MINUTES
Board of Health Meeting
November 23, 2020

Present: Robert Carangelo, Esq.; Dr. Sarah Gamble; Dr. Andrew Bronin, Lauren O’Keefe, APRN, FNP-BC; Vick Sandhu, Esq.; Maryann Ramos, MPH, PA-C Emeritus; Ann Fountain

Guests: Tracy Schietinger, GEMS Executive Director; Tom Miserendino, GEMS Director of Finance;

Staff: Joanna Lipson, Operations Administrator; Carline Baisley, Director of Health

Mr. Carangelo called the meeting to order at 6:31 PM.

Minutes
The minutes of the September 29 and October 26, 2020 meeting were approved.

(Motion: Bronin / Second: O’Keefe / Vote: 7 in favor – 0 opposed)

GEMS 2021-2020 Proposed Budget
Mr. Miserandino reported that GEMS 2021-2022 budget has not significantly changed from the previous one, except for the patient revenue line. As a result of COVID-19, billable calls year to date are down 14% year to date, which has a significant impact on the revenue. As a result, for the fiscal year 2022, the revenue is projected to decrease by 10% and the total budget increase is 1.75%. On the expense side, the head count is decreased by ½ employee and departmental budgets are decreased by 2-2.75% over the previous year budget. The office supplies were decreased by 20% and medical supplies increased by 7%. Vehicle repair expense was reduced by 16% over the previous year and vehicle insurance increased by 7%. The standby revenue is down 20% and investment income is near 0% due to low interest rates. Salary expense is down $36,000. The 2020-2021 budget was approved by GEMS Board of Directors on November 16, 2020.

Chairman moved the Board to endorse the GEMS 2021-2022 Budget as presented by a vote.

(Motion: Sandhu / Second: O’Keefe / Vote: 7 in favor - 0 opposed)

Department of Health 2021- 2022 Proposed Budget
Chairman reported that the Department’s Budget Subcommittee consisted of the Department’s staff and selected Members of the Board of Health. The liaisons form The RTM Health and Human Services Committee also attended one of the budget meetings and provided their feedback. The 2021-2022 show 1.97% increase from the previous year’s budget, which is just under the 2% BET guidelines. The biggest driver of the increase are salaries and $5,500 to maintain lab equipment used for water testing.

Chairman moved to approve the 2021-2022 Department of Health’s Proposed Budget as presented.

(Motion: Bronin/ Second: Ramos / Vote: 7 in favor - 0 opposed)

Department of Health 2020 - 2021 Proposed Fee Schedule
Chairman noted that the consensus from the Budget Subcommittee was to keep most fees flat.

Chairman moved to approve the Department’s 2021-2022 Fee Schedule.
Other Business
Chairmen requested the Members of the Board review the 2021 BOH meeting schedule, which needs to be finalized by the end of December.

COVID-19 Update

- The Director of Health reported that Fairfield County is in the red zone, which means the 14-day rolling average is above 15 COVID-19 positive cases per day.
- The Governor made the decision to significantly limit sports activities across the State, which should help control the increase in cases.
- At this time there are no incidences of virus transmissions within schools, which is a testament of school officials being vigilant and strictly following guidance.
- The Department has an adequate number of contact tracers at this time; however, the Director will be hiring additional 3 part-time tracers with the grant funds received from the State to help with a potential surge of cases. In addition, the State trained a cadre of volunteer and paid tracers to assist local health departments when needed.
- The COVID-19 vaccine is expected to be approved by the FDA within weeks and the first doses are expected to be available to first priority groups in early December.
- The Town Hall is open to the public from 8:00 AM to 1:00PM and by appointment thereafter.

Chairman thanked Mr. Sandhu for his service on the Town’s Community Development Advisory Committee and announced that Ms. Ramos agreed to take on that role.

There being no further business, Mr. Chairman moved to adjourn the meeting at 7:15 PM.

(Motion: Ramos/ Second: Gamble / Vote: 7 in favor - 0 opposed)

Respectfully submitted for Ms. Ramos,

Maryann Ramos, MPH, PA-C Emeritus