



Westport Weston
Health District

REGULAR MEETING
BOARD OF DIRECTORS
WESTPORT WESTON HEALTH DISTRICT
May 11, 2020
7:00 P.M.

AGENDA

I. Call to Order

II. Approval of Minutes

- a. Regular Meeting of February 10, 2020. VOTE

III. Communications

- CT-DEEP Program announcement for Odor School Training Sessions.
- March 8th Article in the Hour regarding COVID19 Forum in Westport.
- March 10th Letter from the Governor's Office delegating isolation or quarantine powers to public health.
- March 13th Article in the Hour regarding coronavirus confirmation testing.
- March 15th letter from Mark Cooper to DPH Commissioner Coleman-Mitchell notifying DPH of the presence of COVID19 in Westport
- March 20th letter from Mark Cooper to DPH Commissioner Coleman-Mitchell requesting regional response.
- March 27th letter from DPH Commissioner Coleman-Mitchell acknowledging Cooper's letters.

IV. Appointment of Auditor - Annual Notification to OPM VOTE

V. Director of Health Report

- a. Operational and Permit Activity report for February, March and April.
- b. Update on the Town of Easton's consideration of joining the WWHD
- i. Potential need to reschedule June 8th Regular meeting to June 15th to act upon a request from Easton to join the WWHD.

VI. Budget Discussion and possible adoption VOTE

VII. Adjournment VOTE

NEXT SCHEDULED MEETING DATE: June 8, 2020

Approval of Minutes



Westport Weston
Health District

REGULAR MEETING MINUTES

WWHD BOARD OF DIRECTORS

February 10, 2020

Subject to change until approved by the Board of Directors

The Regular Meeting was called to order by Chairman Otis Crawford at 7:04 pm. The following voting Board Members were present: Chairman Otis Crawford, Vice Chairman Revzon, Director Ilisa Nussbaum, Director Paul Shaum, and Director Linda Lewis Bruce.

Also present were: Mark A.R. Cooper, Director of Health.

Approval of Minutes

Chairman Crawford asked if there were any questions or comments on January 13, 2020, Regular Meeting Minutes.

There were no questions or comments. On a motion made by Vice Chairman Revzon and seconded by Director Shaum, the Board voted to approve January 13, 2020, Regular Meeting Minutes. Chairman Crawford voted yes; Vice Chairman Revzon voted yes, Director Bruce voted yes, Director Nussbaum voted yes, and Director Shaum voted yes.

A motion was approved 5 to 0.

Communications

Mr. Cooper noted that the Health District is hosting a CT-DEEP Odor School Training on February 18th; successful participants become certified Naşal Rangers. Mr. Cooper noted that the WWHD still has a limited supply of seasonal flu vaccine and sent out a press release on January 14th advising the public as such. With the outbreak of Coronavirus in China, Mr. Cooper prepared a statement for the Selectmen in Westport and Weston outlining WWHD's monitoring for the virus.. Mr. Cooper noted that the January 29th Press release was an update on the virus and an announcement of the up and coming "Lets Chat" series.

Audit Report

Mr. Charles Costello from the Costello Company LLC distributed draft copies of the Independent Auditor's Report and Supplemental Report for the Fiscal year ending June 30, 2019. The Costello Company has audited the WWHD for several years now but changes his audit approach every year. He summarized the main audit points:

Page 1A - Independent Auditor's Report – tells the reader that this is an audit, the highest level of review. The second thing the State might note is the last paragraph – it is the Auditor's opinion that the financial statements presented fairly in all material respects. This is considered an unmodified opinion; it is a clean opinion.

Page 1B - continuation of Independent Auditor's Report, last paragraph – Because of state grants, a Yellow Book audit must also be done. A Yellow Audit includes a review of invoices, making sure it is correct; the correct authority approved it and is there a system in place to ensure it is properly recorded. There were no findings.

Page 3 - Exhibit A – This is sort of a balance sheet, cash at the end of the year, including checking account and Stiff account added up to \$715,583. The deferred outflow related to pension, \$586,129, fluctuates each year based on a State calculation of the District's pension obligation. If everyone retired all at once, the District would owe \$1,068,536. Last year that number was only \$521,000; it is only a state calculation and fluctuates based on the stock market and other things. There is a state web site where one can find the State Audit Report for Pensions, that shows where all the numbers come from.

Page 4 - Statement of Activities – outlines expenses versus income for a net position of \$111,072.

Page 5 - Governmental Funds Balance sheet – summarizes the various fund accounts and their amounts.

Page 6A - Statement of Revenues, Expenditures and Changes in Fund Balances – It was noted that total revenues were \$1,330,090, last year it was \$1,357,000 down about \$27,000. Expenses were \$1,167,796, \$162,294 less than revenues.

Page 8 - Schedule 1 Budget to Actual General Fund – This page shows what actually happened: \$1,348,380 was budgeted for revenue, but only \$1,330,090 came in. On the expenditure side, \$1,426,894 was budgeted but only \$1,167,796 was expended.

Mr. Costello asked if there were any questions. Director Bruce asked about the auditing process and whether there should be any changes to the audit approach. Mr. Costello responded that everything that was tested was found to be fine. If anything were found to be wrong, he would report on it. He then explained that he uses a risk-based audit process. He looks at an organization and asks where are the risks, looking for material misstatement of the financial statements. He tests internal controls, dispersments, calculates materiality, and uses a computer-generated selection of records to inspect. Every audit he looks at something different. He tries hard to find something but has not.

Mr. Costello noted that there was somewhat of a curve ball during the audit. The past year the WWHD transitioned from a Peach Tree accounting program to Quick Books. In the process, after the data files were transferred to Intuit, the balance sheet accounts where all messed up during the transfer into Quick Books. It took hours to straighten out, every transaction had to be reconciled. It was not a system issue; it was a transition to software issue that has been straighten out.

Chairman Crawford asked Mr. Costello who gets a copy of the Audit. He responded that it goes to State Department of Health, and CT-OPM.

There was general discussion on the audit process, the results and WWHD's operations and changes that have resulted in the favorable fund balance.

On a motion made by Vice Chairman Revzon, and seconded by Director Nussbaum, the Board voted to accept the Draft Westport Weston Health District Financial Statements as of June 30, 2019, as corrected, together with the Independent Auditor's Report and Special Report, Prepared by Costello Company, LLC.

Chairman Crawford voted yes; Vice Chairman Revzon voted yes, Director Bruce voted yes; Director Nussbaum voted yes, and Director Shaum voted yes.

A motion was approved 5 to 0.

Director of Health Report

Consolidated Income Statement and Operational & Permit Activity Reports

Mr. Cooper summarized the Consolidated Income Statements and Operational and Permit Activity Reports for January. There were no questions.

Mr. Cooper summarized the Community Health Financial Report noting that the format is still underdevelopment and is open to Board member suggestions.

Mr. Cooper noted the focus of this month's Emergency Preparedness report is on the Coronavirus now being referred to as COVID-19. Information coming out of CDC changes almost daily. Currently, the risk to the average U.S. citizen is considered low. Travelers coming out of China are screened at airports. The Health District is monitoring 2 travelers who have come from Asia.

Mr. Cooper summarized three requests for fee refunds, for activities that were never started. District staff have put any work hours into these activities. He has no objection to approving these requests. There was general discussion on each request. The consensus of the Board was that it was ok to approve the refund requests.

2020 – 2021 Budget Discussions.

Mr. Cooper explained that he has submitted placeholder budget proposals to both Weston and Westport because of the ongoing discussions with Easton who is considering joining the District. The place holder budgets are flat, no increase from last year. Should Easton vote not to join, the place holder budget amounts should suffice. He noted more budget meeting are coming up, but so far, the budget meetings with town officials are going very well. More meetings to come. There was general discussion on how the discussions with Easton joining are going with Mr. Cooper indicating that he felt they were going very well. Mr. Cooper explained that he has developed a budget that includes Easton; Easton would pay just a little more than they are currently for public health services and because of the state per capita funding, Weston and Westport would pay a bit less, even though the operating budget increases a little.

