

**Monthly Meeting**  
**Minutes**  
**June 8, 2010**  
**8:00 AM**  
**Library**

**Call to order at 8:10 AM**

Present:

Board of Health – Matt Brovender, Esq., Greg Burnett, Kenneth Lalime, RPH, John McNamara, MD, Theresa Quell, PhD, RN, and Ed Tracey, MD

Staff – Tim Callahan, Director of Health, David Reed, MD, Medical Advisor, Tom Closter, Director of Environmental Health

Minutes of May 11, 2010 meeting - **Motion to approve by Ms. Quell, seconded by Dr. Tracey, passed unanimously**

**Personnel Update**

Projects Coordinator – Negotiations with the lead candidate are underway.

Health Educator – Interviews are scheduled for mid June 2010.

**Norwalk Community Health Center Update**

Congressman Jim Himes is assisting in finding a workable solution to the untenable situation created by the HRSA approval of Community Health Centers Inc. change in scope application.

**Building Improvement Schedule**

The Purchasing Director and staff are assisting in developing a bid document for the replacement of windows and doors, ceiling grids and panels, painting, flooring and 2<sup>nd</sup> floor bathroom renovations. Bids are due by end of September 2010.

**Environmental Health Software Demonstration**

Tom Closter demonstrated the Digital Health software program. The inspectors will use tablet computers in the field to record inspection and investigation information. One of the many features is the availability of information, such as septic system as built drawings, on the health Department web site. The inspectors are converting to the new system.

Motion to adjourn at 9:10 Am by Ms Quell seconded by Mr. Burnett passed unanimously