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Office of the Director

CENTRALIZATION COMMITTEE

May 4, 2016 Meeting Minutes

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order by Charlie Brown, Committee Chair and Director of Health, at 2:05 PM in the second floor conference room, Rocky Hill Town Hall, Rocky Hill, CT.

Present: Charles Brown, Ray Jarema, Jerilyn Nagel, Judith Sartucci, and Marti Stiglich.

Excused Patricia Checko **Quorum present**

Staff: none

Date notice posted: April 29, 2016

B. PUBLIC FORUM – no one from the public was present.

C. REVIEW AND REORDER AGENDA

MOTION by Sartucci, seconded by Jarema, to adopt the agenda with the addition of approval of minutes (Jan. 5, 2016 meeting). **Motion carried unanimously.**

D. APPROVAL OF MINUTES

MOTION by Jarema, seconded by Stiglich, to approve the minutes of the January 5, 2016 Committee meeting as submitted. **Motion carried unanimously.**

E. UNFINISHED BUSINESS

A. Meeting with Member Towns Leadership

- Brown and Sartucci updated the Committee on the status of the Midstate Collaborative. With 3 of the 4 member town members newly elected the mayors are reactivating the Collaborative, but it is not clear what direction it will go in.
- Brown has been working with Mayor Paul Montinieri of Wethersfield.
- Brown, Sartucci, and Checko are on the agenda for the group's May 19th meeting. Details (such as location) are still pending.
- It is not known if the town managers will be part of these meetings.
- Mayors of the towns of Hartford and Cromwell are included (not member towns in CCHD)
- Brown presented an outline for discussion of his ideas on management of the environmental health staff.

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- Committee discussed approach to the issue of office centralization and possible town concerns re: RS staff.
- Need to keep the need for centralization versus concerns about the placement of the RS staff separate.
- No PPT or handouts planned. Feasibility study will be available on request.

F. NEW BUSINESS

1. **Planning Process** – Next Steps
 - Pending outcome of meeting with towns' mayors.
2. **Update on the Wethersfield and Newington office situations** –
 - Brown has received the OSHA report and is working with the Town of Wethersfield.
 - He has also been in touch with Dr. Paula Shank at UConn Occupational Health Program.
 - Newington situation is more difficulty – leak in roof, not easily fixed, concern re eventual mold.
 - Per discussion at April 28th Board meeting Brown needs to more actively move resolution of each situation along

G. EXECUTIVE SESSION – none held.

H. NEXT MEETING

Brown to poll members and set up after the May 19th meeting with the Towns Leadership.

I. ADJOURNMENT

MOTION by Stiglich, seconded by Nagel to adjourn. The meeting adjourned at 3:22 PM. **Motion carried unanimously.**

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: July 29, 2016