



# North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 \* (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 \* (860) 872-1501 Fax (860) 872 1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 \* (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 \* (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.  
Director of Health

Board of Directors  
REGULAR ANNUAL MEETING  
Wednesday, September 14, 2016  
NCDHD Headquarters, 31 North Main Street  
Enfield, Connecticut  
7:00 p.m.

1. CALL TO ORDER/DETERMINATION OF QUORUM
2. APPROVAL OF MINUTES OF AUGUST 10, 2016
3. EXECUTIVE SESSION (if needed)
4. ELECTION OF OFFICERS
5. DIRECTOR OF HEALTH - Monthly Report review with Board of Directors
  - Potential Change to Quickbooks
  - Public Health Nurse
  - Liability Insurance Lines
  - Personnel Policies
  - Building Upgrade and Parking Lot
  - Power Surge Damage
  - Cash Disbursements
  - Monthly Financials
  - Monthly Environmental, Emergency Preparedness and Health Educator Reports
  - Other
6. COMMITTEE UPDATES AND DISCUSSION
  - A. Finance - Maria Whelden, Chair
  - B. Short & Long Term Planning – Ben Rodriguez, Chair
  - C. Capital Improvement Ad Hoc - Mary Ann Turner, Chair
  - D. Personnel Committee - Linda DeGray, Chair
7. NEW BUSINESS
  - A. Approval of Budget Transfer (if needed)
  - B. Progress from Sanitarian I to Sanitarian II  
**Proposed Motion: The NCDHD Board of Directors does hereby approve the policy entitled "Criteria for moving from Sanitarian I to Sanitarian II or being hired at Sanitarian II level" relative to the movement of employees between classes, specifically Sanitarian I to Sanitarian II.**
  - C. Fleet Information
  - D. Other
8. Chairperson's Report
9. Next Regular Meeting – October 12, 2016 – NCDHD Vernon Office Conference Room, 375 Hartford Turnpike, Vernon, Connecticut
10. Adjournment

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*Patricia P. Spruency*  
SUFFIELD TOWN CLERK