Land Use Program Update

Mr. Cooper summarized the land use program issue indicating that what he has been telling the Board , may not come to pass. When the project began, he was being told that the Town was going to pay for the upgrades needed for the District to be able use the system. This included 3 new computers with double screens to allow staff to review plans digitally, a kiosk out front for citizens to apply online if needed, a large printer and scanner to print out digitally submitted plans for use by installers and inspectors in the field, and an upgrade to the District internet connectivity to able to upload large maps. With the change of staff and other IT needs the District has engaged CVM to service the District's IT needs and have already upgraded to a faster internet connectivity and installed wi-fi in the building in anticipation of additional work the Town had indicated it would do. Just last week it came to Mr. Cooper's attention that significant unilateral changes were made to the understanding with the Town without any discussion, that in his

opinion, made the project unworkable from the District's perspective. Various emails were being exchanged until a meeting with the First Selectman was arranged to discuss the matter. Chairman Crawford attended the meeting. An agreement was worked out and Mr. Cooper now believes the project is back on a workable tract.

There was general discussion on the project and the need not to have dissatisfied customers at this critical time of other towns considering joining the District. The Board questioned the statement about "lack of transparency" in one of the emails, with Mr. Cooper responding that is the first he has heard of any such complaint and believes it is totally unfounded. He will question that statement at a better time, not wanting to add fuel to the fire while trying to find a reasonable compromise to help move Westport's project forward.

Executive Session – Personnel Evaluation

There was general discussion about evaluating performance. Mr. Cooper was asked if he would want to stay in the room. He indicated that he had no preference and that he would leave it to the Board to decide. One member of the Board indicated they would feel more comfortable without Mr. Cooper present.

At 8:18m on a motion made by Director Bruce and seconded by Vice Chairman Revzon the Board voted to enter an Executive Session to discuss the performance of the Director of Health. Chairman Crawford voted yes; Vice Chairman Revzon voted yes, Director Bruce voted yes; Director Nussbaum voted yes, and Director Shaum voted yes.

A motion was approved 5 to 0.

Mr. Cooper Left the room

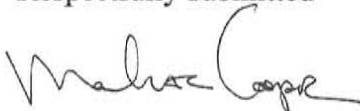
At 8:45 pm Chairman Crawford declared the executive over and resumed the Regular Meeting Agenda. Mr. Cooper reentered the room.

Adjournment

Chairman Crawford asked if there was any other business to come before the Board. On a motion made by Director Bruce and seconded by Director Shaum, the meeting was adjourned at 8:50 pm. Chairman Crawford voted yes; Vice Chairman Revzon voted yes, Director Bruce voted yes; Director Nussbaum voted yes, and Director Shaum voted yes.

A motion was approved 5 to 0.

Respectfully submitted



Mark A.R. Cooper Director of Health
Westport Weston Health District

Communications

ODOR SCHOOL TRAINING

Provided by:



St. Croix Sensory, Inc.

www.fivesenses.com

Training will be offered from 8:30 a.m. – 4:00 p.m. at the following locations:

- February 18, 2020: Westport Weston Health District Community Room
180 Bayberry Lane, Westport, CT
- February 19, 2020: DEEP Kellogg Environmental Center
500 Hawthorne Avenue, Derby, CT
- February 20, 2020: DEEP Marine Headquarters Conference Room (Education Center)
333 Ferry Road, Old Lyme, CT
- February 21, 2020: Connecticut Fire Academy
34 Perimeter Road, Windsor Locks, CT

Sponsored by:



THE HOUR

https://www.westport-news.com/news/article/Westport-officials-urge-residents-to-stay-15115531.php

Westport officials urge residents to stay informed amid coronavirus concerns

By DJ Simmons Updated 7:51 pm EDT, Sunday, March 8, 2020

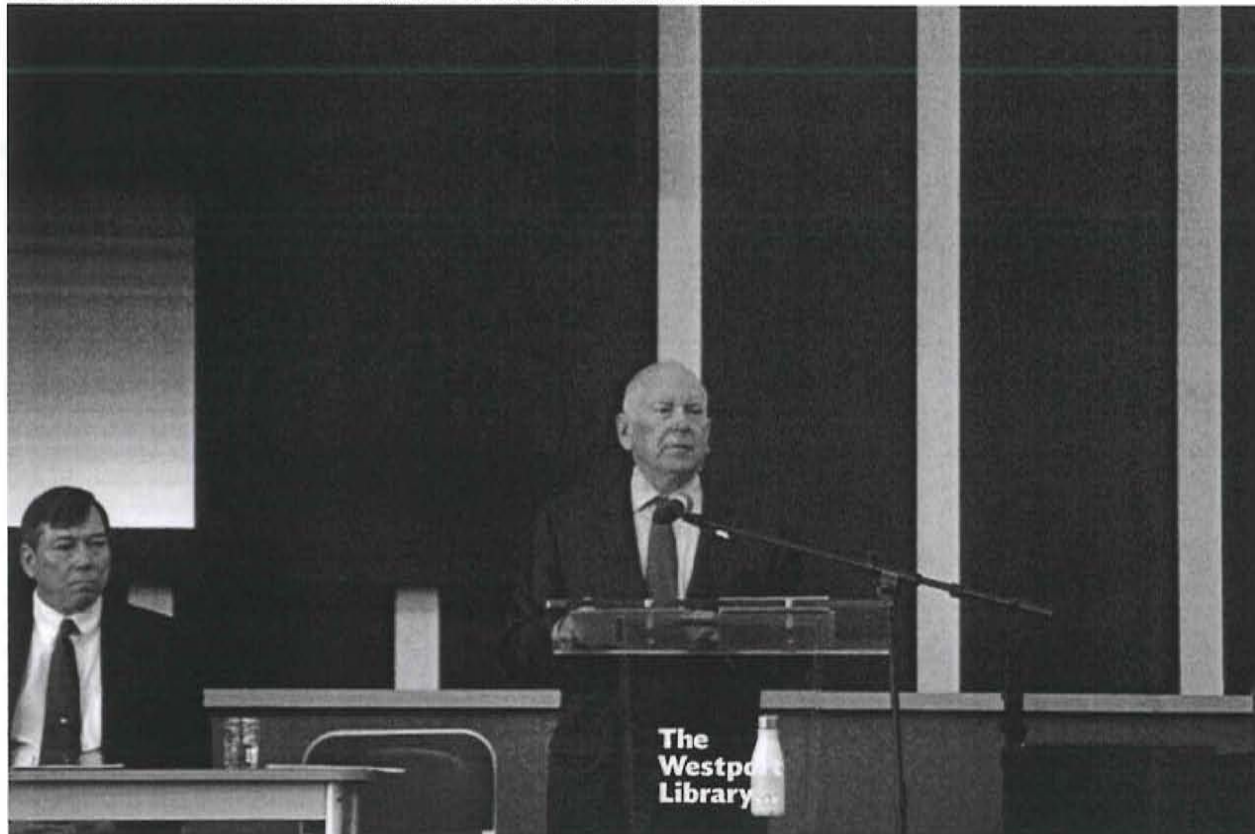


IMAGE 1 OF 13

First Selectman Jim Marpe speaks at a forum on the coronavirus held at the Westport Library on Sunday.

WESTPORT – With coronavirus fears continuing to spread as fast as the virus itself, Westport officials are preparing for a panel discussion on the virus. Sen. Warren: 'Taking a Deep Breath' Before Endorsement Decisi

On Sunday, town and state officials gathered at the Westport Library to inform residents. Attendance for the panel were First District's Director of Health Mai

"The Health District is in constant communication with the Centers for Disease Control

information that will guide our decision process."

Just days ago, Gov. Ned Lamont announced **two known cases** of COVID-19 in Connecticut, one being an employee of Danbury and Norwalk hospitals.

