



Central Office: 505 Silas Deane Highway, Wethersfield, CT 06109 Phone (860) 721-2822 Fax (860) 721-2823
Berlin: 240 Kensington Road, Berlin, CT 06037 Phone (860) 828-7017 Fax (860) 828-9248
Newington: 131 Cedar Street, Newington, CT 06111 Phone (860) 665-8586 Fax (860) 665-8533
Rocky Hill: 761 Old Main Street, Rocky Hill, CT 06067 Phone (860) 258-2770 Fax (860) 258-2767
www.ccthd.org

**BOARD OF HEALTH
GOVERNANCE COMMITTEE
MEETING OF MARCH 13, 2008
NEWINGTON TOWN HALL
Minutes**

I. CALL TO ORDER AND ATTENDANCE

Chairman Andrea Urciuoli called the Thursday, March 13, 2008 meeting of the Central Connecticut Health District Governance Committee to order at 5:45 p.m. in Conference Room 3 of the Newington Town Hall, Newington, Connecticut.

Present: Andrea Urciuoli, Chairperson
Nancy Klatt
Judith Sartucci
Carolyn Wysocki
Patricia Checko

Excused: Patrick Kelly
Paul Hutcheon, M.P.H., R.S. Director of Health

Quorum

II. APPROVAL OF MINUTES (February 13, 2008)

A MOTION was made by Judith Sartucci to accept the minutes of February 13, 2008 with changes. Seconded by Andrea Urciuoli. The Committee agreed to change the minutes to reflect that the Director of Health would only review the list of questions prepared by Judith but they would not be submitted to the attorney until after the Board reviewed them. **3 were in favor (Klatt, Urciuoli, Sartucci), 2 abstained (Wysocki, Checko), MOTION CARRIED.**

There was a discussion of how detailed the minutes should be. The Committee agreed to keep the minutes minimal.

III. BYLAWS REVISION

Judy went over the changes that were made to the Bylaws at the last meeting. She then handed out another set of suggested questions for the Attorney. The Committee went through the draft again discussing and making additional changes. Judy agreed to prepare an updated draft to be e-mailed to the Committee members.

A MOTION was made by Pat Checko to adopt the revisions made at tonight's meeting and to have the final draft available at the next Board Meeting on March 19, 2008. Seconded by Judy Sartucci. All

The Committee went over the list of questions drafted by Judy to be submitted to the attorney, which will be discussed with the Board at the April Board meeting.

IV. ADMISSION OF NEW TOWNS

The Committee agreed put off the discussion of the admission of new towns until after the Bylaw Revision was completed.

V. OTHER

There was a discussion of the appointment of the newest four Board Members and whether or not their appointments comply with state law. The Committee agreed to draft a letter to the attorney asking him to review the procedures used for appointment of new board members to be reviewed by Nancy Klatt and Paul Hutcheon. It will then be put on the agenda for the next Board meeting.

The Committee agreed to meet on Thursdays at 6:00 p.m. as needed.

There was a discussion about the need to create procedures for admitting new towns to the district. The group agreed to wait until the By-Law revision was completed.

There was a brief discussion about purchasing a book by Carver.

A MOTION was made by Andrea Urciuoli to adjourn. Seconded by Nancy Klatt. All were in favor, MOTION CARRIED.

Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Eileen A. Knapp
Recording Secretary