

East Shore District Health Department
688 East Main Street
Branford, CT 06405

Special Executive Board Meeting – December 15, 2020

Present: Dennis Nastri, Susan Addiss, Elaine Anderson, Michael Pascucilla, Virginia Fallon,
Elias Najjar, Darleen Zimmerman.
Absent: Sue Deko

Meeting called to order by Dennis at 04:33 pm.

1. Welcome
2. Audit – Michael Solakian, accountant performed the audit virtually due to the current pandemic. General Fund balance is \$630,810.00. Our net position decreased because we spent money during pandemic. Funds will be recovered by Connecticut Department of Public Health, roughly \$200,000. However, this will not cover all our expenses. No deficiencies and no accountant issues were noted in the audit. Susan Addiss made a motion to approve the 2019 -2020 audit by Michael Solakian to be released to the Connecticut Department of Public Health. Elaine 2nd the motion. All in favor. Audit approved to be submitted to the Connecticut Department of Health.
3. Personnel Policy – Michael met with the personnel committee last week. They made two proposed changes to the personnel policy. Michael presented the following:
 - During the current pandemic personnel were not allowed to take vacation time (PTO) time. The current bylaw's state, that unused PTO time moves into the sick time bank which cannot accrue over one year. The committee recommended for this year only at the discretion of the Director of Health the policy for carrying over PTO time can be amended to allow PTO time to be carried over another year.
 - Maternal Child Health Program (MCH) - Received a grant of approximately \$14,000.00. The grant money was deposited into the general fund. The grant stipulates that the funds must be allocated directly to MCH staff based on performance. The bylaws were amended to reflect incentive compensation. Darlene made a motion to accept the changes in both areas of the bylaws as presented by Michael. Darlene made a motion to accept the changes as presented. Virginia 2nd the motion. All in favor.
4. Future meeting – Discussion on future board meetings virtual versus in person. Next meeting January 14, 2021, tentatively virtual.
5. Covid 19 Vaccine – in a couple weeks we will have our first supply. Connecticut Department of Public Health is very strict on who can receive the vaccine.

- Phase 1A will roll out in two weeks, the MRC members, town employees and first responders will be among the first to receive the vaccine. Then the nursing home residents.
- Phase 1B will be the public health workers, school officials and town hall employees and essential workers sometime mid-January. In early March – Vulnerable populations (definition TBD). General public sometime vaccinations will be sometime in April.
- Covid 19 cases are still increasing in our district. No different than what is occurring around the state.

Respectfully Submitted,

Angela Carrano

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