

APPROVED

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, December 13, 2018 – 5:30 p.m. Ledge Light Health District

The Regular December meeting of the Ledge Light Health District Board of Directors was held on Thursday, December 13, 2018 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London.

Present were Chairperson Danielle Steward-Gelinas, Vice Chair Stephenie Guess, Secretary Sue Vincent, Robert Carlson, Candace Devendittis, Tom Gotowka, Susan Graham, Tracee Reiser, Kevin Serpa, Sally Ritchie, Kent Sistare, Lucy Schlink; Director of Health Steve Mansfield, Supervisor Administration/Finance & Special Projects Jen Muggeo, and Project Assistant Estelle Harrison. Absent excused were Treasurer Ken Nogacek, Steve Carlow, Barbara Gerrish, John Kiker, Frank Silva, Rob Simmons, and Karen von Ruffer Hills.

- I. CALL TO ORDER- Chair D. Steward-Gelinas called the meeting to order at 5:31 p.m.
 - a. Adoption of the Meeting Minutes of October 11, 2018 - After a motion by S. Ritchie that was seconded by R. Carlson, the minutes were approved. K. Serpa abstained.
- II. PUBLIC PARTICIPATION– none
- III. REPORT FROM THE CHAIRPERSON- none
- IV. COMMUNICATION FROM BOARD MEMBERS- none
- V. REPORTS FROM SUBCOMMITTEES
 - a. Personnel- none; b. Finance- see FY20 Budget under new business; c. Bylaws- none; d. Health Equity- none
- VI. REPORT FROM THE DIRECTOR OF HEALTH- S. Mansfield provided detail on his written December report.
- VII. FINANCIAL REPORTS- J. Muggeo presented the financial report.
- VIII. OLD BUSINESS- none
- IX. NEW BUSINESS
 - a. FY20 Budget – D. Steward-Gelinas reported that the Finance Committee had met at 4:30pm that day and reviewed the draft FY20 budget prepared by the Director of Health. After a motion by D. Steward-Gelinas that was seconded by K. Serpa, the fiscal year 2020 per capita rate of \$7.37 (a 0% increase) was approved.
 - b. 2019 Board Meeting Schedule – After a motion by K. Serpa that was seconded by C. Devendittis, the 2019 Board Meeting Schedule was approved as presented.
 - c. Updates to Foodservice Regulation- In light of the mandated transition to the FDA Food Code, I hereby make a motion to adopt the changes to the Ledge Light Health District Foodservice Regulation as presented. Implementation of this regulation will not occur until the Connecticut Department of Public Health finalizes the transition to the FDA Food Code. After a motion by S. Guess that was seconded by T. Reiser, the motion was approved.
 - d. Sam Crowley Award- Jackie Massett was selected as the 2018 Sam Crowley Award Recipient. The award will be presented at the January 2019 Board meeting.
- X. OTHER- none
- XI. ADJOURNMENT - After a motion by T. Gotowka that was seconded by K. Sistare, the meeting adjourned at 6:27 p.m.