



Northeast District Department of Health

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DRAFT Finance Committee Meeting Minutes 3/20/25

Start Time: E. Lippke called the meeting to order at 3:03 pm.

Committee Member Attendance

Elaine Lippke (Finance Chair), Mary Eames, Patti George, John Murdock, Luigi Sartori (Director of Health), Melissa Nichols (Finance Manager)

Absent: Chris Lippke, Linda Buisson

Public Participation

None.

Meeting Minutes – January 23, 2025

Motion made by J. Murdock to accept the minutes of January 23, 2025, as submitted. Seconded by P. George. E. Lippke, M. Eames, P. George, and J. Murdock in favor. Motion carried. (4-0-0)

FY 2025 Budget-YTD February 2025

Report presents NDDH is eight months into the fiscal year (66%). Actual to budget breakdown shows fees at 78%, total income is 97%, and expenses are 59%.

FY 2026 Budget-Draft 3.20.25

The current governor's draft budget plans on reducing the State matching per capita rate by 10%. The rate will go from \$2.60 to \$2.34, which results a loss of \$19K in NDDH's FY26 budget.

L. Sartori informed the committee that public health institutions are petitioning the state for an increase in the state per capita. Local town leaders and representatives in our district have been asked to reach out to the state to support this request. NECCOG, CEHA, CADH and L. Sartori have all submitted letters requesting an increase in the state per capita amount.

Finance Committee recommends an additional \$2K to be applied in the FY26 budget, to vehicle reserves.

P. George recommended to bring the proposed budget, with the inclusion of the vehicle reserve funds, to the Board for vote. M. Eames seconded the motion. E. Lippke, M. Eames, P. George, and J. Murdock in favor. Motion carried. (4-0-0)

Unfinished Business

- NDDH Generator – No update. Tabled.

New Business

- CT FMLA and CT Paid Leave

As of October 2024, employees started to pay 0.5% contribution towards CT Paid Leave as due to agency's non-exempt status change. At the beginning of this year, new requirement changes to CT Paid Leave were mandated regarding the number of sick hours employees were allowed per year for every employer in CT. NDDH's current sick policy meets and exceeds the mandate changes.

Laws to provide CT FMLA changed during the period when NDDH was considered exempt. CT FMLA defines an employer that has one or more employees working for a CT company must provide CT FMLA benefits. CT FMLA entitles eligible employees to a total of 12 work weeks of unpaid/paid, job-protected leave during any 12-month period. NDDH will run paid leave concurrently with CT FLMA.

- Section 125 IRS Code 1986 (Cafeteria Plan)

This plan allows employees the option to pre-tax their health insurance payroll contribution. This will reduce Social Security and Medicare costs for the employee by 7.65% and reduces the matching employer contribution. Employees may elect to waive Section 125.

- Budget Meetings: April 3rd and April 10th

J. Murdock motioned to cancel the April 3, 2025, and April 10, 2025, budget meetings.

M. Eames seconded the motion. E. Lippke, M. Eames, P. George, and J. Murdock in favor. Motion carried. (4-0-0)

Next Meeting

Thursday, May 29th from 3:00-5:00 pm in NDDH Conference Room.

Adjournment

Motion to adjourn by M. Eames. J. Murdock seconded the motion. E. Lippke, M. Eames, P. George, and J. Murdock in favor. Motion carried. (4-0-0).

Adjournment: 4:13 p.m.

Respectfully submitted,
Linda Violette Buisson
Executive Assistant
(Transcribed from audio tape)