



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)
6/13/14

CENTRAL CONNECTICUT HEALTH DISTRICT

Website Committee Meeting

November 11, 2013

1:30 P.M.

Wethersfield Town Hall, conference room 1
505 Silas Deane Hwy., Wethersfield, CT

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order at 1:54 P.M. Attending: Paul Hutcheon, Tom Hemphill, Pat Checko, and Kevin Borrup. Judy Sartucci and Carolyn Wysocki via conference call.

Staff- Hilary Norcia, Lori DiPietro

B. PUBLIC FORUM

No public spoke.

C. REVIEW AND REORDER AGENDA

No action

D. REVIEW AND APPROVAL OF MINUTES for August 22, 2013, August 29, 2013, September 3, 2013 and October 31, 2013

A MOTION by Pat Checko, seconded by Kevin Borrup to approve the minutes of October 31, 2013, September 3, 2013, August 29, 2013, and August 22, 2013. Paul, Kevin, Tom, and Judy in favor. Carolyn abstains. MOTION CARRIED

E. Web site development

The Committee reviewed the site navigation layout provided by MRW Connected.

A MOTION by Pat Checko, seconded by Kevin Borrup to approve six (6) high level tabs: Home; About Us; Places we Inspect; Healthy Communities; Healthy Homes and Emergency Preparedness. MOTION CARRIED UNANIMOUSLY.

The Committee agreed to discuss how to show ACHIEVE link and need for "home" tab on each

page with consultant.

F. NEXT STEPS

The Committee agreed to each look at content to be under sub-tabs for the six (6) high level tabs.

G. NEXT MEETING DATE

November 14, 2013

ADJOURNMENT

A MOTION to adjourn was made by Kevin Borrup, seconded by Pat Checko. MOTION CARRIED unanimously.

Meeting adjourned at 2:23 P.M.

Respectfully submitted,

Paul Hutcheon, Director of Health