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BOARD OF HEALTH FINANCE COMMITTEE

**January 19, 2016 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order by Chairman Kristine Nasinnyk at 6:06 PM in the Conference Room on the Mezzanine Level of the Wethersfield Town Library, Wethersfield, CT.

Present: Kristine Nasinnyk - Chair, Charles Brown - Director of Health, Patricia Checko, Jerilyn Nagel, Judith Sartucci and Carolyn Wysocki (arrives at 6:20 PM)

Absent: no one **Quorum present.**

Date meeting notice posted: January 15, 2016

Staff: none

Guest: Paul Lewis, Area Vice-President of Arthur A. Gallagher & Co. and CCHD insurance agent of record, participated via conference call.

CCHD Human Resource Committee chair and members invited but unable to attend.

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

C. ADOPTION OF AGENDA

A MOTION was made by Sartucci seconded by Checko to adopt the agenda as posted with correction of a couple of typos. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Checko seconded by Sartucci to approve the minutes of the January 5, 2016 Committee meeting as presented. In favor: Brown, Nagel, Nasinnyk and Sartucci. Opposed: no one. Abstention: Checko. **Motion carried.**

E. EXECUTIVE SESSION

A MOTION by Checko, seconded by Nagel to go into executive session for the purposes of: 1) a review of available employee health insurance renewal options and a review of available employee dental, life and disability insurance options with Mr. Paul Lewis, the agency's insurance agent of record,; and 2) for a collective bargaining update by Brown. **Motion carried unanimously.**

In executive session at 6:10 PM. Present: Nasinnyk, Brown, Checko, Nagel, Sartucci and Lewis. Wysocki arrives and joins the meeting and session at 6:20 PM. Lewis exits the session and meeting at 7:10 PM. Out of executive session at 8:20 PM.

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F. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

1. Committee reviewed the available employee health benefits options presented by its insurance agent of record and recommended by its Director of Health.

MOTION by Checko, seconded by Nagel, to recommend to the Board the adoption of a renewal alternative for the agency's employee health plan of ConnectiCare Silver HDHP (\$2750/5500 10%). To become effective with the start of the agency's new insurance year on March 1, 2016. **Motion carried unanimously.**

2. Committee reviewed the available employee dental options and available life/AD&D insurance and long term disability insurance options presented by its insurance agent and recommended by the Director of Health. Plans are currently purchased through an arrangement with the Town of Wethersfield.

MOTION by Checko, seconded by Nagel, to recommend to the Board a move out of CCHD's current insurance arrangements with the Town of Wethersfield and the adoption of a new dental plan and new plans for life/AD&D insurance and long-term disability insurance, all effective July 1, 2016. Each of these plans to be purchased through the Guardian Life Insurance Company of America. **Motion carried unanimously.**

G. UNFINISHED BUSINESS

1. Review of Proposed Agency Fee Schedule for FY 2017

- Brown presented the current agency fee schedule (FY 2015-16) and a revised proposal for an updated fee schedule (FY 2016-17). Committee in general agreement with his proposal and will incorporate into the budget package that goes to the Board for public hearing and final approval.
- Agency not able to honor at this time the Town of Berlin finance officer's request for its revised fee schedule for annual Town Council adoption until it goes through the CCHD budget process and public hearing and has final Board approval.

2. Personnel Changes and Fiscal Impact

- Not discussed at this meeting. Brown to discuss further at next Committee meeting as part of his budget preparations.

H. NEW BUSINESS

1. Review of December 31, 2015 Financial Report

- Brown reviewed the financial report for FY 2016 ending December 31, 2015. The agency is financially on track at mid-year.

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- With the adoption of the agency's new budget revision policy at the December Board meeting, the agency's accountant has begun to apply and make adjustments to this mid-year report.
- Brown answered questions and clarified issues for Committee. He will discuss questions on the operating reserves and on salaries with the accountant and report out at the upcoming Board meeting.

I. NEXT MEETING

- The Committee will continue meeting every other week until the proposed budget for FY 2016-17 is completed, and then continue monthly meetings after that in the week preceding the monthly Board meeting through 2016:
Tuesday: 02/02/16 Tuesday: 03/29/16
Tuesday: 02/16/16 Tuesday: 04/19/16
Tuesday: 03/01/16 Tuesday: 05/17/16
Tuesday: 03/15/16 Tuesday: 06/21/16
- 2016 Calendar of Finance Committee meetings posted.
- Next meeting is on Tuesday, February 2, 2016 at 6:00 PM – Wethersfield Town Library.

J. ADJOURNMENT

A MOTION was made by Nagel, seconded by Wysocki to adjourn. **Motion carried unanimously.** The meeting adjourned at 8:51 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: February 2, 2016