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

May 24, 2011

Working Notes (approved)

I. Call to order and attendance

Meeting called to order at 5:12 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.

IV. Approval of Minutes and Working Notes for April 26, 2011.

A MOTION was made by Judy and seconded by Dianne to approve the minutes and working notes of the April 26, 2011 meeting. Motion carried unanimously.

V. Performance Evaluation Process –Director of Health

Committee has received 5 responses from Board Members with comments. Committee to request staff input. Director to prepare self-assessment.

VI. Policy on Appointment of Acting DOH

No action taken.

VII. Update on Accreditation activities

Judy reviewed Domain 8 PHAB standards and measures (handout provided). Committee discussed status of meeting the requirements: what we have and what we need.

VIII. Update on Strategic Planning activities

Committee reviewed handout from Judy on Goal V, Finances and Resources. In particular, the strategies for workforce development and Human Resources.

IX. Salary Survey findings/recommendations

Director of Health to review data and will consider preparing a proposal for Committee consideration relative to adjustments.

X. Other Business

No action.

XI. Next Meeting Date

Tuesday, June 21, 2011, at 5 p.m.

A MOTION was made by Dianne to adjourn. Seconded by Judy. Motion carried unanimously.

Meeting adjourned at 6:23 p.m.

Respectfully submitted,

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