

Approved
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, October 8, 2015 – 5:30 p.m. Ledge Light Health District

The Regular October meeting of the Ledge Light Health District Board of Directors was held on Thursday, October 8, 2015 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London. Present were Chairperson Kent Sistare, Vice Chair Jackie Massett, Treasurer Ken Nogacek, Secretary Sue Vincent, Danielle Gelinias, Maryellen Grace, Stephenie Guess, Joyce Schmidt, Kevin Serpa, Director of Health Steve Mansfield, and Supervisor, Administration/Finance & Special Projects Jen Muggeo.

Absent excused were Candace Devendittis, Barbara Gerrish, and Lewis Thomas. Absent unexcused was Steve Carlow and Corina Vendetto.

- I. CALL TO ORDER- Chairperson Sistare called the meeting to order at 5:44 pm.
 - a. Adoption of the Meeting Minutes of 7/9/15 - After a motion by J. Schmidt that was seconded by S. Vincent, the minutes were unanimously approved.
- II. PUBLIC PARTICIPATION– none
- III. STAFF PRESENTATION– Cindy Barry gave an overview of the USDA’s Farmers Market Promotion Program.
- IV. REPORT FROM THE CHAIRPERSON- Chairperson Sistare had no news to report.
- V. COMMUNICATION FROM BOARD MEMBERS- none
- VI. REPORTS FROM SUBCOMMITTEES
 - a. Personnel- none; b. Finance- none; c. Bylaws- none; d. Health Equity- none
- VII. REPORT FROM THE DIRECTOR OF HEALTH- S. Mansfield provided detail on his written September and October reports.
- VIII. FINANCIAL REPORTS- J. Muggeo presented the financial report.
- IX. OLD BUSINESS- none
- X. NEW BUSINESS-
 - a. Election of Officers – On behalf of the Nominating Committee, Sue Vincent presented the slate of officers as follows: President, Kent Sistare; Vice Chair, Jackie Massett; Secretary Sue Vincent, Treasurer Ken Nogacek. M. Grace moved to accept the report of the Nominating Committee. The motion was accepted unanimously. Chairman Sistare opened the floor for other nominations. K. Serpa moved to close nominations and elect the slate as presented. D. Gelinias seconded the motion that was approved unanimously.
 - b. Appointment of Acting Director of Health - Having reviewed J. Muggeo’s credentials and finding that they satisfy the requirements of CGS Section 19a-244 that the Director of Health hold a graduate degree in public health from an accredited school, college or institution, D. Gelinias moved to appoint J. Muggeo as Acting Director of Health and authorize her to serve in that role at such

times in the future when the Director of Health is out of state or otherwise unavailable to fulfill the role. The motion was seconded by J. Massett and passed unanimously.

- c. Lead and Healthy Homes Coordinator Job Description - J. Massett moved to approve the Lead and Healthy Homes Coordinator Job Description. The motion was seconded by S. Vincent and passed unanimously.
- d. Evaluation of the Director of Health - J. Massett moved go into Executive Session to discuss the evaluation of the Director of Health. The motion was seconded by J. Schmidt and passed unanimously. The executive session began at 7:03 pm.

XI. OTHER- none

XII. ADJOURNMENT