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BOARD OF HEALTH FINANCE COMMITTEE

**March 15, 2016 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Charles Brown, as Board Secretary/Treasurer, chaired the meeting in Chairman Kristine Nasinnyk's absence and called it to order at 6:03 PM in the mezzanine conference room of the Wethersfield Library, Wethersfield, CT.

Present: Charles Brown, Patricia Checko (via conference call), Jerilyn Nagel (via conference call), Judith Sartucci (via conference call), and Carolyn Wysocki (via conference call)

Excused: Kristine Nasinnyk

Quorum present.

Date meeting notice posted: March 11, 2016

Staff: none

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

C. ADOPTION OF AGENDA

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

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Wysocki, seconded by Nagel to approve the minutes of the March 1, 2016 Committee meeting as submitted. **Motion carried unanimously.**

E. EXECUTIVE SESSION

A MOTION by Sartucci, seconded by Checko to go into executive session for an update on the collective bargaining contract negotiations currently underway and any implications for the agency budget process.

Motion carried unanimously.

In executive session at 6:05 PM. Present: Brown, Checko, Nagel and Sartucci.
Committee out of executive session at 6:13 PM.

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F. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

A **MOTION** was made by Sartucci, seconded by Checko to recommend to the Board an increase in the FY 2017 per capita fee for member towns. **Motion carried unanimously.**

G. UNFINISHED BUSINESS

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

- Brown presented language changes to the agency's fee policy that he and Sartucci had drafted as requested by the Committee.

A **MOTION** was made by Nagel, seconded by Checko to move the revisions to the agency fee policy forward to the Board for approval. Wysocki objected to building a reduced rate for nonprofit groups into the policy. She also asked that more time be given to review and discussion of the groups identified as eligible for waivers under the current policy. In favor: Brown, Checko, Nagel and Sartucci. Abstention: no one. Opposed: Wysocki. **Motion carried.**

- Brown identified a timing issue in the Board's delay of approval of the new fee schedule for FY 2017. It is normally part of the budget hearing which may not be held until May or June. Agency needs to begin to send out relicensing applications in April and to identify any new fee rate at that time. Committee advised him to discuss with Board and, if needed, Board will authorize setting up a separate public hearing on the proposed fee schedule.

H. NEW BUSINESS. None.

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: 03/29/16

Tuesday: 05/17/16

Tuesday: 04/19/16

Tuesday: 06/21/16

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- Next meeting is on Tuesday, March 29, 2016 at 6:00 PM – Wethersfield Town Library.

J. ADJOURNMENT

A MOTION was made by Checko, seconded by Nagel to adjourn. **Motion carried unanimously.** The meeting adjourned at 6:35 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: April 19, 2016