



**Quinnipiack Valley Health District**

*A Regional Health Department Serving Bethany, Hamden, North Haven and Woodbridge, CT*  
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**Thursday, December 8, 2022**  
**(Remote Meeting Via Zoom)**  
**4:30 pm - Regular Board of Directors Meeting**

**Present:** C. Goldberg, J. Donaldson, A. Levison, P. Sandor, R. Ivins

**Absent:** K. Blake, J. Nuzzolillo, C. Lewis, J. O'Neil St. Peter, E. Thornquist, P. Marone, R. Martinello, S. Yarbrough

**Staff:** K. Wolujewicz, L. Fox, L. Altieri

**President's comments**

C. Goldberg, President, started the meeting at 4:31 pm.

**Any other Business Approved by Vote of the Board**

A **motion** to accept the 2023 Board meeting dates was made by P. Sandor, **seconded** by A. Levison. The motion passed unanimously.

K. Wolujewicz presented the proposed 2023 local per capita rates. The proposed local per capita fee increase is \$0.30. Local per capita estimates were determined based on the 2021 census estimates. The 2022 local per capita rate was \$6.90 and the new proposed local per capita will be \$7.20.

A **motion** to accept the proposed local per capita and increase by \$0.30 was made by R. Ivins, **seconded** by A. Levinson. The motion passed unanimously.

K. Wolujewicz presented the proposed 2023 QVHD fee schedule. A new fee, tick specimen submission, was added to the QVHD fee schedule.

**Public Hearing**

A **motion** to move to public hearing was made by J. Donaldson, **seconded** by R. Ivins, at 5:00 pm. The motion passed unanimously.

K. Wolujewicz noted that there were no public members in attendance. C. Goldberg noted that several businesses have requested and received a copy of the proposed fee schedule.

The public hearing notice was read by J. Donaldson.

A **motion** to have a dual public hearing and QVHD Board of Directors meeting was made by J. Donaldson, **seconded** by A. Levison, at 5:03 pm. The motion passed unanimously.

### **Approval of September 22, 2022 Board Meeting Minutes**

A **motion** was made by A. Levison, **seconded** by R. Ivins to approve the September 22, 2022 Board Meeting Minutes at 5:05 pm. The motion to accept the September minutes **passed**.

### **Approval of October 27, 2022 Board Meeting Minutes**

A **motion** was made by P. Sandor, **seconded** by A. Levison to approve the October 27, 2022 Board Meeting Minutes at 5:06 pm. The motion to accept the October minutes **passed**. C. Goldberg abstained.

### **Financial Report**

K. Wolujewicz reviewed the finance report and discussed specific budget line items on whether we are on target for expenditures to date.

A **motion** was made by R. Ivins, **seconded** by P. Sandor, to place the financial report on file at 5:10 pm. The motion passed unanimously.

### **Committee Reports:**

**Finance** – Finance committee met to discuss the proposed fee schedule and local per capita.

**SBHC Liaisons** – A. Levison reported on the SBHC Advisory Committee meeting.

**By-Laws** – no report

**Special Projects Committee** – no report

**Personnel Committee** – The Management and Full-time Grants policies are under review and plan to consolidate into one policy. The draft proposal will be presented to the full committee for review.

### **Administrative Reports:**

#### **Director of Health:**

K. Wolujewicz highlighted the below:

QVHD business cards are being updated to include the direct phone numbers of staff members.

K. Wolujewicz is working with R. Ivins to update the Management and Full-Time Grants policies. K. Wolujewicz is updating policies for completion of the 2022 Local Health Report based on the 2021 Local Health Report feedback received from the CT DPH. A discussion took place on the need for sustainable and long-term funding in addition to grant funding to support public health nurse staffing. C. Goldberg expressed a big heartfelt thank you from the Board to J. Bobok and E. Miller for their wonderful work at QVHD and how they really made a difference. K. Wolujewicz noted that QVHD has yet to receive an approved ELC2 application. The ESDHD representative through our MOU is working to update the QVHD's Public Health Emergency Response Plan.

The full report has been placed on file.

K. Wolujewicz again noted that there were no public members in attendance for the public hearing.

A **motion** was made by J. Donaldson, **seconded** by R. Ivins, to move out of the public hearing session at 5:26 pm. The motion passed unanimously.

### **Environmental Health:**

L. Fox highlighted the below environmental health activities:

L. Fox noted the new CT lead regulations and how it will subsequently affect QVHD's workload

and available resources. A media request was received to review Woodbridge food establishment inspection reports.

The full report has been placed on file.

**Any Other Business Approved by Vote of the Board:**

A motion to adopt the 2023 QVHD fee schedule was made by J. Donaldson, **seconded** by R. Ivins at 5:36 pm. The motion passed unanimously.

**Community Health:**

J. Donaldson complemented the Respiratory Illness Season: Know The Symptoms flyer and requested how the educational flyer will be shared with the community. C. Goldberg noted that A. Mulvihill and K. Sepulveda have done quite a lot out in the community with QPR trainings and OD2A initiatives and encouraged all to review the full Community Health Report submitted by A. Mulvihill.

The full report has been placed on file.

**Adjourn:**

A **motion** to adjourn was made by R. Ivins, **seconded** by, J. Donaldson at 5:44 pm.