"Ironically, both of them live in Westchester County," Marpe said. "So, the reality of this virus is coming closer."

Officials cautioned residents to only receive their information from reliable sources such as the health district's official website. They also stressed residents not to panic, but to exercise caution by washing their hands and staying home if they feel sick.

More Information

Westport residents should visit **westportct.gov** or **<http://wwhd.org/>** to stay informed on the latest regarding coronavirus.

Cooper noted the health district has been monitoring the virus since it first broke out in China, and that health districts across the state have been engaged in information sharing.

"COVID-19 may not be in Westport or Weston right now today as we know it at this moment, but it is at our doorstep and

without a doubt it is going to be here," Cooper said.

Cooper's warning served as foreshadowing, as Lamont **announced** the first case involving a state resident was confirmed in Wilton before the forum ended.

The current mortality rate for coronavirus only reflects those sick enough to go to the hospital.

"As more people are tested, the denominator of all those who have coronavirus will increase substantially," Cooper said, adding as more people are tested, the mortality rate is bound to go down.

Town, school and state officials alike all have been preparing plans in case of an outbreak, though there has not yet been a reason to close businesses or town hall.

"Each and everyone of us has to take the responsibility to do what we can to reduce the risk of exposure for ourselves, our families, loved ones and, yes, the most vulnerable of our population from getting severe illness," Cooper said. "Truly we are all in this together."

Suzanne Levasseur, health services supervisor for Westport Public Schools, said the district is being as proactive as it can to mitigate concerns.

"We are continuously monitoring new developments," she said, particularly hand-washing in the schools.

Levasseur said schools have bought additional supplies for hand sanitizing, and have stepped up cleaning procedures. Plans are in place if the district has to close schools, she added.

"Whether that looks like online learning or learning packets for our elementary school students, that is in progress and is happening and is a work in progress," Levasseur said.

As coronavirus concerns grow, local stores have begun feeling the effects. At CVS on Post Road East, one employee said the shop has been out of surgical masks since the

virus was first announced weeks ago. Similarly, signs inside the Stop and Shop on Post Road East announced the store was out of stock for hand sanitizer.

Russell Levine, owner of Colonial Druggist on Post Road East, said an influx of residents have visited his store purchasing masks and medicine.

"It's been going on for about five weeks," he said.

Levine said his best advice in the interim is for people to steer clear of crowds and wash their hands.

But the coronavirus isn't the first scare he's seen since opening his store in 1954. Over the years, Levine said he's witnessed his fair share of panic, ranging from the SARS virus outbreak in 2003 to the H1N1 outbreak in 2009.

"I've seen these situations over and over again," he said. "Some are more serious than others, but eventually things do go back to normal."

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H E A R S T



Ned Lamont
GOVERNOR
STATE OF CONNECTICUT

March 10, 2020

The Honorable Denise Merrill
Secretary of the State
State Capitol Hartford, CT 06106

Frederick J. Jortner
Clerk of the State House of Representatives
State Capitol
Hartford, CT 06016

Michael Jefferson
Clerk of the State Senate
State Capitol
Hartford, CT 06016

RE: Declaration of Public Health and Civil Preparedness Emergencies

Dear Secretary Merrill and Clerks of the General Assembly:

In response to the global pandemic of COVID 19 disease associated with a novel coronavirus that is currently affecting multiple countries and states and has resulted in the spread of infections in Connecticut and surrounding states, as well as resulting shortages of personal protective equipment and other supplies that could jeopardize public safety and civil preparedness, and in order to provide me and other appropriate officials with all authorities necessary to limit the spread of the COVID 19 coronavirus and protect public safety within the State of Connecticut, I hereby declare a public health emergency and civil preparedness emergency throughout the State, pursuant to Sections 19a-131a and 28-9 of the Connecticut General Statutes. Such public health emergency and civil preparedness emergency shall remain in effect through September 9th, 2020, unless terminated earlier by me.

Specifically, in accordance with Connecticut General Statutes Section 19a-131a (f), I hereby authorize and direct the Commissioner of Public Health to delegate the powers regarding isolation or quarantine to municipal and district directors of public health. Municipalities, local

health officials, and local education officials are directed to follow previously issued guidance and apply relevant principles of risk management to decisions about whether to cancel, modify, or postpone large gatherings, public events, or travel.

Orders regarding additional measures to protect public health and safety, including suspension or modification of specific statutes, will follow as I determine to be necessary.

I am filing this declaration with you under my hand and seal on this 10th day of March 2020.



N Lamont

Ned Lamont
Governor

2:25 p.m.
TIME

RECEIVED

MAR 13 2020

WWHD

THE HOUR

<https://www.westport-news.com/news/coronavirus/article/Health-official-first-positive-coronavirus-case-15128952.php>

Westport confirms first coronavirus case, 6th in state

Updated 11:22 am EDT, Friday, March 13, 2020

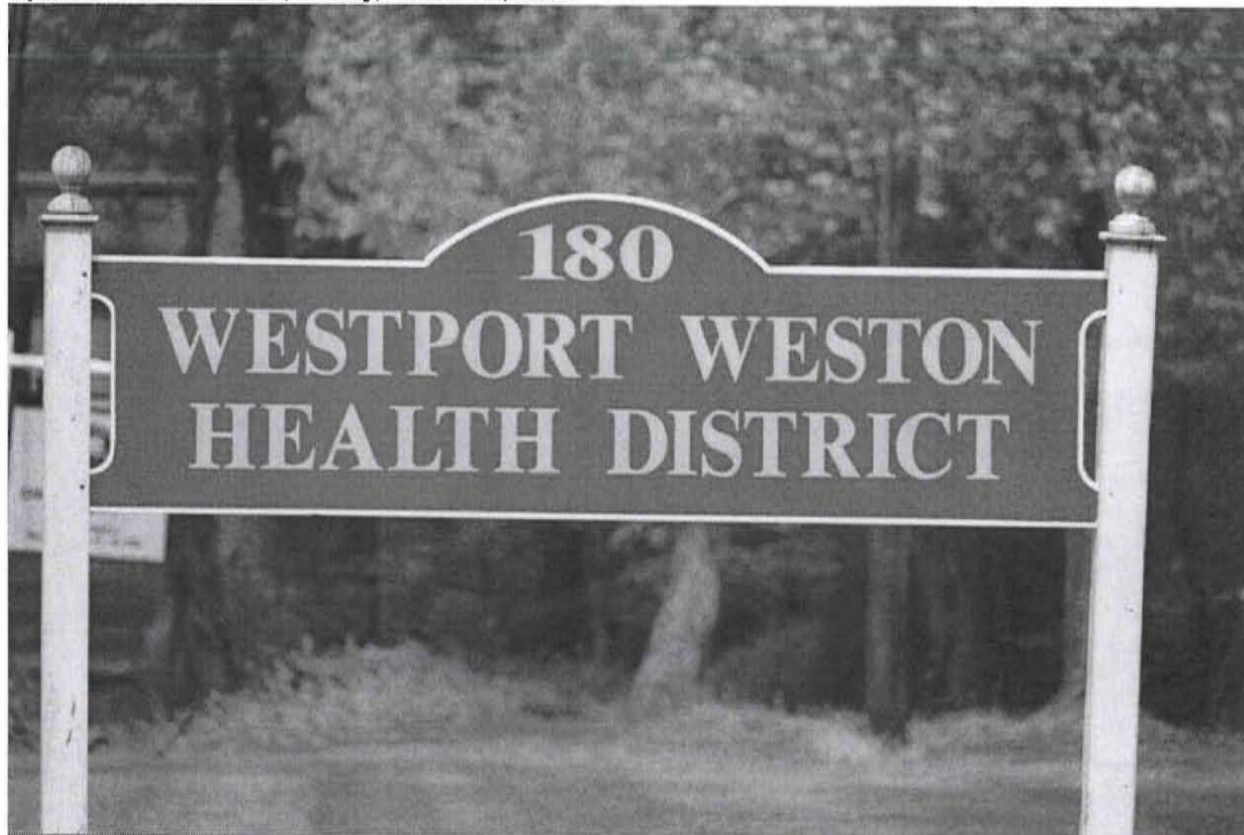


IMAGE 1 OF 62

The Westport Weston Health District.

