



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

FINANCE COMMITTEE

February 2, 2017 Meeting **MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Chairman Pat Checko called the meeting to order at 6:44 PM in the Mezzanine Room of the Wethersfield Town Library, Wethersfield, CT.

Present: Charles Brown, Patricia Checko, Deborah Henault, and Judith Sartucci

Absent: Jerilyn Nagel

Quorum present.

Date meeting notice posted: February 1, 2017

Staff: none

B. PUBLIC FORUM – no one from the public was present.

C. ADOPTION OF AGENDA

A MOTION was made by Sartucci, seconded by Henault to adopt the agenda as posted.

Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Henault, seconded by Sartucci to approve the minutes of the January 12, 2017 Committee meeting as posted. **Motion carried unanimously.**

E. UNFINISHED BUSINESS.

1. FY 2015-16 Audit Adjustment

- Brown presented a revised FY 2016 agency audit from Costello Associates and walked the Committee through the changes and adjustments made to reflect the handling of severance contract with former health director
- Changes represented in accrued health costs under liabilities.
- Brown to have Charles Costello available by phone for next Committee meeting to answer and questions and provide clarification
- Revised audit to go to Board for review and discussion at its February 16 meeting.

2. FY 2017-2018 Budget Planning Process

Brown presented and reviewed with the Committee a revised draft of the FY 2018 budget.

a. Health Benefits

- Brown, Checko and Sartucci met recently with agency insurance agent, Paul Lewis, and board attorney Lisa Banatoski Mehta to discuss discontinuation of current health plan, options available to agency and implications for collective bargaining contract.
- Agency will go with new plan that stays closely with current plan design although cost will be approximately \$13,000 more for the Group (16-17% cost increase to agency when dental plan increase also included).
- Acceptable to union local – under review by AFSCME office.
- Annual meeting for staff with insurance agent to go over health benefits.

CCHD FINANCE COMMITTEE

February 2, 2017 Meeting

Page 2

b. User Fees

- Brown recommends moving away from waiver of fees for not-for-profit groups as is currently done and presented a plan to charge at 50% of full fee for all requests received after July 1, 2017, and some changes in other fees.
- May need to discuss with town managers to allay community concerns.
- He and Barbara Gigliotti, supervising RS, also recommend a late fee policy (50% charge for all received after July 1 each year), but need more information. Will have for next Committee meeting.

c. Administrative support for Board Committees' minute-taking

- Brown recommends that he do the minutes beginning with March meetings
- Also, recommends: template be used; consensus be reached on issues for minutes during meeting; each chair summarize points at end of meeting and identify agenda items to be carried over. Will tape meetings if needed.
- Committee agreeable to try, will recommend to Board and evaluate in May.

d. Per Capita Membership Fee to Towns

- Brown presented several options and outlined the costs to the member towns
- Factors affecting the Committee's, and eventually the Board's, decision about the per capita fee were discussed at length.
- Brown and Checko to prepare packet of information on cost of providing local health services for each town for discussion with each town manager.

A MOTION by Henault, seconded by Sartucci to recommend to the Board a FY 2018 per capita charge of \$5.75. **Motion carried unanimously.**

F. NEW BUSINESS – none.

G. NEXT MEETING

1. The Finance Committee will meet at 6:30 PM in the Wethersfield Town Library on Tuesday, Feb. 14, 2017
2. Tuesday, February 28, 2017 meeting may be cancelled.
3. Committee will then continue to meet monthly at 6:30 PM on the second Tuesday evening of the month for the remainder of 2017.
4. Carry-over items on the Committee's agenda:
 - Continuation FY 2018 Budget Planning Process
 - User fee schedule.

H. ADJOURNMENT

A MOTION was made by Henault, seconded by Sartucci to adjourn. **Motion carried unanimously.** The meeting adjourned at 8:03 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: 02-14-17