



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

BOARD OF HEALTH

FINANCE COMMITTEE

February 16, 2016 Meeting
MINUTES

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order by Chairman Kristine Nasinnyk at 6:13 PM in the mezzanine conference room of the Wethersfield Library, Wethersfield, CT.

Present: Kristine Nasinnyk - Chair, Charles Brown - Director of Health, Patricia Checko, Judith Sartucci and Carolyn Wysocki (via conference call)

Absent: Jerilyn Nagel **Quorum present.**

Date meeting notice posted: February 10, 2016

Staff: none

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

C. ADOPTION OF AGENDA

A MOTION was made by Checko, seconded by Sartucci to adopt the agenda as posted. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Checko, seconded by Sartucci to approve the minutes of the February 2, 2016 Committee meeting as presented. **Motion carried unanimously.**

E. EXECUTIVE SESSION

A MOTION by Sartucci, seconded by Checko to go into executive session for the purposes of discussion of: 1) a draft FY 2016-17 budget with collective bargaining contract implications; 2) a collective bargaining update by Brown; and 3) health benefits for former director of health. **Motion carried unanimously.**

In executive session at 6:15 PM. Present: Nasinnyk, Brown, Checko, and Sartucci. Brown leaves the session at 7:30 PM.

Committee out of executive session at 7:40 PM.

F. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

- No action taken.
- Brown will again make adjustments to proposed budget in light of potential state funding cuts and based on discussion with Committee and have ready for the next Committee meeting.

G. UNFINISHED BUSINESS

1. Review of Proposed Agency Fee Schedule for FY 2016-2017

- No further changes.

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- Brown and Sartucci will try to have some language changes for the agency's fee policy ready for the next Committee meeting.

2. Personnel Changes and Fiscal Impact

- Brown is ready to make job offers and will continue to update committee and board.

H. NEW BUSINESS

1. Review of January 31, 2015 Financial Report

- Some minor problems in conversion to Cloud use and storage, so Brown unable to provide a detailed report at this meeting. Will have for next Committee meeting.
- Brown gave an overview of status of accounts. The agency continues financially on track at mid-year.

2. Agency's 20th anniversary

- Wysocki asked Brown to look at a special line item to fund activities related to the agency's 20th anniversary this year. To discuss further at next Committee 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 on the Tuesday of the week preceding the monthly Board meeting through the end of 2016:
Tuesday: 03/01/16 Tuesday: 04/19/16
Tuesday: 03/15/16 Tuesday: 05/17/16
Tuesday: 03/29/16 Tuesday: 06/21/16
- Next meeting is on Tuesday, March 1, 2016 at 6:00 PM – Wethersfield Town Library.

J. ADJOURNMENT

A MOTION was made by Checko, seconded by Wysocki to adjourn. **Motion carried unanimously.** The meeting adjourned at 8:30 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: March 1, 2016