



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

Minutes

May 10, 2016 Meeting

- I. CALL TO ORDER.** Chairman Margaret Hanbury called the meeting to order at 6:30 PM in Rocky Hill Town Hall, Second Floor (Elevator) Conference Room, Rocky Hill, CT.
Present: Margaret Hanbury (Committee Chair), Charles Brown (Director of Health), Carolyn Wysocki, Angela Colantonio
Excused: Judith Sartucci
Quorum present.
Notice posted: May 9, 2016
- II. PUBLIC FORUM:** no one from the public was present.
- III. ADOPTION OF MEETING AGENDA**
A MOTION was made by Wysocki, seconded by Colantonio, to adopt the agenda with the following change: include “2. Town Membership” under “F. New Business”
MOTION CARRIED UNANIMOUSLY.
- IV. APPROVAL OF MINUTES**
A MOTION was made by Colantonio, seconded by Wysocki, to approve the minutes of the March 2, 2016 Committee meeting. Approved: Hanbury, and Wysocki.
Opposed: no one. Abstained: Colantonio.
MOTION CARRIED.
- V. EXECUTIVE SESSION** – none held.
- VI. UNFINISHED BUSINESS**
- A. Advocacy Policy Review and Approval**
- The agency’s advocacy policy was reviewed and approved at the April 28 Board meeting with minor changes.
- B. Strategic Plan – Quarterly Review**
- Brown provided a detailed update on the strategic plan for Year 1.
 - Activity is increasing as both the Assistant Director for Community Health and the Supervising Sanitarian positions are filled.

GOVERNANCE COMMITTEE

March 10, 2016 Meeting

Page 2

- Committee recommended sending this update to the Board for review at its May 19, 2016 meeting.

C. Accreditation Planning

- Brown is moving forward and jumpstarting accreditation readiness as the Assistant Director for Community Health position is filled. Brown will meet with the Assistant Director this month and is targeting the June 14, 2016 Governance meeting to bring a draft outline of how to move the Agency towards accreditation.

D. Board Development

- Topics for future Board Development presentations were suggested by the group, including how Boards function in union environments, education concerning conflict of interest and what it really means, policy development, accreditation process.
- Brown will look at how to best support these requests and prioritize with the Board as to the overall need related to each topic.

VII. NEW BUSINESS

A. Update – New Board Member Orientation

- Brown to meet with Sartucci to begin review and revision of current New Board Member orientation.

B. Health District Membership

- Brown began a discussion of current and future district membership
- In developing an annual budget he takes this into consideration
- Identified need to better market the health district, its services and value to member towns

VIII. NEXT MEETING

Next meeting will be held on Tuesday, June 14, 2016 at 6:30 PM. Location TBA.

IX. ADJOURNMENT

A MOTION was made by Wysocki seconded by Colantonio to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 8:09 PM.

Respectfully submitted,

Margaret M. Hanbury
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: May 31, 2016