



Public Health
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BOARD OF HEALTH PUBLIC HEARING AND MEETING MINUTES

Southington Town Hall Council Chambers

March 15, 2018

Chairperson Politis called the public hearing to order at 5:03.

Public Hearing:

There being no comments on the budget, positive or negative, Mr. Sciota moved to close the public hearing 5:04 pm. Motion seconded and carried.

Regular Meeting:

Call to order at 5:04 pm.

Present: Board Members – Robert Lee, Kelly Morrissey, Charlotte Politis, Mark Sciota, Stephanie Urillo; Staff - Shane Lockwood

Absent: Joseph Marino, John Barry

Approval of Minutes: Motion was made by Dr. Urillo and seconded to approve the minutes from the December 7, 2017, meeting. Motion carried.

Comments by the Chair.

Ms. Politis thanked the Board for their patience at the last meeting.

Report by the Director of Health.

Financial Update: Mr. Lockwood reported that year-to-date, the only item we are over budget on is Contingency, due to three new cars being purchased.

The audits were distributed. The auditor recommended funds be put into a CD or similar savings program. Following discussion, Mr. Lockwood was directed to meet with either town's Investment Committee.

Per capita for the towns and fees will be looked at after the next election and when status of Middlefield is determined.

Program Update: The implementation of the FDA Food Code has been delayed until January 1, 2019. The State is still working on their hybrid program, and there might be further delays in implementation. Scott Cook has been assigned as the Food Inspection Training Officer and will train the rest of the staff, as required by the code. Most of the staff has completed their 90 hours of on-line training. They will continue to offer training presentations to food establishment workers. The State code will be distributed to the Board prior to the June meeting, as soon as it becomes available from the State.

Next Tuesday is Opioid Day at the State Legislature. A bill is being formulated, including working towards adding opioid overdose to the Reportable Disease list. There was discussion regarding the medication drop box and it was determined that STEPS should run any marketing for it in Southington. Mr. Lockwood will visit the towns' funeral homes to suggest they include drug disposal information in their handout packets.

Middlefield Health Department: Mr. Lockwood will remain Acting Health Director until June 30, 2018. Their part-time sanitarian is still working. A meeting will be set to discuss joining our District.

New Business.

Budget 2018-2019.

State per capita. Mr. Lockwood reported it is expected the State per capita will be approximately 1.65 for the next fiscal year. The Public Health Emergency Preparedness Grant will be funded at the full amount.

Salaries. Amount is based on a 2% raise. Discussion followed regarding Southington and Plainville employee contracted increases (2.2% and 1.75%), the merits of the staff, and the fiscal condition of the State.

Health insurance. The percentage of premiums that employees pay will increase by 1% to 15%, with the District paying 85%. HSA funding will be split 50/50 with employees and the District.

The Vehicle Maintenance line item was discussed.

Mr. Sciota moved to amend the Salaries item to reflect 2.2% increase. Motion seconded and carried with one opposition.

A motion to approve the budget as amended was made by Mr. Sciota and seconded. Motion carried.

Tattoo parlours. Dr. Urillo stated that the State DPH now licenses tattoo artists but they do not conduct inspections. Mr. Lockwood said he has received no complaints regarding tattoo artists practicing out of their residences.

Personnel Guide. Discussed that any new employees are told about insurance policies in person and it is written in their employment letter.

Next meeting. The June 14 meeting is rescheduled to June 21, 5:00 pm, location to be determined.

Dr. Urillo moved to go into Executive Session at 6:04 pm. Motion seconded and carried.

At 6:23 pm Dr. Urillo moved to leave Executive Session. Motion was seconded and carried.

A motion to adjourn was made by Ms. Morrissey and seconded at 6:24 pm. Motion carried.

Respectfully submitted,

Leana Gleicher