



# PLAINVILLE-SOUTHINGTON REGIONAL HEALTH DISTRICT

Main Office  
196 NORTH MAIN STREET  
SOUTHINGTON, CT 06489

Satellite Office  
ONE CENTRAL SQUARE  
PLAINVILLE, CT 06062

860-276-6275 ● FAX 860-276-6277 ● pshd.org  
SHANE LOCKWOOD, M.P.H., R.S., DIRECTOR OF HEALTH



## **BOARD OF HEALTH MEETING MINUTES**

Weichsel Municipal Center

December 13, 2018

Call to order at 5:07 pm.

Present: Board Members – Edward Bailey, John Barry, Robert Lee, Joseph Marino, Kelly Morrissey, Charlotte Politis, Mark Sciota, Stephanie Urillo; Staff - Shane Lockwood

Public Comments: None.

Approval of Minutes: Motion was made by Mr. Sciota and seconded by Dr. Urillo to approve the minutes from the October 4, 2018, meeting. Motion carried.

Comments by the Chair.

Ms. Politis welcomed Ed Bailey, First Selectman of Middlefield, to the Board.

Report by the Director of Health.

Financial Update: Mr. Lockwood provided the Board with copies of a financial report showing monthly bank deposits and withdrawals since the District was formed in 2011. Ms. Morrissey asked if the Board could be provided with a quarterly update, including monthly expenses. Mr. Lockwood will mail this out. He stated the fee collection was as expected and there have been no extraordinary expenses.

Program Update: Mr. Lockwood complimented the sanitarians on getting inspections done along multiple new business openings while having a reduced staff (on maternity leave). Discussion followed regarding new tattoo establishments opening.

The State of Connecticut's adoption of the FDA Food Code has been delayed for at least a few months. Meanwhile the staff is working on their approximately 90 hours of training on the new code, to be completed by the end of this year.

Flu clinics were held in November, with less attending than previous years. Plainville's employee clinics were run by Oxford Health, and CVS ran the clinics in Southington.

There is no news on whether the State Commissioner of Health will be replaced when the new administration takes over.

Old Business

Mr. Lee, speaking for the selection committee, moved to select Dr. Urillo as Chairperson and Ms. Politis as Vice Chairperson. Motion was seconded by Mr. Sciota and carried.

Dr. Urillo thanked the Board for selecting her and will be looking into the procedures by which she can present reports to the respective Town Councils. She thanked Ms. Politis for her years of service as the BOH Chairperson.

Ms. Sciota moved to accept the 2019 meeting dates of March 14, June 13, September 12, and December 12, 2019. Mr. Bailey seconded and motion carried.

At 5:34 pm Mr. Marino moved to go into Execution Session. Motion was seconded by Ms. Morrissey and carried.

Mr. Sciota moved to leave Execution Session at 6:28 pm. Motion was seconded by Mr. Lee and carried.

Motion to adjourn at 6:28 pm was made by Mr. Sciota and seconded by Mr. Lee. Motion carried.

Respectfully submitted,

Leana Gleicher