



TORRINGTON AREA HEALTH DISTRICT

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“Promoting Health & Preventing Disease Since 1967”

**THE BOARD OF HEALTH WILL MEET
ON THURSDAY, SEPTEMBER 21, 2023 AT 7:00 PM
350 Main Street Torrington, CT 06790**

- *Listed below Agenda items are motions that will be sought during the meeting*

1. Minutes of June 15, 2023 meeting

Move to accept the June 15, 2023 minutes

2. Board of Health & Staff

a) Changes in Board Members

- Dr. Scappaticci has resigned

b) Changes in Staff

- Lauren Montague & Wendy Batterton have been hired as Sanitarian Trainee's
- Bob Smith will retire as a FTE as of Sept 30, 2023. He will work part time for 1 year.

c) Board of Health meetings schedule 2024

d) Question and/or comments from board members or members of the public to be placed on the agenda (If an action item is added to the agenda a 2/3 vote is needed to take any action)

3. Chairman's report

- Renewal of the Director of Health Contract

Move to renew the contract of Robert Rubbo, Director of Health for a three-year period (July 1, 2023 – June 30, 2026) under the terms and conditions as written in the contract.

4. Committee Reports

a) Finance Committee – Lou Timolat

- Report on FY23 year-end / Audit
- Report on FY24 YTD
- Schedule of Allocation FY 24

Move to accept the schedule of allocation dated 9/21/2023 as presented

b) Building Committee – Tom Breakell

- Generator project status
- North Parking Lot status

c) Personnel Committee – Keith Wilson

- Election of Officers

Personnel Committee Chairman Keith Wilson to open Nominations:

I Keith Wilson recommend that the incumbents be re-elected for their positions with Mr. Collins as Chairman and Mr. Waldron as Vice Chairman of the TAHD Board of Directors. If there are no other nominations I will close the nominations.

Move the slate of officers as presented be approved with the secretary casting one (1) vote

Borough of Bantam, Bethlehem, Canaan, Cornwall, Goshen, Harwinton, Kent, Borough of Litchfield, Litchfield, Middlebury,

Morris, Norfolk, North Canaan, Plymouth, Salisbury, Thomaston, Torrington, Warren, Watertown, Winsted

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By Darlene Brady at 1:41 pm, Sep 14, 2023

5. TAHD Sanitary Code revisions – Tom Stansfield
 - Temporary event definition per FDA code
 - Food Service establishment definition to include grocery stores serving TCS foods per FDA code including fee schedule update to include grocery stores.

Move to adopt the proposed changes to the TAHD Sanitary Code as presented

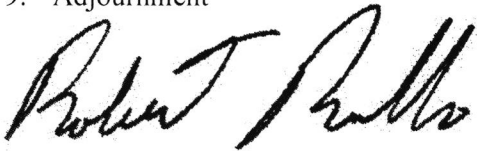
6. Director's Report

7. Program Reports

- a) Food Protection Program – Tom Stansfield
- b) Environmental Health Program – Tom Stansfield
- c) Lead Poisoning Prevention Program – Tom Stansfield
- d) Emergency Preparedness – Written Report
- e) Influenza Clinics – Robert Rubbo
- f) Suicide Prevention Program – Written Report
- g) Immunization Program – Written Report
- h) Opioid Prevention programs – Written Report

8. Other Business

9. Adjournment

A handwritten signature in black ink, appearing to read "Robert Rubbo". The signature is written in a cursive, flowing style.

Robert Rubbo, MPH, Director of Health