



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

(Approved)

CENTRAL CONNECTICUT HEALTH DISTRICT

Website Committee Meeting

August 1, 2013

4:00 P.M.

Wethersfield Town Hall, conference room 2
505 Silas Deane Hwy., Wethersfield, CT

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order at 4:12 P.M. Attending: Paul Hutcheon, Judy Sartucci, Tom Hemphill, Kevin Borrup, and Pat Checko. By teleconference: Carolyn Wysocki.

Excused: Shawn Fongemie

B. PUBLIC FORUM None present.

C. CHARGE TO THE COMMITTEE

Judy and Paul reviewed the charge to the Committee. The Committee is charged with assisting the Director of Health in developing the RFP and reviewing the proposals, vendor selection, recommending a vendor to the Board/Executive Committee, and continuing to provide advice and counsel on development of the site.

D. REVIEW OF PROPOSALS FROM WEBSITE CONSULTANTS

Committee discussed the need to consider several issues including hosting options, security, updates, maintenance and licensing. Criteria used to remove from consideration included: custom CMS, cost, location, page migration issue or restaurant rating module response. The following firms were removed from consideration: CivicLive, Civic Plus, Civica Software, Jesse James Creative, Open Sourcery, Planeteria Media and Vision Internet.

Remaining vendors to be considered: Color Fuzion, Diana Stutz Design, Medical Web Experts, MRW Connected and The Computer Company.

E. NEXT STEPS

Committee may consider requesting that companies present their proposals. Paul agreed to send the

committee an email with three sample sites for each of the 5 vendors. Committee agreed we need a customer friendly, easy to navigate site.

F. NEXT MEETING DATE

No discussion

G. ADJOURNMENT

A MOTION was made by Kevin Borrup to adjourn. Seconded by Pat Checko. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 5:25 P.M.

Respectfully submitted,

Paul Hutcheon, Director of Health