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CENTRAL CONNECTICUT HEALTH DISTRICT

Human Resources Committee Meeting

Wethersfield Community Center, Room S-4

Thursday, September 20, 2012

MINUTES (Approved)

I. CALL TO ORDER AND ATTENDANCE

Meeting called to order at 5:36 PM. Attending: Ray Jarema, Chair, Judy Sartucci, Kristine Nasinnyk, Dianne Doot, and Paul Hutcheon.

Quorum present.

II. PUBLIC FORUM

CCHD Board member, Carolyn Wysocki, attended the meeting and voiced her concerns about the Committee's process for handling the annual DOH performance evaluation. She described how the process has been handled in the past. She said the Committee was taking on more responsibility for the evaluation than the Board had delegated. The Committee's recommendations and draft evaluation should go to the Board first before discussing with the DOH.

Judy arrives 5:42 PM

Committee agreed there is a need to confirm the DOH performance review process.

III. REVIEW AND REORDER AGENDA

Add item VII a. Donation of sick time to the agenda.

IV. APPROVAL OF MINUTES AND WORKING NOTES (September 5, 2012)

A MOTION was made by Dianne, seconded by Kristine, to approve the minutes and working notes of September 5, 2012. MOTION CARRIED unanimously.

V. Executive Session to discuss DOH performance review

A MOTION was made by Kristine, seconded by Dianne, to go into Executive Session to discuss the DOH performance review. MOTION CARRIED unanimously.

Present in Executive Session: Ray Jarema, Diane Doot, Kristine Nasinnyk, Judy Sartucci, and Carolyn Wysocki.

Into executive session 6:09 PM

Carolyn Wysocki leaves at 6:15 PM

Out of executive session 6:34 PM

VI. Board Secretary position

Committee discussed hiring Board Secretary on a contractual basis, provided no labor issue, for a one year contract.

A MOTION was made by Judy, seconded by Dianne, to recommend to the Board that the Board Secretary be hired on a contractual basis with a personal service agreement. MOTION CARRIED unanimously.

VII. Other Business

a. Donation of Sick Time - Committee agreed this issue would need to be brought to the Board.

VIII. Next Meeting Date

TBD

The meeting was adjourned at 6:35 PM

Respectfully submitted,

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