

**APPROVED**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, November 14, 2019 – 5:30 p.m. Ledge Light Health District

The Regular monthly meeting of the Ledge Light Health District Board of Directors was held on Thursday, November 14, 2019 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London.

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

- I. CALL TO ORDER- Chairperson D. Steward-Gelinas called the meeting to order at 5:32 p.m.
  - a. Adoption of the Meeting Minutes of October 10, 2019 - After a motion by K. Nogacek that was seconded by J. Kiker, the minutes were approved. S. Ritchie and K. Serpa abstained.
- II. PUBLIC PARTICIPATION- none
- III. STAFF PRESENTATION- C. Barry gave a presentation on the Breathe Well Asthma Management Program.
- IV. REPORT FROM THE CHAIRPERSON- none
- V. COMMUNICATION FROM BOARD MEMBERS- none
- VI. REPORTS FROM SUBCOMMITTEES
  - a. Personnel- A new DOH evaluation tool will be distributed soon, and J. Muggeo was promoted to Deputy Director effective January 1, 2020; b. Finance- none; c. Bylaws- A draft of the bylaws will be distributed for review by the next meeting; d. Health Equity- none
- VII. REPORT FROM THE DIRECTOR OF HEALTH- S. Mansfield provided detail on his written report.
- VIII. FINANCIAL REPORTS- J. Muggeo reviewed the financial reports.
- IX. OLD BUSINESS- none
- X. NEW BUSINESS
  - a. 2020 Board Meeting Schedule – The Ledge Light Health District Board of Directors agrees to amend Article IV, Section 6, to reflect a change in scheduled board meetings from monthly to bi-monthly effective December 1, 2019. The new language shall be as follows: The Board shall meet bi-monthly or a frequency in compliance with the requirements of Section 19a-243c of the Connecticut General Statutes, but in no case less than quarterly at a time, place, and date that shall be determined annually by the Board. Additional meetings may be scheduled in accordance with Section 7, Special Meetings.
  - b. FY21 Budget – After a motion by S. Ritchie that was seconded by K. Nogacek, the fiscal year 2021 per capita rate of \$7.37 (a 0% increase) was approved.
  - c. Investment Allocation – tabled until next meeting.
- XI. ADJOURNMENT - After a motion by K. Sistare that was seconded by K. Nogacek, the meeting adjourned at 6:26 p.m.