



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

**CENTRAL CONNECTICUT HEALTH DISTRICT
HUMAN RESOURCES COMMITTEE MEETING
Wethersfield Community Center, Room S-2**

March 15, 2011

Working Notes (approved)

I. Call to order and attendance

Meeting called to order at 5:14 p.m. Attending: Ray Jarema (Chair), Dianne Doot, Judy Sartucci, and Paul Hutcheon. Quorum.

Excused: Kevin Borrup

II. Public Forum

None present.

III. Review and Reorder agenda.

No action taken.

IV. Approval of Minutes and Working Notes for January 5, 2011.

A MOTION was made by Judy Sartucci and seconded by Dianne Doot to approve the minutes and working notes of the January 5, 2011 meeting. Motion carried unanimously.

V. Filling Health Educator position

The Committee considered the pros and cons associated with promoting an intern into the Health Educator position. The Committee agreed by consensus to recommend to the Board that the Director of Health be authorized to pay an hourly wage for the current student intern and to authorize the Director of Health to promote the intern into the Health Educator position upon graduation.

VI. Setting priorities for future Committee actions

The Committee discussed several priorities:

1. Performance appraisal of Director of Health
2. Acting Director of Health policy - Kevin to prepare
3. Accreditation issues
4. Strategic planning – Judy Sartucci provided a handout.

VII. Other Business – No action.

VIII. Next Meeting Date – To consider April 26, 2011.

Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Paul Hutcheon, M.P.H., R.S. Director of Health