

EAST SHORE DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
688 East Main Street, Branford, CT 06405

Executive Board Meeting Minutes
Thursday, June 13 at 5:30 pm
In-Person/Virtual Meeting

Present: Susan Addiss, Michael Pascucilla, Elaine Anderson, Dr. Young, Dennis Natri, Virginia Fallon, Darlene Zimmermann, Wendy Bellmore, Michael Turcio, Susan Deko, Amy Scholtz

Absent: None

The meeting was called to order by Dr. Dennis Natri at 5:37 p.m.

1. Welcome/Public Comments General Discussion
2. Correspondences & Presentations
 - a. Amy Scholtz, Deputy Director of Public Health – Presentation - FDA Connecticut Food Code Adoption Overview. Request that ESDHD food ordinance be repealed and that the FDA Code be adopted as well as the present Connecticut Food Statutes. Darlene Zimmerman made a motion to rescind the current ESDHD food ordinance and adopt the FDA Code as well as the present Connecticut Food Statutes. Elaine Anderson 2nd. All in favor.
 - b. Reported contact evaluation received today by email and it was 100%.
 - c. Deidra Popkin – Nurturing Families Network Presentation
 - d. Isabella Rubano – Public Health Education Intern – Yale/CT DPH Fellowship - unable to present tonight.
 - e. ESDHD - Research Presentations
 - Recent presentation at NEMC.
 - Hoping EPA will adopt Microbial Source Tracking, abstract submitted and was accepted. Will be presenting research in California.
 - National Environmental Health accepted the abstract and will be presenting in Pittsburg.
 - APHA – accepted research and will be presenting in Oct or Nov.
 - Sent abstract to European Union Public Health Association for consideration.
3. Old Business
 - a. ESDHD Vacancy – Posted part-time Administrative Assistant position. Received 75 applicants~. Applications are now closed.
 - b. Travel Clinic Program – Dr. Young reports a steady rate of individuals attending the clinic.
 - c. Yale – CT DPH Fellowship Partnership/Summer Internships
4. New Business
 - a. ESDHD Epidemiological Report - Epidemiology report – Madison Wierzel presented a report on:
 - The advisory committee is working on COVID-19 vaccines.
 - Rapid Community Assessment in partnership with the Yale and Griffin Prevention Resource Center.
 - Results reviewed.
 - b. Current/Pending Grants – Michael Pascucilla reported a more thorough report will be shared at the Retreat.
 - Verbal approval for Water Quality Project – East Haven approved
 - Branford agreed on \$20,000.00
 - c. ESDHD Personnel Policy / Chair Board Committee Discussion – Executive Session

- Susan Addiss made a motion to go into executive session regarding personnel policy. Darlene Zimmermann 2nd. All in favor.
- Susan Addiss made a motion to come out of the executive session, and Darlene Zimmermann 2nd the motion. All in favor.
- d. Elaine Anderson made a motion to accept the new PTO personnel policy
 - less than 5 years of service will receive 25 days per year
 - 5 – 14 years, 30 days per year
 - 15 – 24 years, 35 days per year
 - Greater than 25 years, 40 days per year
- e. ESDHD Committee Board Members Report
 - Michael Pascucilla discussed committee chairs being chosen for all committees to be reported in September.
 - Darlene Zimmermann made a motion to appoint a chair for each committee which will be presented in the September meeting. Susan Deko 2nd. All in favor.
- f. Director's Report
 - PHAB Accreditation Application Status—Going well. I continue to work on documents to submit to PHAB over the summer. Per PHAB, they may not get on the docket until November.
 - Retreat date to be determined for Fall.
 - Elaine Anderson discussed reporting to the town representatives on ESDHD business. Michael Pascucilla discussed utilizing the annual report as data points to direct the meeting with highlight points to share what the ESDHD does in the Fall.
 - ESDHD PH Activity Reports (Environmental, Emerg. Preparedness, Education & Nursing) – emailed for review.
- g. Darlene Zimmermann made a motion to accept the meeting minutes from May 2024. Elaine Anderson 2nd. All in favor.
- h. Adjournment
 - Motion to adjourn by Susan Deko and seconded by Susan Addiss. All in favor. The meeting was adjourned at 7:35 pm.

Respectfully Submitted,

Angela Carrano

Angela Carrano, DNP, MSN, RN, Secretary