

**BOARD OF DIRECTORS MEETING**  
**Tuesday, April 9, 2019**

**MINUTES**

**BOARD MEMBERS PRESENT:** Rosalie Averill, Chairman, Tom Clifford, Michael Marganski, Sue Mis Camille Kurtyka, Adam Bronko, Jennifer Saks, Jean Jones, and Ed Kisluk.

**BOARD MEMBERS ABSENT:** Lisa Brailey, Mary Connolly, Edith Sletner, John Zikaras, and Barbara Lombardi.

**STAFF PRESENT:** Jessica Stelmaszek, Director of Health, Carissa Caserta, Assistant Director of Community Health Services, Melanie Dokla, Assistant Director of Environmental Health Services, and Lisa McEachern, Business Manager.

**BOARD RECORDING SECRETARY:** Betty King

**I. Call to Order and Pledge of Allegiance**

Rosalie Averill, Chairman, called the meeting to order at 7:06 p.m. The Pledge of Allegiance was recited.

Rosalie welcomed Michael Marganski to the Board of Directors. Michael will be assigned to the same committees that Gary Merlone was on, which was Strategic Planning. Gary has resigned from the Board. Rosalie thanked Gary for his service on the Board.

**II. Acceptance of Minutes of Public Hearing and Regular Board Meeting of March 12, 2019**

**2019-43**      **ACTION TAKEN:** Motion made by Tom Clifford, accept the Minutes of the Public Hearing of March 12, 2019, seconded by Michael Marganski. All Ayes.

**2019-44**      **ACTION TAKEN:** Motion made by Tom Clifford, accept the Minutes of the Regular Board Meeting of March 12, 2019, seconded by Sue Mis. All Ayes.  
*Correction to Page 4, 2019-41: should read "subject to the receipt of adequate funding from the state", made by Rosalie Averill.*

### **III. Correspondence - Jessica Stelmaszek**

Jessica sent a letter of support to Monica Oris, RN, MS, CCM, Director of Community Outreach and Parish Nursing at Griffin Hospital for the Parish Nursing Program to provide evidence-based senior programs including the following: Stanford University's evidence-based LiveWell Chronic Disease Self-Management Program, Stanford University's evidence-based LiveWell Diabetes Self-Management Program, and the CDC evidenced-based Diabetes Prevention Program.

The City of Ansonia appointed Michael Marganski to the Board and re-appointed Tom Clifford to a new term. Both terms will expire 3/12/2021.

A letter was received from the City of Derby re-appointing Camille Kurtyka whose term will expire on 3/31/2022.

Jessica sent out a Press Release for National Public Health Week 2019, April 1, 2019 - April 5, 2019.

### **IV. Financial Report - Lisa McEachern**

The March 2019 Financial Report was reviewed and discussed.

### **V. Chairman's Report - Rosalie Averill**

None at this time.

### **VI. Director's Report - Jessica Stelmaszek**

The Director's Report was reviewed and discussed. The quarterly statistics were also reviewed.

### **VII. Committee Reports**

#### **a. Strategic Plan Committee Plan Progress Update - Jessica Stelmaszek and Jean Jones**

Jean discussed the progress of the Strategic Plan Committee. Jessica presented a progress update on the Strategic Plan 2015-2020 priority areas.

### **VIII. Old Business**

None at this time.

**IX. Executive session: Director of Health Evaluation**

**2019-45**      **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 8:00 p.m. into Executive Session to conduct a six-month performance evaluation of the Director of Health, seconded by Sue Mis. All Ayes.

At 8:05 p.m., Jessica Stelmaszek, Director of Health, was invited to join the Executive Session.

**2019-46**      **ACTION TAKEN:** Motion made by Tom Clifford, to accept the performance evaluation and to release a one-time only \$2,000 stipend to the Director, seconded by Adam Bronko. All Ayes.

**X. Adjournment**

**2019-47**      **ACTION TAKEN:** Motion made by Adam Bronko to adjourn at 8:17 p.m., seconded by Sue Mis. All Ayes.