WESTPORT — The first positive case of COVID-19 in town was confirmed late last evening by the state Public Health Laboratory, according to the health director.


"Westport's first positive COVID-19 case was confirmed late last evening by the State Public Health Laboratory," Mark Cooper, health director of the Westport-Weston Health District, said in a **statement** posted on the health district's website Friday. "This was expected and comes as no surprise."

As of Thursday evening, the Connecticut Department of Public Health's state laboratory had confirmed three additional individuals have tested positive in

Connecticut, according to Cooper. In total, 105 individuals have been tested in Connecticut: 6 positive and 99 negative.

Cooper said the number of Fairfield County test results will start to increase once the test results become known from those that were collected on Thursday.

Up Next - Justin Herbert shows off arm with flat-footed 62-YARD heave

Ad 2 of 2 : (0:09) 



"It is my understanding that once a nasal swab is sent to the lab, the results should be back in three to five days," he said. "The samples collected today are being shipped overnight to a private laboratory in California because the State Laboratory is running near or at capacity."

The health district received its first batch of test kits on Wednesday evening before beginning limited testing on Thursday afternoon.



**Westport Weston
Health District**

March 15, 2020

Renee D. Coleman-Mitchell, Commissioner
State Department of Public Health
Hartford, Connecticut

Dear Commissioner Coleman-Mitchell:

The Westport Weston Health District (WWHD) was first notified of a private party in which a suspect COVID19 positive person attended, just before noon on Wednesday, March 11, 2020. The party had been held on Thursday evening, March 5th and was attended by about forty individuals. The first call to the WWHD office was from a party attendee who indicated that they had been contacted by the host who told them that someone at the party was COVID19 positive. This initial contact reported that they were aware of about fourteen other party attendees who were now experiencing flu like symptoms.

WWHD staff made contact with the party host shortly after noon on March 11, 2020 to obtain a list of all those who had attended to begin contact tracing and instructing them in appropriate control measures. According to the host, attendees included individuals from another country and other states, who had by now left Connecticut. Contact was made with the individual identified by the host as the suspect Westport index case to attempt confirmation of the COVID19 infection, obtain information on health status, and travel history. The Department of Public Health, Department of Epidemiology and Emerging Infections Program was notified of the situation and appraised of the international and U.S. travel implications of the suspect index case and of the local actions taken. Use of the State Public Health Laboratory for testing was explored.

In accordance with provisions of the Westport Weston Health District's, and the towns of Westport and Weston's Emergency Operations Plans, the WWHD's Emergency Operations Center was partially opened to more effectively address the growing local public health concern from COVID19.

WWHD staff contacted as many of the party attendees as possible and began planning a COVID19 drive through testing station in the WWHD parking lot, which was conducted the afternoon of Thursday March 12. With only forty COVID19 testing kits available, testing was limited to those who attended the party and were now reporting flu like symptoms. Almost forty nasal swabs were obtained, processed and transferred to Quest Laboratory Services, where they were over-nighted to their California laboratory for analysis. The results are expected Monday (March 16th) morning.

Subsequently, it has been learned that there were perhaps more than the originally reported party attendees, some very reluctant to “get involved”, as well as reported international and travel across several states. The number of individuals self identifying as party attendees, or having contact with one, continues to increase daily. Many are from surrounding towns and not on the list of party attendees obtained from the host.

Additionally, on the afternoon of Saturday (March 14), the WWHD became aware of a local food worker with flu like symptoms that was transported from a local food service facility for medical evaluation with presumptive COVID19. DPH Food Protection staff was notified of this development and apprised of the local actions taken.

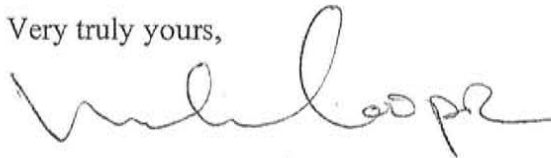
During WWHD staff interviews of party attendees, it was revealed that several had subsequently attended other large community gatherings during the weekend of March 7 and 8th. The number of potential contacts and those calling the WWHD office reporting that they have been exposed in the community continues to grow exponentially. As of this morning, of the thirty-one nasal swab test results received from the collection on March 12th, twenty are positive for COVID19.

Therefore, in accordance with the local health responsibilities outlined in local Emergency Response Plans and Connecticut’s Public Health Emergency Response Plan, Emergency Support Functions #8, I must report that the rapid community spread of this virus clearly exceeds the WWHD’s local capacity to identify, contact and test those that may be exposed to and/or be COVID19 positive and must request support from DPH in the direction and control of this infection.

This virus is making its way across Fairfield County very quickly, in part because the general public does not seem to be taking voluntary isolation seriously enough. I believe a coordinated regional, if not state wide approach setting more stringent public health control measures, with the State Department of Health and Governors office taking the lead, is needed to slow this virus down.

Thank you all that you are doing.

Very truly yours,

A handwritten signature in black ink, appearing to read "Mark A.R. Cooper". The signature is fluid and cursive, with a large initial "M" and "C".

Mark A.R. Cooper, Director of Health
Westport Weston Health District

C: R. Kenny



**Westport Weston
Health District**

March 20, 2020

Renee D. Coleman-Mitchell, Commissioner
State Department of Public Health
Hartford, Connecticut

Dear Commissioner Coleman-Mitchell:

The number of citizens confirmed as COVID19 positive in Fairfield County continues to grow every day. Local Directors of Health are now faced with whether voluntary self-isolation is still appropriate or whether official quarantine Orders are advisable and/or required.

In accordance with the State of Connecticut's Public Health Emergency Base Plan, the DPH Commissioner is designated as the principle official responsible for leading the State's response to a public health emergency. One of the specific responsibilities of DPH includes the coordination of interventions including isolation and quarantine.

Under Section 3(f) of the of the Base Plan, *"The commissioner may delegate to an employee of the Department of Health or any local health director, as much of the authority of the commissioner described in this section as the commissioner determines appropriate. Such authorized employee or director shall act as an agent of the commissioner."*

Directors of Health who are now being informed of COVID19 positive individuals within their jurisdiction, need to know whether you have officially authorized local directors of health in accordance with Section 3(f) of the Public Health Emergency Base Plan under the Governor's Public Health Emergency Declaration, to issue quarantine orders or continue with self-isolation. I believe it is essential that all local directors of health share the same understanding of how to proceed as COVID19 makes it's way across the state, as we consider the appropriate actions for any person whom is believed to be infected and may pose a substantial threat to the public health under Section 12 of the plan.

Very truly yours,

Mark A.R. Cooper, Director of Health
Westport Weston Health District

C: R. Kenny



**Westport Weston
Health District**

March 20, 2020

Renee D. Coleman-Mitchell, Commissioner
State Department of Public Health
Hartford, Connecticut

Dear Commissioner Coleman-Mitchell:

The number of citizens confirmed as COVID19 positive in Fairfield County continues to grow every day. Local Directors of Health are now faced with whether voluntary self-isolation is still appropriate or whether official quarantine Orders are advisable and/or required.

In accordance with the State of Connecticut's Public Health Emergency Base Plan, the DPH Commissioner is designated as the principle official responsible for leading the State's response to a public health emergency. One of the specific responsibilities of DPH includes the coordination of interventions including isolation and quarantine.

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Very truly yours,

Mark A.R. Cooper, Director of Health
Westport Weston Health District

C: R. Kenny

*DR. Carter - DPH
stated that orders of
isolation or quarantining
is not endorsed or recommended.
ordered quarantine is not
effective. made statement
on 3/20/2020 conference
call.
MARE
3/20/2020*

Mark Cooper

From: Wolf, Brie <Brie.Wolf@ct.gov>
Sent: Friday, March 27, 2020 2:51 PM
To: Mark Cooper
Cc: Harris, Av
Subject: Response to Westport-Weston Health District Regarding COVID-19
Attachments: Letter Commissioner DPH COVID19.pdf; Westport-Weston.pdf

Good afternoon, Mr. Cooper –

Hope you and yours are well.

