



Monroe Health Department
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APPROVED

**SPECIAL MEETING
MONROE BOARD OF HEALTH MINUTES
Monroe, Connecticut**

September 6, 2016

Present: Dennis Condon, Chairman, Nicole Lieto, Vice Chairman, Eileen Fuchs, Secretary, Nadine Rooney, Nancy Brault, Director of Health

Also Present: Ken Kellogg, Town Council Liaison, Jack Zmary, Director of Technology

Absent: None

A. The meeting was called to order: 6:30 pm

B. Public Participation: None

C. Town of Monroe Health Department, GIS Pilot Program and Proposal

Zamary provided the membership with a presentation concerning the proposed GIS Health Department Pilot Program, supported by the IT Department and MetroCog. He noted that this initiative will later serve as a springboard to integrate other departments into the GIS/Laserfiche system, specifically in regard to work approvals and tracking.

As part of the Health Department Pilot Program, Zamary provided an overview on how Laserfiche software will be developed to support health department food service inspection work. Data noted during inspections will be entered on a tablet and stored on the town server as well as in the Cloud. A database will be developed for the storage and retrieval of inspection data, tracking work, populating forms, etc. This will help to improve health department efficiency since inspections are currently managed using a paper system. In addition, other health department work will be electronically stored in the GIS system and available for public viewing and downloading (Well Completion Reports and Septic System As-builts).

Zamary notes that the budgetary impact of this pilot program is limited. The startup costs are as follows: \$3,000 for Laserfiche software (5 units). A Samsung S2 Tablet with cell service provided by MetroCog – no cost. A second tablet must be purchased to support department functions and configured to operate using a wifi cell phone hotspot - \$620.

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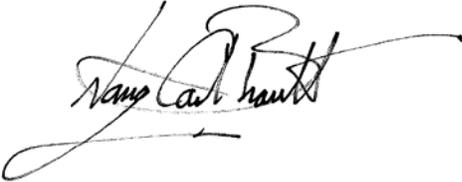
A MOTION was made by Fuchs, seconded by Lieto to approve the Health Department GIS Pilot Program and to fund the project \$3,620 using health department Start Up Funds.
MOTION CARRIED UNANIMOUSLY

The membership discussed the program in detail and Kellogg advised that he will inform the Town Council.

D. Adjournment

A MOTION was made by Fuchs and Seconded by Lieto to adjourn at 7:07 pm.
MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Nancy Carol Brault". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Nancy Carol Brault, MPH, RS
Director of Health