



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

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BOARD OF HEALTH

(Approved)

Executive Committee Special Meeting

November 18, 2013
Central CT Health District Headquarters
Town Hall, Wethersfield, CT

MINUTES

A. Call to order and attendance

Meeting called to order at 12:09 P.M.

Onsite: Paul Hutcheon (director of health/secretary-treasurer) and Nancy Brault (interim director of health designee);

Via Teleconference - Judy Sartucci (Chair), Margaret Hanbury (Vice-chair) and, Kristine Nasinnyk (member at large)

Quorum present. Meeting notice posted November 18, 2013.

B. Public Forum – no one present.

C. Approval of Record of Votes (September 9, 2013 meeting)

A MOTION was made by Margaret Hanbury, seconded by Kristine Nasinnyk to approve the Record of Votes for September 9, 2013. Abstained - Kristine Nasinnyk. MOTION CARRIED

D. Approval of proposal for durational hiring of sanitarians

Paul explained need for part-time durational help. At least two will be needed for a brief period – to do catchup on inspections and to begin to free Nancy Brault from field activities and until a new full-time sanitarian is hired. Previous sanitarian was on medical leave for 2 months and then recently resigned.

Committee recommended that Paul offer mileage but not vacation or sick time or any other benefits. Committee also suggested bringing issue to Human Resource Committee for review. Per agency policy maximum number of hours per person is capped at 19.5 hours/week. All new employees are to sign off

on letter of employment and provided a copy.

A MOTION by Kristine Nasinnyk, seconded by Margaret Hanbury to approve hiring part time durational employees per conditions outlined above. MOTION CARRIED UNANIMOUSLY.

E. Adjournment

A MOTION to adjourn was made by Margaret Hanbury, seconded by Kristine Nasinnyk. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

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