Thank you for reaching out regarding the COVID-19 community outbreak in Westport. Attached is the Department's response.

Please let us know if you need anything at all.

Thank you.

Brie J. Wolf
Legislative Liaison
Office of Government Relations
Connecticut Department of Public Health
410 Capitol Avenue
Hartford, CT 06134
860.509.7246 (office)
860.256.1836 (cell)
brie.wolf@ct.gov



STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH



Renée D. Coleman-Mitchell, MPH
Commissioner

Ned Lamont
Governor
Susan Bysiewicz
Lt. Governor

March 25, 2020

Mark A.R. Cooper, Director of Health
Westport Weston Health District
180 Bayberry Lane
Westport, CT 06880

Dear Mr. Cooper,

Thank you for reaching out to report positive cases of COVID-19 according to state and local emergency response plans. As this was an emergent issue, Department staff immediately began assisting the health district in its initial response. The Epidemiology and Emerging Infections Program worked closely with you and your staff at the Weston-Westport Health District to conduct contact tracing of those who attended the party held at a private residence in Westport on March 5, 2020. The Department appreciates the diligence of the health district as you continued the contact tracing last week, within existing resources. A great deal of progress was made through this process.

As Commissioner, I would like to assure you that each day state agencies are working with the Governor's staff to determine what next steps should be taken to slow the spread of COVID-19 and flatten the curve. More stringent public health control measures are being considered and have been included in the Governor's Executive Orders. Please know that a coordinated statewide approach is being implemented to address this pandemic.

I look forward to a continued partnership with you in responding to the outbreak of COVID-19 in our State.

Sincerely,

A handwritten signature in black ink, appearing to read "Renée D. Coleman-Mitchell".

Renée D. Coleman-Mitchell, MPH
Commissioner



Phone: (860) 509-7101 • Fax: (860) 509-7111
Telecommunications Relay Service 7-1-1
410 Capitol Avenue, P.O. Box 340308
Hartford, Connecticut 06134-0308
www.ct.gov/dph

Affirmative Action/Equal Opportunity Employer



Appointment
Of
Auditor

APPOINTMENT OF AUDITOR ANNUAL NOTIFICATION

TO: Municipal Finance Services
Office of Policy and Management
450 Capitol Avenue, MS#54MFS
Hartford, CT 06106-1379

Complete this fillable form and return by e-mail attachment to the e-mail address below. For questions on this form please contact us at the telephone number indicated below.

E-Mail: OPM.mfsforms@ct.gov

Telephone: (860) 418-6400

FROM: Entity Name: Westport Weston Health District

Entity Address: 180 Bayberry Lane
Westport, CT 06880

Federal Employer Identification Number (FEIN): 06-0811440

Chief Fiscal Officer (Municipal): _____

Executive Director (Nonprofit): Mark A. R. Cooper, MPH, RS, Director of Health

Telephone (with area code): 203-227-9571 Ext 244

Email Address: mcooper@wwhd.org

Chair, Board of Directors (Nonprofit): Otis Crawford

Telephone Number of Bd. Chairman: 203-341-0290

The following information is furnished in compliance with CT General Statutes 7-396 and/or 4-232:

1. Independent Accountant or Accounting Firm Performing the Audit:
Firm Name: Costello Company LLC
Firm Address: 15 Wall Street
Hebron, CT 06248
State of CT Board of Accountancy CPA Firm Permit: 3829
Audit Firm Federal Employer Identification Number: 42-1529165
Contact Person & Title: Charles T. Costello, CPA
Telephone (with area code): 860-228-2822
Email Address: costellocompany@comcast.net
2. Fiscal Period of Audit: From: 07/01/2020 To: 06/30/2021
(beginning of fiscal year) (end of fiscal year)
3. Appointment Date of Auditor: _____
4. Name/Title of Appointing Authority: Westport Weston Health District

Note: C.G.S. 7-396 and 4-232 require this form to be submitted on an annual basis no later than 30 days prior to the fiscal year end of the entity to be audited. This form will not be accepted without a complete and accurate federal employer identification number of the entity and its auditor.



STATE OF CONNECTICUT OFFICE OF POLICY AND MANAGEMENT

TO: Chief Financial Officer, Treasurer, and Chair Boards of Finance

FROM: Bill Plummer, PDC, Office of Finance *BP*

DATE: April 14, 2020

SUBJECT: Appointment of Auditor Notification/Electronic Filing of Reports

Connecticut General Statutes (C.G.S. 7-396 and 4-232) require the appointing authority of any municipality or audited agency to annually file with the Secretary of the Office of Policy and Management (OPM) the name of the independent auditor designated to conduct the annual audit of its accounts. The notification must be made at least thirty days prior to the end of the fiscal period for which the audit is required.

Our records indicate that your current fiscal year will end on June 30, 2020. Please complete the enclosed appointment of auditor notification form and furnish it to our office by **June 1, 2020**. **Please note that this appointment notification to OPM must be made regardless of whether you have retained the same audit firm as in the past.**

Audit reports are due no later than 6 months subsequent to the municipality's fiscal year end unless an extension of time for submittal of the report has been granted. ***In addition to filing hardcopies of the audit reports with OPM, the reports are also required to be filed electronically on OPM's electronic audit reporting system (EARS) by your municipality's independent auditor.*** Filing the reports electronically in this manner eliminates the need to transmit hardcopies of the reports to multiple state agencies.

Municipalities and audited agencies issuing a Request For Proposal (RFP) for audit services should, in accordance with Government Auditing Standards (Yellow Book), request a copy of the latest results of the proposer's external quality control review. It is the responsibility of the audit firm to furnish this review with its proposal. A sample RFP for auditing services, the appointment of auditor notification form, other frequently requested documents and the link to filing the audit report electronically can be found on the OPM website at the following address:

<http://www.ct.gov/opm/cwp/view.asp?a=2984&q=383096>

The Executive Board of the Government Finance Officers Association (GFOA) has issued a number of best practices which may be useful in the independent auditor selection process and in ensuring that the audit is completed in a timely manner, including best practices pertaining to audit procurement, the establishment of audit committees, and improving the timely issuance of financial reports. These GFOA best practices can be found on the GFOA web site at <http://www.gfoa.org/best-practices>.

You may contact Jean Gula at jean.gula@ct.gov or Bill Plummer at bill.plummer@ct.gov if you have any questions. Thank you for your attention to this matter.

Encl.

cc: Kimberly Kennison, Executive Financial Officer, OPM
Municipal Chief Executive Officer (**w/out encl.**)
Independent Auditing Firms (**w/out encl.**)

APPOINTMENT OF AUDITOR ANNUAL NOTIFICATION

TO: Municipal Finance Services
Office of Policy and Management
450 Capitol Avenue, MS#54MFS
Hartford, CT 06106-1379

Complete this fillable form and return by e-mail attachment to the e-mail address below. For questions on this form please contact us at the telephone number indicated below.

E-Mail: OPM.mfsforms@ct.gov

Telephone: (860) 418-6400

FROM: Entity Name: _____

Entity Address: _____

Federal Employer Identification Number (FEIN): _____
Chief Fiscal Officer (Municipal): _____
Executive Director (Nonprofit): _____
Telephone (with area code): _____
Email Address: _____
Chair, Board of Directors (Nonprofit): _____
Telephone Number of Bd. Chairman: _____

The following information is furnished in compliance with CT General Statutes 7-396 and/or 4-232:

1. Independent Accountant or Accounting Firm Performing the Audit:
Firm Name: _____
Firm Address: _____

State of CT Board of Accountancy CPA Firm Permit: _____
Audit Firm Federal Employer Identification Number: _____
Contact Person & Title: _____
Telephone (with area code): _____
Email Address: _____
2. Fiscal Period of Audit: From: _____ To: _____
(beginning of fiscal year) (end of fiscal year)
3. Appointment Date of Auditor: _____
4. Name/Title of Appointing Authority: _____

Note: C.G.S. 7-396 and 4-232 require this form to be submitted on an annual basis no later than 30 days prior to the fiscal year end of the entity to be audited. This form will not be accepted without a complete and accurate federal employer identification number of the entity and its auditor.

