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## MEETING RECORD OF VOTES

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following is used to record information during all public meetings that take place. An original to be made available at the office of the Central Connecticut Health District, 505 Silas Deane Highway, Wethersfield, CT within 48 hours of the meeting being adjourned.

NAME OF PUBLIC BOARD OR COMMISSION	<b>BOARD OF HEALTH</b>
DATE MEETING AGENDA POSTED	June 18, 2018
LOCATION	Rocky Hill Community Center, Room 4 761 Main Street, Rocky Hill, CT
DATE OF MEETING	<b>June 21, 2018</b>
TIME MEETING STARTED	6:32 PM
PERSON PREPARING MEETING MINUTES	Jane Knotek, Recorder
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### MEMBERS PRESENT AT MEETING

1. Judith Sartucci, Chairman	2. Patricia Checko, Vice-chairman
3. Charles Brown, Secretary-Treasurer/Director of Health	4. Ann Marie Diloreto (arr. 6:35 PM)
5. Deborah Henault	6. Ray Jarema
7. Jerilyn Nagel (arr. 6:34 PM)	8. John Richter
9. Michele Sadlosky	10. Marti Stiglich
11. Carolyn Wysocki (arr. 6:35 PM)	12.

MEMBERS EXCUSED FROM MEETING Lia Safalow.

QUORUM PRESENT  Yes  No

**MOTIONS AND VOTES:**

1st MOTION       Passed       Failed       Tabled

**MOTION** by Jarema, seconded by Sadlosky to adopt the meeting agenda with the following amendments:

- Move “J-1 Response to the Opioid Abuse Epidemic” to the top of the agenda following “Presentation”
- Move “H-Executive Session” to the end of the agenda following “New Business”
- Move “J-3 Annual Report of Board Activities” to “G-Officer and Staff Reports”
- Add and make “Revised Agency Job Descriptions” the new J-1 under “New Business”
- Re-letter agenda items to reflect the above changes.
- Add “Immigration issue” under “New Business.”

**Motion carried unanimously.**

2nd MOTION       Passed       Failed       Tabled

**MOTION** by Checko seconded by Sadlosky to approve the record of votes and minutes of the May 17, 2018 regular Board meeting as posted. **Motion carried unanimously.**

3rd MOTION       Passed       Failed       Tabled

**MOTION** by Diloreto seconded by Henault to approve the proceedings of the May 17, 2018 annual public hearing on the proposed agency budget as posted. In favor: Checko, Diloretto, Henault, Jarema, Nagel, Richter, Sadlosky, Sartucci and Stiglich. Opposed: no one. Abstention: Wysocki. **Motion carried.**

4th MOTION       Passed       Failed       Tabled

**MOTION** by Richter, seconded by Sadlosky to accept the 2017-2018 Annual Report of Board Activities as presented by Board Chairman Sartucci and amended with the addition of action items from this meeting. **Motion carried unanimously.**

5th MOTION       Passed       Failed       Tabled

**MOTION** by Chairman Checko of the Finance Committee to accept the Treasurer’s quarterly financial report through May 31, 2018 as recommended by the Finance Committee. **Motion carried unanimously.**

6th MOTION       Passed       Failed       Tabled

**MOTION** by Jarema, seconded by Stiglich to accept the monthly Director’s/Staff report dated June 18, 2018 as presented by Brown. **Motion carried unanimously.**

7th MOTION       Passed       Failed       Tabled

**MOTION** by Chairman Stiglich of the Human Resources Committee (HRC), seconded by Wysocki to approve the following revised agency job descriptions as recommended by the HRC and with additional editorial changes:

- Administrative Assistant
- Office Manager; and
- Emergency Preparedness

**Motion carried unanimously.**

**8th MOTION**       Passed       Failed       Tabled

**MOTION** by Chairman Checko of the Finance Committee, seconded by Stiglich to accept the revisions to the Agency fee policy as recommended by the Finance Committee and with a technical change to the wording. **Motion carried unanimously.**

**9th MOTION**       Passed       Failed       Tabled

**MOTION** by Sadlosky seconded by Henault to go into executive session for discussion of the upcoming performance evaluation of the director of health. **Motion carried unanimously**

In executive session at 8:47 PM. Present in executive session: Checko, Diloretto, Henault, Jarema, Nagel, Richter, Sadlosky, Sartucci, Stiglich and Wysocki.

Out of executive session at 8:56 PM.

**10th MOTION**       Passed       Failed       Tabled

**MOTION** by Henault, seconded by Jarema to adjourn. **Motion carried unanimously.**

LINK TO MINUTES – **SEE MINUTES**

TIME MEETING ADJOURNED: 8:57 PM

REVIEWED AND APPROVED BY BOARD: July 19, 2018