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

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
Board of Directors
Regular Monthly Meeting
October 12, 2016
Vernon Office Conference Room
Vernon, Connecticut

Members Present: Diane Wheelock, Maria Whelden, Len Norton, Mary Ann Turner, Chris Howland, Linda DeGray, Richard Regnier, Ben Rodriguez, Trish Vayda, Cathy Rebai, Fred Journalist and Dianne Trueb

Members Absent: Valerie Romano, Mary Schwab, Vic Mathieu, Catherine Gregory, Matthew Maynard, Rick Zulick and Dawn Maselek

Also Present: Patrice Sulik, Director of Health, Jeff Knapp, Brown & Knapp Group Benefits, Keith Fuller, Smith Brothers and Students from UCONN.

Jeff Knapp gave a presentation to the Board regarding a change to the medical insurance for the employees, which will go into effect on December 1, 2016. As of the renewal date, Aetna will no longer participate in the CBIA package currently offered. Breadth of network, deductibles and costs were analyzed and the recommendation was to move to Aetna as a direct carrier.

Len Norton made a motion that we offer the Aetna plans, both the gold and silver, whichever the employee would like to participate in. Ben Rodriguez seconded the motion. Discussion ensued.

Maria Whelden brought up that there is a different employee contribution for the medical vs. the dental insurance. For the medical insurance, the employee cost share is 15%.

Len Norton restated his motion to say we will offer the employees the Aetna Gold Plan. This is considered a friendly amendment and Len agreed. The motion was brought to a vote and passed unanimously.

Mary Ann Turner made a motion, seconded by Richard Regnier, to increase the employee cost share for medical insurance to 16%. The motion carried unanimously.

Keith Fuller of Smith Brothers, who has been assessing our liability insurance lines was introduced to the Board. The main item he found was that we have no umbrella policy which would offer broader liability coverage.

After researching our liability lines of insurance, Smith Brothers has put forth three options for the Board for insurance going forward. The first option includes Traveler's Insurance covering general liability, auto insurance, crime coverage, Worker's Comp and the umbrella policies. Professional liability (Errors & Omission) and Directors & Officers insurance would be handled by Allied World (an A+ company).

Option 2 – Smith Brothers would become our Agent of Record and manage our existing policies.

Option 3 – Smith Brothers would become our Agent of Record and would work to make changes such as changing all expiration dates to one single date and change the classifications of our automobiles and update our current policies.

Following much discussion, Linda DeGray made a motion, seconded by Dianne Trueb to change the Agent of Record to Smith Brothers, effective immediately. The motion carried with Chris Howland abstaining.

Mary Ann Turner then made a motion, seconded by Linda DeGray, to table this issue until the November 2016 meeting and direct Patrice to go out and get Fiduciary Liability Coverage added to this matrix so we may continue the discussion. The motion carried unanimously.

Director of Health Report-Patrice asked if there were any questions regarding the report that was previously provided in the Board packet.

Chris Howland reported he is still dealing with Eversource regarding the generator and electrical issues resulting from work Eversource was performing on the street that resulted in power surges. Since we have no generator as of now, should there be an emergency, we will use the town's Emergency Operations Centers and our other offices. The purchase of a new generator will be put on hold until January 2017.

Website – Has a history button now with information on the startup of the District. This was in response to a request from a reporter for information on Reverend Robert Lane who recently passed away and formation of the District was mentioned in his obituary. Mary Ann Turner would like Patrice to send a letter to the family of Reverend Lane asking for his memoirs pertaining to the formation of the District.

Diane Wheelock as if discussion could be brought up about the Personnel Policies – Pension Vesting period so people would know what to look at when the Policies are sent out. Currently the pension vesting period is 20% per year for five years to 100%. It is being proposed that for new hires, there will be no annual vesting – just five years for full vesting. The Board asked if Patrice could check on the vesting schedules of local districts and report back at the next meeting.

Patrice submitted the first draft of the 2017-2018 budget. It has been reviewed by Cathy Rebai and Maria Whelden and is very preliminary. It is a conservative budget with the per capita rate remaining the same. Diane Wheelock suggested the Board set a policy on what is a Capital Improvement so we will know exactly what should be in that line item. The budget will change as specific information, such as insurance rates are provided.

Patrice met with the Town of Enfield and Enterprise Fleet Management to see what they would offer to the District for fleet management. More information will be presented at the next meeting.

Mary Ann Turner would like a report from Patrice as to desk phone sets and the number needed, cost and where they would be located.

Mary Ann Turner made a motion, seconded by Cathy Rebai, to go into Executive Session. The motion carried unanimously and the Board went into Executive Session at 9:09 PM and came out of Executive Session at 9:24 PM.

Mary Ann Turner would like Patrice to resend to the Board the September 13, 2016 report she had prepared so it could be discussed at the next meeting.

Chris Howland made a motion, seconded by Len Norton, to adjourn. There being no further business before the Board, the motion carried and the Board meeting was adjourned at 9:30 PM.

Respectfully submitted,

Patrice A. Sulik
Secretary/Treasurer

pd