Director of Health Report

February 2020 Plan Submittals

Week	# of Plans			Proposed Activity
	Westport	Weston	Total	
Feb 3 – Feb 7	13	8	21	0 new house, 1 additions, 3 renovation, 1 access bldg, 1 pool, 1 NSeptic, 4 Rseptic, 0 soil tests, 2 Restaurant, 2 generator, 0 Cosmo, 6 misc.
Feb 10 - 14	18	3	21	1 new house, 0 additions, 2 renovation, 1 access bldg, 2 pools, 1 NSeptic, 5 Rseptic, 2 soil tests, 0 Restaurant, 0 generator, 0 Cosmo, 1 misc., 6 Revision
Feb 17 - 21	16	5	21	1 new house, 2 additions, 1 renovations, 1 access Bld, 1 pools, 2 NSeptic, 3 SRepair, 1 soil test, 2 restaurant, 1 Generator, 0 Cosmo, 6 misc., 0 Revisions
Feb 24 - - 28	24	8	32	1 new house, 1 addition, 1 renovations, 0 access Bld, 0 pools, 2 NSeptic, 5 SRepair, 2 soil test, 2 restaurant, 5 generator, 1 Cosmo, 12 misc., 0 Revisions
Totals	71	24	95	
%	75%	25%	100%	

March 2020 Plan Submittals

Week	# of Plans Westport	# of Plans Weston	# of Plans Total	Proposed Activity
March 2 - 6	18	2	20	0 new house, 2 additions, 1 renovation, 2 access bldg, 2 pool, 2 NSeptic, 3 Rseptic, 0 soil tests, 0 Restaurant, 2 generator, 0 Cosmo, 6 misc.
March 9 - 13	18	7	25	2 new house, 0 additions, 1 renovation, 7 access bldg, 4 pools, 4 NSeptic, 1 Rseptic, 1 soil tests, 0 Restaurant, 0 generator, 0 Cosmo, 4 misc., 0 Revision
March 16 - 20	10	3	13	1 new house, 0 additions, 0 renovations, 1 access Bld, 2 pools, 1 NSeptic, 0 SRRepair, 3 soil test, 1 restaurant, 2 Generator, 0 Cosmo, 2 misc., 0 Revisions
March 23 - April 3	2	0	2	0 new house, 0 addition, 0 renovations, 0 access Bld, 1 pools, 0 NSeptic, 0 SRRepair, 0 soil test, 1 restaurant, 0 generator, 0 Cosmo, 0 misc., 0 Revisions
Totals	48	12	60	
%	80%	20%	100%	

April 2020 Plan Submittals

Week	# of Plans		# of Plans Total	Proposed Activity
	Westport	Weston		
April 6 - 10	0	0	0	0 new house, 0 additions, 0 renovation, 0 access bldg, 0 pool, 0 NSeptic, 0 Rseptic, 0 soil tests, 0 Restaurant, 0 generator, 0 Cosmo, 0 misc.
April 13 - 17	18	6	24	0 new house, 3 additions, 1 renovation, 1 access bldg, 0 pools, 1 NSeptic, 1 Rseptic, 2 soil tests, 3 Restaurant, 4 generator, 0 Cosmo, 8 misc., 0 Revision
April 20 - 24	11	9	20	1 new house, 1 additions, 2 renovations, 4 access Bld, 1 pools, 1 NSeptic, 1 SRrepair, 1 soil test, 0 restaurant, 2 Generator, 0 Cosmo, 6 misc., 0 Revisions
April 27-May 1	17	6	23	1 new house, 1 addition, 2 renovations, 2 access Bld, 2 pools, 1 NSeptic, 2 SRrepair, 3 soil test, 1 restaurant, 1 generator, 0 Cosmo, 7 misc., 0 Revisions
Totals	46	21	67	
%	69%	31%	100%	



Operating Report – March 2020

Activity Analysis

Westport Weston Health District
 Consolidated Income Statement
 March 1 to March 31, 2020
 Unaudited

	FY20 Budget	Year To Date FY20	Year To Date FY19	Change from FY19
Revenues				
Town Assessments	\$ 805,431	\$ 604,073	\$ 392,140	\$ 211,933
Environmental Fees	\$ 360,000	\$ 319,929	\$ 299,536	\$ 20,393
Community Health Fees	\$ 190,000	\$ 136,916	\$ 91,857	\$ 45,059
Government Grants	\$ -	\$ 11,118	\$ 4,034	\$ 7,084
Private Grants	\$ -	\$ -	\$ -	\$ -
Interest/Other	\$ 600	\$ 20,369	\$ 14,529	\$ 5,840
TOTAL	\$ 1,356,031	\$ 1,092,405	\$ 802,096	\$ 290,309

Expenses				
Salaries/PR Tax	\$ 748,000	\$ 577,920	\$ 538,686	\$ 39,234
Employee Benefits (a)	\$ 257,000	\$ 168,169	\$ 140,077	\$ 28,092
Outside Services (b)	\$ 122,250	\$ 39,928	\$ 44,673	\$ (4,745)
Insurance	\$ 36,000	\$ 28,235	\$ 58,249	\$ (30,014)
Supplies & Equipment	\$ 128,000	\$ 81,176	\$ 64,917	\$ 16,259
Printing & Publications	\$ 3,000	\$ 673	\$ 2,441	\$ (1,768)
Travel	\$ 14,500	\$ 10,350	\$ 9,305	\$ 1,045
Office & Miscellaneous ©	\$ 15,796	\$ 13,436	\$ 14,007	\$ (571)
Building Expenses (d)	\$ 12,500	\$ 22,410	\$ 24,999	\$ (2,589)
Capital Equipment Replacement	\$ 18,985	\$ -	\$ -	\$ -
Grant Program Expense	\$ -	\$ 20,053	\$ 21,498	\$ (1,445)
Net Income	\$ -	\$ 130,055	\$ (116,756)	\$ 246,811

All Data on a Fiscal Year Basis

	FY20 To date	FY19 To date	FY19 year total
--	-----------------	-----------------	-----------------------

Restaurant Inspections:	7	145	206	264
Re-inspections	1	39		43
New Restaurants Opened:				
* Inspections and re-inspections were not broken out in FY19				
Well Permits Issued:	0	19	20	26
Soil Tests (per lot):	5	97	77	105
New Septic System Permits:	6	37	34	40
Repair Septic System Permits:	2	15	43	52
Travel Clinic Clients:	16	290	182	285
Flu Shots Administered:	7	501	555	555
Blood Pressure Screenings:	0	34	41	63
		(1 elevated)		
STD's Reported: Chlamydia	1	17	30	37
HIV+	0	0	1	1
Hep C	2	12	11	13
Hep B	2	5	3	3
Gonorrhea	0	4	4	4
Syphilis	1	5	6	6
Elevated Blood Level (Action Level 5mcg/dl or >)	0	0	0	0
Rabies Testing:	1 bat	0 positive	0 positive	2
	3 raccoon	2 positive	2 positive	1
	0 dog	0 positive	0 positive	2
	0 wood chuck	0	0	

