



Kevin A. Elak, MPH  
Director of Health

## City of Middletown

Department of Health  
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### Middletown Board of Health Minutes from March 14, 2023 Meeting

**Present:** Reverend Robyn Anderson, Kevin Elak, Brian Gartner Jr., Yvonne Joy, Anthony Mangiafico, Linda Salafia

**Absent:** Patricia DiStefano, Stan Opalacz, Jennifer Sparks

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#### Call To Order:

- Board Chairperson Patricia DiStefano was not in attendance. Anthony Mangiafico volunteer to act as the alternate chairperson for this meeting.
- Meeting was called to order at 6:04 PM by Anthony Mangiafico.

#### Approval of Minutes:

- Minutes for February 14, 2023. Motion by Linda Salafia, 2<sup>nd</sup> by Brian Gartner, Jr. All in favor. Motion Passes.

#### Public Hearing for Agenda Items:

- None

#### Directors Report:

- Director of Health
  - Director Elak provided an update on the measures that the health department has taken to prepare for the new food code in Connecticut. Several virtual and in-person webinars and informational sessions were held for food establishment

- owners, managers, and employees to learn about important changes to the food code. The health department sanitarians are also learning how to use the new inspection form. The department will soon be migrating over from a paper based inspection form to an electronic one. It is required by state statute that the new digital inspection report look similar to the state paper inspection report. The form has been submitted to the state health department for review.
- A conditional offer of employment has been made for the Sanitarian position that was previously held by Vincent Mazzotta. The 1<sup>st</sup> round of interviews for the Public Health Manager position took place last week. Out of 7 applicants, 3 will move on to the next round of interviews.
  - Division Report
    - Jennifer Sparks not in attendance. A copy of the report for the environmental health, housing, emergency preparedness, and health education divisions were shared via email with the commissioners prior to the meeting.

#### **Old Business:**

- Draft changes to Middletown Code of Ordinances Chapter 107 (Animals)
  - Brian Gartner, Jr. provided an update. Brian serves as the chairperson of the City of Middletown Conservation and Agricultural Commission. Brian reported that the commission is working on drafting a new right-to-farm ordinance. The intent of ordinance is to promote and preserve farming activity in the city. The proposed ordinance mirrors the language in the state right-to-farm ordinance. Brian also reported that the commission will review the proposed revision to the animal ordinance (Chapter 107) at their next meeting and provide an update at the April Board of Health Meeting.

#### **New Business:**

- No New Business

#### **Other Business:**

- There was a discussion about the draft letter regarding the need for a permanent, part-time Public Health Nurse in the Health Department. It was suggested that a salary range be added to the letter to provide better insight on the fiscal impact of the city budget. Director Elak agreed to research average salaries for Public Health Nurses.



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### Adjournment

- Brian Gartner, Jr. made a motion to adjourn. 2<sup>nd</sup> Yvonne Joy. All in favor. Motion passes.  
Meeting adjourned at 6:34PM

Respectfully Submitted:

A handwritten signature in black ink that reads "Kevin Elak".

Kevin A. Elak, MPH  
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