

BOARD OF HEALTH MEETING

MINUTES

August 11, 2022

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
Doug Thompson
Kathy Burness
Mike Boucher, Town of Burlington
James Moylan

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 12:50 p.m.

1. Audience Participation

Director Palmeri introduces Skip Gillis, Accounting & Finance Consultant for BBHD, previously employed by the City of Bristol. Mr. Gillis briefly reiterates Director Palmeri's introduction.

2. Approval of the Board of Health Meeting Minutes May 12, 2022

Motion by James Moylan, seconded by, Jack Lu to approve the Board of Health Meeting Minutes of May 12, 2022.

All in Favor. Motion carried.

3. Approval of Bills paid in May, June & July, 2022

Motion by Kathy Burness, seconded by James Moylan to approve the May, June & July 2022 bills.

All in Favor. Motion carried.

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

Director Palmeri mentions we are very busy in all areas of environmental health. BBHD is busy conducting inspections and oversight with regards to day camps, childcare and swimming areas. Director Palmeri notes some issues regarding the recent heat wave and camps implementing unapproved swimming or water activities. BBHD is spending a lot of time on these issues.

Director Palmeri mentioned that the Housing Code Official, Erica, has been busy addressing Burlington housing matters as well as blight related issues in both Bristol and Burlington. Director Palmeri also notes that while out in the field, if any other issues are identified, they are brought to the appropriate person's attention.

Director Palmeri mentions that BBHD is no longer contracting contact tracers, however we are still assisting using our staff. Covid numbers have remained relatively low.

Director Palmeri states that BBHD is closely monitoring Monkey pox and are prepared to respond and assist if necessary. Director Palmeri mentions several times that the district is also trying to solidify a meeting with Bristol Hospital to discuss Monkey Pox. Director Palmeri states that we have information out there publically via social media and otherwise regarding Monkey Pox.

Director Palmeri spoke in regards to Alyssa Marin, BBHD's CHW (Community Health Worker) who is helping to provide and connect people with appropriate assistance in local shelters. This in collaboration with Tina Tanguay, our Public Health Nurse II.

Director Palmeri and the Board discuss the dire need for general Fetal/ Maternal, as well as pediatric care in our area and a general and possible plan to partner with other entities to connect those in need with the proper care.

5. New Business

- A. Identifying, monitoring and tracking BBHD's Vacancy Factor on a Quarterly Basis at the request of the City of Bristol. Vacancy factor only applies to programs which are funded solely by the city being School Health, School Dental and Housing.
 - a. Director Palmeri discusses BBHD's vacancy factor and budget in collaboration with Skip Gillis, explaining that there aren't any expected upcoming vacancies.
- B. Director Palmeri and Mr. Gillis speak to the need of an outside accounting/ financial agency to permanently assist in managing BBHD's finances. Mr. Gillis also mentions utilizing best practices more efficiently. Chairwoman Mulz agrees that there will be value in the use of an accounting/ finance agency. Mr. Gillis reiterates that BBHD is looking for the best way forward while still processing all of our normal business activity.
- C. Director Palmeri introduces the new Board of Health Secretary and Office Manager, Louise McGlone.

6. Old Business

7. Adjournment

Meeting adjourned by Chairwoman Mulz at 2:37 p.m.

Respectfully submitted,



Marco Palmeri, MPH, RS
Director of Health