Dog Bites: 1



Operating Report – April 2020

Activity Analysis

	Westport Weston Health District								
	Consolidated Income Statement								
	April 1 to April 30, 2020								
	Unaudited								
		Year To Date	Year To Date	Year To Date	Year To Date	Year To Date	Year To Date	Change from	
		FY20	FY19	FY20	FY19	FY20	FY19	FY19	
Revenues	FY20 Budget								
	\$ 805,431	\$ 805,431	\$ 591,586	\$ 805,431	\$ 591,586	\$ 805,431	\$ 591,586	\$ 213,845	
	\$ 360,000	\$ 341,379	\$ 327,290	\$ 341,379	\$ 327,290	\$ 341,379	\$ 327,290	\$ 14,089	
	\$ 190,000	\$ 137,318	\$ 99,400	\$ 137,318	\$ 99,400	\$ 137,318	\$ 99,400	\$ 37,918	
	\$ -	\$ 6,760	\$ 11,652	\$ 6,760	\$ 11,652	\$ 6,760	\$ 11,652	\$ (4,892)	
	\$ -							\$ -	
	\$ 600	\$ 21,445	\$ 15,864	\$ 21,445	\$ 15,864	\$ 21,445	\$ 15,864	\$ 5,581	
	TOTAL	\$ 1,356,031	\$ 1,045,792	\$ 1,312,333	\$ 1,045,792	\$ 1,312,333	\$ 1,045,792	\$ 266,541	
Expenses									
	\$ 748,000	\$ 637,013	\$ 593,615	\$ 637,013	\$ 593,615	\$ 637,013	\$ 593,615	\$ 43,398	
	\$ 257,000	\$ 187,284	\$ 157,903	\$ 187,284	\$ 157,903	\$ 187,284	\$ 157,903	\$ 29,381	
	\$ 122,250	\$ 41,561	\$ 18,322	\$ 41,561	\$ 18,322	\$ 41,561	\$ 18,322	\$ 23,239	
	\$ 36,000	\$ 31,235	\$ 58,249	\$ 31,235	\$ 58,249	\$ 31,235	\$ 58,249	\$ (27,014)	
	\$ 128,000	\$ 81,505	\$ 65,124	\$ 81,505	\$ 65,124	\$ 81,505	\$ 65,124	\$ 16,381	
	\$ 3,000	\$ 678	\$ 1,805	\$ 678	\$ 1,805	\$ 678	\$ 1,805	\$ (1,127)	
	\$ 14,500	\$ 10,646	\$ 10,372	\$ 10,646	\$ 10,372	\$ 10,646	\$ 10,372	\$ 274	
	\$ 15,796	\$ 15,821	\$ 13,898	\$ 15,821	\$ 13,898	\$ 15,821	\$ 13,898	\$ 1,923	
	\$ 12,500	\$ 26,805	\$ 26,406	\$ 26,805	\$ 26,406	\$ 26,805	\$ 26,406	\$ 399	
	\$ 18,985	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ 25,757	\$ 23,767	\$ 25,757	\$ 23,767	\$ 25,757	\$ 23,767	\$ 1,990	
	\$ 1,356,031	\$ 1,058,305	\$ 969,461	\$ 1,058,305	\$ 969,461	\$ 1,058,305	\$ 969,461	\$ 88,844	
	\$ -	\$ 254,028	\$ 76,331	\$ 254,028	\$ 76,331	\$ 254,028	\$ 76,331	\$ 177,697	
Net Income									

All Data on a Fiscal Year Basis

FY20 To date	FY19 To date	year total
--------------	--------------	------------

Restaurant Inspections:	1	146	206	264
Re-inspections:	1	39		43
Inspections associated with COVID compliance	9			
Well Permits Issued:	3	22	20	26
Soil Tests (per lot):	7	104	77	105
New Septic System Permits:	5	42	34	40
Repair Septic System Permits:	0	15	43	52
Travel Clinic Clients:	2	292	182	285
Flu Shots Administered:	0	501	555	555
Blood Pressure Screenings:	0	34	41	63
		(1 elevated)		
STD's Reported:	Chlamydia	1	17	30
	HIV+	0	0	1
	Hep C	1	13	11
	Hep B	0	5	3
	Gonorrhea	0	4	4
	Syphilis	0	5	6
Elevated Blood Level (Action Level 5mcg/dl or >)		0	0	0
Rabies Testing:	0 bat	0	0	2
	1 raccoon	1	1	1
	0 dog	0	0	2
	1 wood chuck	0	0	0
Dog Bites:	1			

Budget Discussion
And
Possible Adoption

Budget Narrative FY 2020 – 2021

The Health District continues to see growth in its building and permit related activities with plan reviews being split along the traditional 70% from Westport and 30% from Weston. Other work such as beach water sample collections, food service and cosmetology facility inspections are predominately in Westport. State mandated efforts such as communicable and reportable disease monitoring continue to demand staff efforts, the most recent example of which is watching for the spread of the Coronavirus, for all the constituents of the Health District.

Starting in January of 2019, the Health District no longer employed physicians, as a medical advisor or to Travel Clinic Doc which has resulted in lower insurance costs. The long-term savings are significant. The structural change to no longer employ physicians did result in a temporary loss of revenue from the Health District's Community Health and Travel Clinic vaccination programs. The number of clinic visits and vaccinations provided were down from previous years.

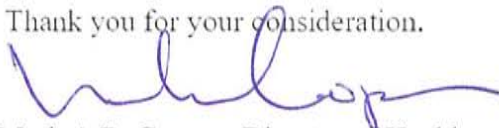
A staff APRN has been hired and is covered by the Health District's CIRMA professional liability insurance and will not increase insurance costs. Additionally, with the APRN the Health District has been able to obtain an Outpatient Clinic license which allows the Health District to offer new Community Health services that has already begun to increase revenues.

The State Department of Public Health continues to encourage the consolidation of public health jurisdictions in much larger regional associations. This past year has seen some real interest in neighboring towns considering joining the WWHD ahead of any Legislative state push to consolidate local health jurisdictions into mega districts controlled by the state. Preliminary discussions and budget compilations have indicated that with even one town joining the Westport Weston Health District, each member town would receive a lower cost for public health services. The lower public health assessments are in part possible because of State funding the Health District would then qualify for. Of course, preliminary discussions with other communities are sensitive until the interested community(s) go public.

Once again, there has been a huge increase in the Connecticut Municipal Employees Retirement System mandatory contribution; going up from 14.22% of payroll to 16.22%. According to the State, these CMERS increases are expected to continue to increase 2 – 2.5% each of the next four years to top off at 21.79% in 2024.

I have presented two proposed Public Health Assessment figures, one the same as last year; no change at \$579,911 and one with the cost of painting the outside of the building at 180 Bayberry for \$587,111. The cost estimate for the painting was obtained through the Westport Public Works Department. I urge you to visit the Health District office and see what condition the building is in; a new coat of paint should help preserve this town asset.

Thank you for your consideration.



Mark A.R. Cooper, Director of Health
Westport Weston Health District

Westport Weston Health District Budget 2020 – 2021

	FY19 (Audit)	FY20 Budget	Proposed FY20-21
Revenues			
Towns			
Weston	223,370	225,520	228,320
Westport	574,411	579,911	587,111
Total	797,781	805,431	815,431*
Fees			
Environmental	396,378	360,000	350,000
Nursing fees	123,296	190,000	130,000
Total	519,674	550,000	480,000
Grants			
State Per Capita	0	0	0
Total	0	0	0
Bank Interest & Other Income			
Bank Interest &	12,635	600	10,600
Other Income			
Total	12,635	600	10,600
Total Revenues	1,330,090	1,356,031	1,306,031
Expenditures			
Salaries/PR Taxes	679,373	748,000	748,000
Employee Benefits	259,355	257,000	259,100
Buildings & Grounds	6,714	7,000	7,000
Contracted Services	51,936	72,000	75,000*
Supplies, Office & Equipment	96,330	172,000	166,431
Insurance	59,364	36,000	33,500
Travel/mileage/Courier	12,199	14,500	14,500
Printing and Publications	2,525	3,000	2,500
Capital Equipment/Outside Services		46,531	0
Total Expenditures	1,167,796	1,356,031	1,306,031

* Includes \$10,000 estimate to paint exterior of building at 180 Bayberry.

