



## **BOARD OF HEALTH GOVERNANCE COMMITTEE**

**January 26, 2018**  
**Meeting Minutes**

- I. CALL TO ORDER.** Chairman Carolyn Wysocki chaired this meeting via conference call. She called the meeting to order at 1:20 PM in the Mezzanine Conference Room of the Wethersfield Public Library in Wethersfield, CT.  
**Present:** Charles Brown (Director of Health), Judith Sartucci and Carolyn Wysocki (via conference call).  
**Excused:** No one      **Quorum present.**  
**Staff present:** None  
**Notice posted:** January 25, 2018
- II. PUBLIC FORUM:** no one from the public was present for comment.
- III. ADOPTION OF MEETING AGENDA**  
**A MOTION** was made by Sartucci, seconded by Brown, to adopt the agenda with the removal of the “Strategic Plan Update” and “Agency Communication Plan” under “Unfinished Business” and add “New Britain Community Network Update” under “New Business”. **MOTION CARRIED UNANIMOUSLY.**
- IV. APPROVAL OF MINUTES**  
**A MOTION** was made by Sartucci, seconded by Brown, to approve the minutes of the December 18, 2017 Committee meeting. **MOTION CARRIED UNANIMOUSLY.**
- V. UNFINISHED BUSINESS**
- 1. Board Development**
- CCHD has purchased the “Governance in Action” Webinar series from the University of Michigan Public Health Training Center as recommended by the Committee.
  - Sartucci reported that Module 1 was presented at the January CCHD Board meeting and seemed to work well. Board members reported that the material highlighting the difference between public health and healthcare was well received. They also stated they could see policy and convening role of boards in work around opioid addiction.
  - Issues with the website and access to modules are still a concern.
  - Committee discussed having program staff provide short overview of topics that affect the agency (e.g., implementation of the new FDA code; agency’s response to the Opioid crisis, etc.). These will be planned during the year in 25-30 minute blocks at board meetings and alternate with high level overview from webinar material.

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### **VI. NEW BUSINESS.**

1. Executive Session for the purpose of discussion of collective bargaining policy issues. **A MOTION** was made by Sartucci, seconded by Brown to go into executive session at 1:41pm. **Motion passed.** Out of executive session at 1:50pm. No action taken.
2. New Britain Community Action Network Update
  - Brown updated committee on recent meeting conducted by Hartford Healthcare consultant about social determinants to consider in their upcoming community health needs assessment. Discussion addressed many items including transportation issues, access to healthcare, opioid addiction and food insecurity.

### **VII. NEXT MEETING**

1. Governance Committee will meet at 1 PM on February 2<sup>nd</sup> in the Wethersfield Library.
2. Items for meeting agenda:
  - Communication Plan
  - Strategic Plan
  - Board Development
  - Agency Annual Reports

### **VIII. ADJOURNMENT**

**A MOTION** was made by Brown, seconded by Sartucci to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 2:04 PM.

Respectfully submitted,

Charles K. Brown, Jr.  
Recorder pro tem

**REVIEWED AND APPROVED BY COMMITTEE: February 2, 2018**