

BOARD OF HEALTH MEETING

MINUTES

December 14, 2023

A meeting of the Bristol-Burlington Health District's Board of Health was held in the Bristol-Burlington Health District Office, 240 Stafford Avenue, Bristol, Connecticut

Present: Shannon Mulz, Chairwoman
Jack Lu
Donna Friday
James Moylan
Doug Thompson
Kathy Langlais

Bristol liaison: Mayor Jeffrey Caggiano

Staff present: Marco Palmeri, MPH, RS, Director of Health
Louise McGlone, Office Manager, Board of Health Secretary

Audience in Attendance: Skip Gillis, Bristol CT

The meeting was called to order by Chairwoman Mulz at 1:07 p.m.

1. Audience Participation
2. Approval of the Board of Health Meeting Minutes September 14, 2023

Motion by Jack Lu, seconded by James Moylan to approve the Board of Health Meeting Minutes of November 9, 2023.

Vote: 5 yes, 1 abstain. Motion Carried.

3. Approval of Bills paid in September, October, 2023

Motion by James Moylan, seconded by Donna Friday to approve the November, 2023 bills.

All in Favor. Motion carried.

4. **Monthly Reports:** Director of Health, Senior Dental Clinic, School Health, School Dental, Public Health and Environmental Health.

Director Palmeri begins by introducing BBHD's administrative staff to the board members and moves on to welcoming Kathy Langlais as a new board member. All who were present introduced themselves.

Director Palmeri then outlines our commitment to not only being a professional organization, but also our commitment and responsibility to meet the expectations of the communities we serve. We must be financially responsible and transparent. Director Palmeri also briefly defines Per Capita for

both the state and local government levels. Director Palmeri also outlines the Finance Committee, explaining the role of those on the committee.

Director Palmeri then goes over his reporting, beginning with descriptions of environmental health and housing code enforcement. Director Palmeri then goes over their roles and examples of duties. Director Palmeri also notes that one of our Dental Hygienists is out on sick leave/ FMLA which may affect the Husky income due to prolonged absence. He then announces that there is now one vacant RN, noting that BBHD monitors vacancy factor. The Community Health Worker and Public Health were then outlined, noting that there is a focus on the communities needs and connecting people with much needed services. BBHD provides this at no cost to the community. An example of this type of in kind service would be BBHD's MIFO program which offers no cost home visits to new mothers or mothers with infants.

Director Palmeri states BBHD has four interns from UConn working on various projects such as identification of issues with communicable diseases and the opioid crisis. They are also working to create various programs to improve availability of services and testing. These interns will be paid a small stipend through our Workforce Development Grant.

Director Palmeri briefly discusses a new division for BBHD, Division 5, explaining that the cost of our Core Division is not equitable based on the time spent providing services exclusive to the City of Bristol. This new division will be called Public Health Services. This must first be evaluated and discussed by the Finance Committee, followed by the Board of Health. Director Palmeri also stresses the importance of transparency as well as accountability. Director Palmeri then speaks to BBHD's brand, acknowledging that BBHD is a recognizable entity amongst the communities served and beyond.

Mr. Moylan re-visits from a previous meeting the idea of an additional workshop meeting which leads to discussion surrounding the various topics to be discussed such as finances, a future plan for BBHD both programmatically and financially as well as what a public health board does. There was also discussion regarding a mission statement for public health. Director Palmeri explains that there isn't a blanket mission statement, however recommends as a resource the National Association of Local Boards of Health (NALBOH). A workshop meeting will be scheduled in the new calendar year.

Director Palmeri also notes that BBHD's medical advisor, Dr. Ruth Loomis, will be briefly attending an upcoming meeting to meet all of the board members.

5. New Business

6. Old Business

7. Adjournment

Meeting adjourned by Chairwoman Mulz at 2:41 p.m.

Respectfully submitted,



Marco Palmeri, MPH, RS
Director of Health