



TOWN OF MONROE
HEALTH DEPARTMENT

7 Fan Hill Road
Monroe, CT 06468
Phone: 203-452-2818
Fax: 866-256-7016

www.monroect.gov/health

Amy Lehaney
Director of Health
alehaney@monroect.gov

MONROE BOARD OF HEALTH MINUTES
Monroe, Connecticut

March 13, 2024

Present: Christopher Thornley, Michael Herlihy, Laks Pudipeddi, Amy Lehaney

Absent: Enid Lipeles, Town Council Liaison

A. Call to Order

The virtual, on-line meeting was called to order by Christopher Thornley at 6:06 PM. Christopher Thornley provided meeting introductions and discussed meeting requirements.

B. Public Participation: None

C. Approval of the Minutes

The membership reviewed the Minutes dated December 13, 2023. A MOTION was made by Christopher Thornley, SECONDED by Michael Herlihy to approve the minutes dated December 13, 2023. MOTION CARRIED UNANIMOUSLY.

D. Director of Health Discussion Items

- January was Radon Awareness Month. We had a presentation on January 10th at the Edith Wheeler Memorial Library and around 10 people attended. We distributed 34 Free radon test kits through the month of February and we have received results for 12 of them.
- Food Service Renewals are being done both electronically and on paper this month as we have started to roll out our new database which will allow us to take credit card payments for licensing.
- Revised job description approved this week by Town Council for the Sanitarian/Health Program Planner position. Position is anticipated to be filled in June.

1. Environmental Health Activity Report

- We are right on track with routine inspections. Soil testing and related subsurface sewage disposal activities are picking up as we get into the Spring Season.

2. Revenue Report

- All License fees for salons were received.
- Currently receiving Food Service Renewals.

3. Grant Update

- a. **ELC 2-Covid Grant** - Grant extended until 2026 and is currently used to fund the Health Educator. We expect the grant funds to run out in June 2024.

- b. Public Health Emergency Preparedness Grant** - Yearly grant from DPH which runs July 1-June 30. We are currently using the funds for a part time Public Health Emergency Preparedness Coordinator who is working on revising all of our Public Health Emergency Preparedness plans. These plans must be signed by the First Selectman and submitted to the State by June 30th.
- c. Workforce Development Grant** - Grant runs through 2027 and we have begun to spend some of the funds on trainings.

E. Unfinished Business

- The budget has been approved so far as proposed.
- The new fee schedule is set to go into effect on July 1, 2024.

F. New Business

G. Adjournment

A MOTION was made by Christopher Thornley, SECONDED by Michael Herlihy to adjourn at 6:14 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Amy Lehaney, MPH, RS
Director of Health