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BOARD OF HEALTH FINANCE COMMITTEE

**March 1, 2016 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order by Chairman Kristine Nasinnyk at 6:02 PM in the mezzanine conference room of the Wethersfield Library, Wethersfield, CT.

Present: Kristine Nasinnyk - Chair, Charles Brown - Director of Health, Patricia Checko, Jerilyn Nagel (arr. 6:06 PM), Judith Sartucci and Carolyn Wysocki (via conference call)

Absent: no one **Quorum present.**

Date meeting notice posted: February 26, 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 amended with the addition of discussion of an EPA grant RFP under “new business.” **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Checko, seconded by Wysocki to approve the minutes of the February 16, 2016 Committee meeting with an amendment to “New Business – Review of Jan. 31, 2016 Financial Report.” **Motion carried unanimously.**

Nagel arrives at 6:06 PM and joins meeting.

E. EXECUTIVE SESSION

A MOTION by Sartucci, seconded by Checko to go into executive session for the purposes of discussion of 1) proposed state cuts in per capita funding; and 2) an update on collective bargaining contract negotiations currently underway and possible fiscal implications.

Motion carried unanimously.

In executive session at 6:06 PM. Present: Nasinnyk, Brown, Checko, Nagel and Sartucci. Committee out of executive session at 7:35 PM.

F. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION. No action taken.

CCHD FINANCE COMMITTEE

March 1, 2016 Meeting

Page 2

G. UNFINISHED BUSINESS

1. Review of January 31, 2015 Financial Report

- Brown reviewed the financial report for FY 2016 ending January 31, 2015, answered questions and clarified issues for Committee. T
- The agency continues financially on track at mid-year.
- Wysocki asked Brown about a special line item to fund activities related to the agency's 20th anniversary this year. Brown recommended, and Committee concurred, that the amount is small and can be taken out of one of the existing line items.

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

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

H. 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: 03/15/16 Tuesday: 05/17/16
Tuesday: 03/29/16 Tuesday: 06/21/16
Tuesday: 04/19/16
- Next meeting is on Tuesday, March 15, 2016 at 6:00 PM – Wethersfield Town Library.

I. ADJOURNMENT

A MOTION was made by Wysocki, seconded by Nagel to adjourn. **Motion carried unanimously.** The meeting adjourned at 7:57 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: March 15, 2016