



**Quinnipiac Valley Health District**

*A Regional Health Department Serving Bethany, Hamden, North Haven and Woodbridge, CT*  
1151 Hartford Turnpike . North Haven . CT . 06473 . tel (203) 248-4528 . fax (203) 248-6671 . [www.qvhd.org](http://www.qvhd.org)

**Thursday, April 27, 2023**  
**(Remote Meeting Via Zoom)**  
**4:30 pm - Regular Board of Directors Meeting**

**Present:** C. Goldberg, J. Donaldson, R. Ivins, C. Lewis, P. Marone, J. O’Neil St. Peter, E.Thornquist, S. Yarbrough

**Absent:** K. Blake, A. Levison, R. Martinello, J. Nuzzolillo, P. Sandor

**Staff:** L. Altieri, R. Currier, L. Fox, R. Hamilton, J. Laudano, M. Mocarski, A. Mulvihill, K.Sepulveda

**President**

C. Goldberg, President started the meeting at 4:36 p.m.

**Approval of March 30, 2023 - Board Meeting Minutes**

**Motion** by J. St. Peter, **seconded** by C. Lewis, to approve the Board Meeting Minutes of the March 30, 2023 - Board Meeting.

**Motion** to accept the minutes **passed**.

**Financial Report**

L. Altieri reviewed the highlights of the monthly financial report and stated the justification of the expenses that have increased.

**Motion** by J. St. Peter, **seconded** by C. Lewis, to place the financial report on file.

**Motion** passed.

**FY 2023-24 Operational Budget**

L. Altieri reviewed the items on the budget.

- C. Goldberg indicated that Website Maintenance is a new line item and the Web Page is in the development stage.
- C. Lewis, K. Sepulveda and the New Health Director will collaborate with the Web Company - North Star Design.
- C. Goldberg stated money needs to stay in Reserve for Operational Expenses and Emergency Expenses. Approximately \$27,000 will be taken out of the savings for the increase in Employee Benefits Cost, Completion of the Scanning Project, and Fixing the Back Door Entranceway.

- L. Altieri stated that G. Sinnoman, Auditor confirmed with her that our reserves are low, and they are lower than our neighboring Health Departments. (This is public knowledge.)
- C. Goldberg stated the purchase of a company vehicle is not possible at this time. We can only spend what we take in.

**Motion** by P. Marone, **seconded** by J. St. Peter, to approve the 2023/2024 Operational Budget. **Motion** passed unanimously.

#### Audit Report for Fiscal Year Ending June 30, 2022

C. Goldberg stated we are on track with the audit. There are no issues to be disclosed.

**Motion** by R. Ivans, **seconded** by E. Thornquist, to accept the Audit Report for the Fiscal Year Ending June 30, 2022. **Motion** passed unanimously.

#### Revision to the QVHD Environmental Health Regulations

- The State Statutes and State Public Health Codes have been revised. Therefore, our Local Regulations were revised to reflect the changes.
- Title D: Regulation Requiring Licensing of Food Establishments.  
The FDA Food Code was adopted. There will be no more scoring and rating.
- Title K: Regulation Pertaining to Salons and Spas Related Certification Requirements, Fees and Penalties.  
The State now requires all Eye Lash and Nail technicians to be licensed by the State of Connecticut.

**Motion** by J. St. Peter, **seconded** by E. Thornquist, to accept the New Food Licensing Regulations. **Motion** passed unanimously.

**Motion** by R. Ivins, **seconded** by E. Thornquist, to accept the New Regulation Pertaining to Salons and Spas Related Certification Requirements, Fees, and Penalties. **Motion** passed unanimously.

#### Change Inspection Fee Schedule

It was proposed that the following changes be made to the Inspection Fees.

- First Inspection - Free
- Second / Re-inspection - \$75.00
- Third Inspection - Half of the License Fee.

There was no motion to move this item forward.

**Motion** by J. Donaldson, **seconded** by R. Ivans, to move into the Public Hearing at 5:31 p.m. **Motion** passed unanimously.

There were no guests for the Public Hearing.

**Motion** by P. Marone, **seconded** by J. St Peter, to move out of the Public Hearing at 5:41 p.m. **Motion** passed unanimously.

**Motion** by E. Thornquist, **seconded** by S. Yarbrough, to move back into Regular Session at 5:41 p.m. **Motion** passed.

### Administrative Reports

Acting Director of Health – Roslyn Hamilton

Discussed the following: -

- It would be a nice gesture to celebrate the end of the pandemic with the staff.
- Board orientation would be helpful.
- The EPA Lead Standard will soon be changed, and more kids will fall into the danger zone.
- The new FDA Food Code will require more Food Establishment inspections.
- A Grant Writer could assist in bringing in additional money for the services we need to provide.
- The back door needs attention to avoid more problems with water access to the building.

Community Health: A. Mulvihill , Director of Community Programs

Discussed the following:

- A. Mulvihill stressed the importance of financial allocations to keep K. Sepulveda on staff for her exceptional work for the Community.
- A. Mulvihill continues to be dedicated to Tuberculosis (TB) response care for 2.5 to 3 hours a day.
- A. Mulvihill and K. Sepulveda participated in the North Haven Earth Day on April 29, 2023.
- A. Mulvihill and K. Amodio attended the North Haven Memorial Library’s Parent Resource Fair on March 25, 2023.
- K. Sepulveda assisted with the Town of North Haven’s “Medication Take Back Day” on April 22, 2023.
- A. Mulvihill and K. Sepulveda will offer a “Question Persuade Refer (QPR) Training” at the Hamden Library for National Mental Health Awareness Month on May 16, 2023.

The full report has been placed on file.

Environmental Health: L. Fox, Chief of Environmental Service

- The Scanning Company will commence the scanning of the Hamden Street Files.
- New documents will need to be scanned and uploaded on a daily basis.
- QVHD needs an Office Manager to manage the project.

The full report has been placed on file.

**Executive Session:**

**Motion** to move to Executive Session was made by S. Yarbrough, **seconded** by J. Donaldson.

**Motion** passed.