Westport Weston Health District

FY20 - 21 Budget

Preliminary Draft Of Town Assessments

	FY 19 Approved Amounts	FY 20 Proposed Amounts	% Change FY19 to FY20 Revenues	FY 20 Proposed Amounts*	% Change
Towns Weston	\$225,520	\$225,520	Same as last year	\$228,320	+1.2%
Westport	\$579,911	\$579,911	Same as last year	\$587,111	+1.2%
Totals	\$805,431	\$805,431		\$815,431*	

- Includes \$10,000 estimate for painting of the outside of the building at 180 Bayberry Lane.

Proposed preliminary town assessments with 7% reduction of Health Insurance cost.



Westport Weston
Health District

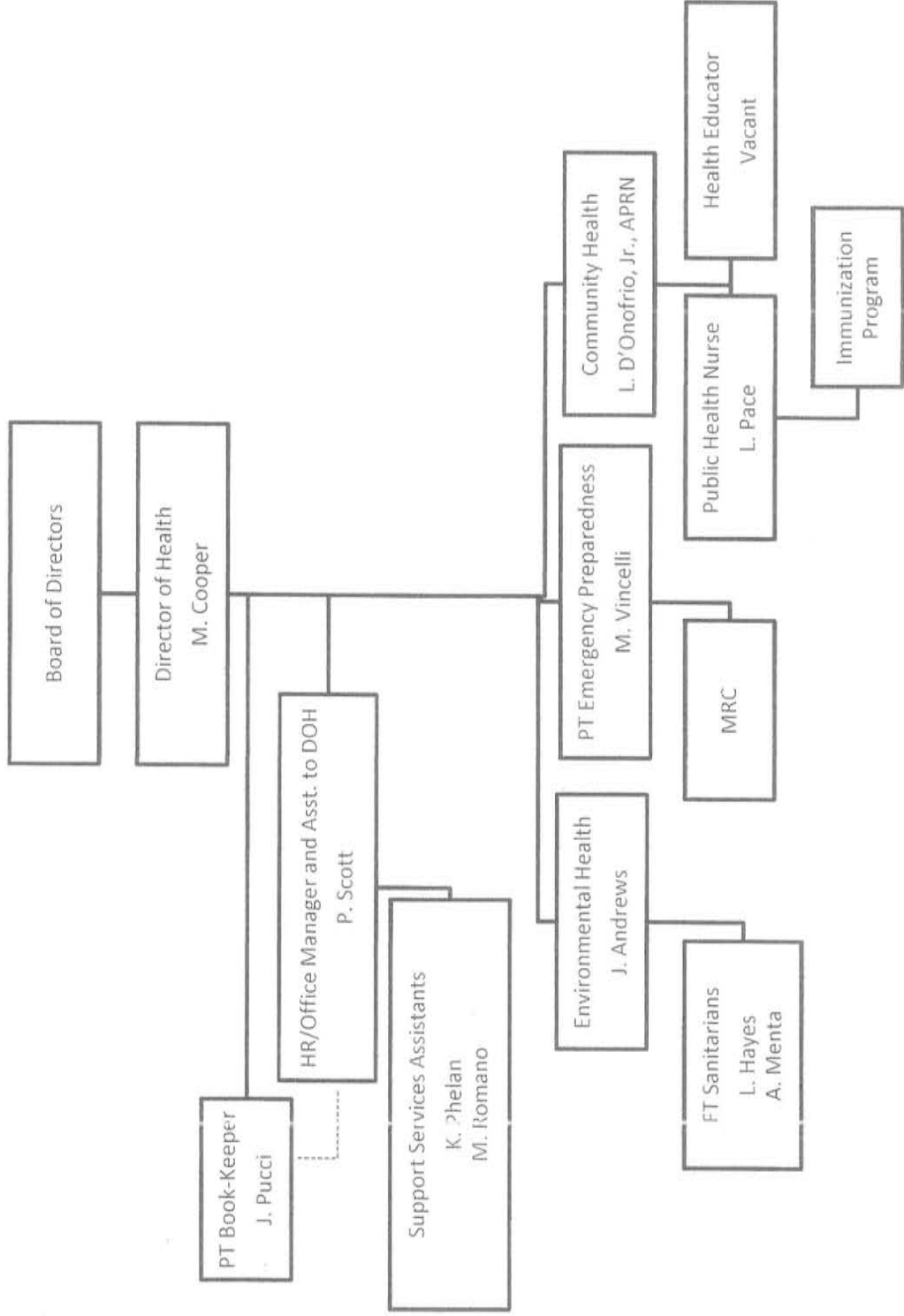
Calendar Year Activity Levels 2008 to 2019

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Building addition plan reviews	n/a	220	190	122	160	173	143	172	159	139	138	145
Beach water samples collected	n/a	n/a	107	100	97	88	94	99	99	85	90	86
Cosmetology facilities	n/a	60	76	78	75	72	72	92	88	113	114	109
Flu vaccinations	1891	2300	2329	1260	973	1285	1208	1642	1158	1241	1209	465
Food service plan reviews	12	25	25	31	41	50	33	41	36	33	22	34
Food service facilities permitted	210	222	202	222	205	228	228	231	233	228	239	280
Food service temporary events	44	205	187	209	192	192	197	207	203	211	230	297
Geothermal Wells	n/a	n/a	87	43	82	7	6	43	31	22	5	12
New Home plan reviews	n/a	32	49	52	50	74	79	54	41	44	41	27
Home Bound Health Checks	n/a	166	172	199	202	243	322	254	291	239	216	169
Non-habitable addition plan reviews	n/a	81	89	89	84	84	90	85	78	81	106	101
Nuisance complaint investigations	81	83	82	43	57	39	48	35	56	40	72	49
Rabies specimen testing (+ = positive)	47 (3+)	61 (0+)	40 (5+)	28 (6+)	21 (5+)	27 (4+)	25 (3+)	37 (3+)	34 (5+)	27 (5+)	32 (+3)	28 (+3)
Selected Reportable Diseases												
Campylobacter	6	11	14	6	18	11	8	14	18	7	10	20
Chlamydia	14	13	21	36	34	33	32	28	40	67	43	31
Giardia	12	4	4	3	5	3	3	2	3	1	7	7
Other Sexually Transmitted Diseases	8	4	7	2	0	4	2	8	6	15	8	5
Salmonella	8	5	5	3	4	0	5	3	6	2	2	11
Hep C	n/a	n/a	n/a	n/a	107	5	6	10	5	7 new 24 chronic	10	28
HepB	n/a	n/a	n/a	n/a	40	0	7	1	0	4	3	1
Lyme	n/a	n/a	n/a	n/a	n/a	11	21	16	45	59	93	87
Septic system installations (new)	n/a	52	70	71	55	95	93	82	73	62	49	37
Septic system installations (repair)	n/a	54	98	81	106	74	64	71	82	45	65	76
Septic System inspections	n/a	101	107	159	110	94	111	107	113	91	103	102
Soil test applications	n/a	161	158	159	188	216	239	190	144	123	106	117
Travel Clinic Clients	867	776	645	676	809	848	1008	753	769	713	668	289
Water Supply Wells	n/a	18	22	27	17	25	21	26	31	15	22	22
Wellness Clinics (visits)	n/a	578	630	515	553	423	348	340	341	244	285	260

Westport Weston Health District

Organizational Chart

2019



Town of Westport
 BOF Recommended Budget FY 2021
 Expense Detail Report by Department

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2021 DEPT RQST	2021 SEL RQST	2021 BOF REC	% CHANGE OVER REV BUDGET
410 Health District							
60 PaymentsToAgency/Or	574,411.00	579,911.00	579,911.00	587,111.00	587,111.00	587,111.00	1.2%
410 Health District	574,411.00	579,911.00	579,911.00	587,111.00	587,111.00	587,111.00	1.2%
412 Health Services							
60 PaymentsToAgency/Or	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	0.0%
412 Health Services	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	0.0%