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(APPROVED)

BOARD OF HEALTH PERFORMANCE EVALUATION COMMITTEE

October 24, 2013

Minutes

A. Call to order and attendance

The meeting was called to order by Judy Sartucci at 5:37 PM in Room S2 of the Pitkin Community Center in Wethersfield, CT.

Attending: Judy Sartucci (Committee Chair), Margaret Hanbury, Ray Jarema and Carolyn Wysocki. Paul Hutcheon arrived at 6:30 PM and was invited into the committee meeting and its Executive Session at 6:35 PM.

B. Public Forum. No one present from the public.

C. Review and reorder of the agenda. No changes were made.

D. Approval of Record of Votes

A MOTION to approve the minutes of September 12, 2013 as submitted was made by Margaret Hanbury, seconded by Ray Jarema. MOTION CARRIED unanimously.

E. Executive Session for the purpose of continuing the annual performance evaluation of the Director of Health

All previous materials provided by Paul Hutcheon were re-distributed to the Committee as well as additional materials from the Chair.

A MOTION was made by Ray, seconded by Margaret to go into Executive Session at 5:40 PM to continue the Committee's performance review of the Director of Health. MOTION CARRIED unanimously.

**Present in Executive Session: Hanbury, Jarema, Sartucci, and Wysocki
Paul Hutcheon invited into the Executive Session at 6:35 PM.**

Out of Executive Session at 6:45 PM.

F. Next steps and next meeting

The Committee asked that Paul meet with it again on Nov. 6, 2013 at 4:00 PM. Location TBA.

G. Adjournment

A MOTION to adjourn was made by Carolyn, seconded by Margaret. MOTION CARRIED unanimously. Meeting adjourned at 6:47 PM.

Respectfully submitted,

Judith Sartucci, Recorder pro tem