

**APPROVED**  
LEDGE LIGHT HEALTH DISTRICT BOARD OF DIRECTORS  
Regular Meeting – May 12, 2022

**REGULAR MEETING OF THE BOARD OF DIRECTORS (5:30 p.m. via Zoom)**

**Present:** Chairperson Danielle Steward-Gelinas, Vice-Chair John Kiker (left before New Business votes were taken), Secretary Susan Vincent, Treasurer Ken Nogacek, Steve Carlow, Kendra Clark, Brian Clinton, Andrew Field, Paul Goldstein, Tom Gotowka, Susan Graham, Erin Gregor, Stephenie Guess, Nicole Porter, Kevin Serpa, Kent Sistare, Director of Health Steve Mansfield, Deputy Director Jen Muggeo, Supervisor, Regulated Establishments and Housing Katie Baldwin and Sanitarian II Charlene Swink.

**Absent excused:** Candace Devendittis, Eugene Pfeiffer, and Tracee Reiser.

- I. CALL TO ORDER- Chairperson D. Steward-Gelinas called the meeting to order at 5:31 p.m.
  - a. Adoption of the Meeting Minutes of March 10, 2022 - After a motion by S. Vincent that was seconded by K. Sistare, the minutes were approved as presented. B. Clinton abstained
- II. PUBLIC PARTICIPATION- none
- III. STAFF PRESENTATION – Sanitarian II Charlene Swink made a presentation on tattoo regulations
- IV. REPORT FROM THE CHAIRPERSON- none
- V. COMMUNICATION FROM BOARD MEMBERS-E. Gregor updated the Board on the strategic planning process. A Request for Proposals is being issued. K. Clark will join the Strategic Planning Sub-Committee. This ad hoc Sub-Committee will be added to the agenda for standing updates.
- 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 report.
- VIII. FINANCIAL REPORTS- J. Muggeo reviewed the financial reports.
- IX. OLD BUSINESS
- X. NEW BUSINESS
  - a. Tattoo Regulations – deferred
  - b. Appointment of Auditor – D. Gelinas moved to appoint Hoyt, Filippetti & Malaghan, LLC as the District Auditor for FY 22. S. Graham seconded the motion which was approved unanimously.
  - c. Appointment of Medical Advisor – D. Gelinas moved to appoint Victor Villagra through his company HT Vector as the District Medical Advisor. K. Nogacek seconded the motion which was approved unanimously.
  - d. Allocation of Fund Balance – K. Nogacek moved approval of the fund balance designation as presented. D. Gelinas seconded the motion which was approved unanimously.
  - e. Election of Nominating Committee – D. Gelinas moved appointment of the Nominating Committee to include: D. Gelinas, S. Vincent and T. Reiser. K. Nogacek seconded the motion which was approved unanimously.
  - f. Collective Bargaining – D. Gelinas moved that the Board enter Executive Session for purposes of discussing collective bargaining, and that Director Mansfield and Deputy Director Muggeo be included. B. Clinton seconded the motion, which was approved unanimously. The Board entered Executive Session at 6:34 and exited Executive Session at 6:42. No action was taken in Executive Session.
- XI. OTHER- none
- XII. ADJOURNMENT – After a motion by K. Sistare that was seconded by S. Vincent and approved by all, the meeting adjourned at 6:44 p.m.