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## **BOARD OF HEALTH FINANCE COMMITTEE**

**June 14, 2016 Meeting  
MINUTES**

### **A. CALL TO ORDER AND ATTENDANCE**

Chair Kris Nasinnyk called the meeting to order at 6:00 PM in the mezzanine conference room of the Wethersfield Library, Wethersfield, Connecticut.

**Present:** Charles Brown, Patricia Checko, Kris Nasinnyk, and Carolyn Wysocki (via conference call)

**Excused:** Judith Sartucci

**Absent:** Jerilyn Nagel

**Quorum present.**

**Date meeting notice posted:** June 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 Wysocki to adjust the agenda as follows:

\* Move staff recognition from E.2 to F.1 under executive session.

**Motion carried unanimously.**

### **D. APPROVAL OF RECORD OF MINUTES**

**A MOTION** was made by Checko, seconded by Wysocki to approve the minutes of the May 17, 2016 committee meeting as submitted. **Motion carried unanimously.**

### **E. NEW BUSINESS**

The May 2016 financial report was presented by Brown.

- Revenue item #4036- bicycle helmets accounted for 21.3% rise in revenue for May. This was due in part to Wethersfield 'Bike to Schools' and WFSB publicity.
- Operating expenditures item #5655 increased due to purchase of environmental supplies, including pool chemicals, for Memorial Day pool openings.
- Operating expenditures item #6300 increase was for recruitment expensed for Health Inspector position advertisement.
- Health Program Expenses item #5300- anticipated \$4000 expense in June related to Organizational Branding Strategy as part of PHAB accreditation.

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Brown also encouraged grant spending for health programs to be completed by June. Brown reported that June financials will be a bit delayed due to closing of fiscal year 15/16 and all the CCHD activities that occur in June. He reported that Cheryl is working with the accountant to get these reports as timely as possible.

Brown will also work with the accountant to report the off-cycle grants in a more effective manner.

### **F. EXECUTIVE SESSION**

**A MOTION** was made by Wysocki, seconded by Checko to go into executive session for the purpose of personnel matter regarding staff recognition. **Motion carried unanimously.**

In executive session at 6:18 PM. Present: Brown, Checko, Nasinnyk, and Wysocki. Committee out of executive session at 6:45 PM.

There was no action on items discussed in executive session.

### **G. Next Meeting**

- The Committee will tentatively meet again on Tuesday, July 19, 2016. Time and location to be determined.

### **H. ADJOURNMENT**

**A MOTION** was made by Checko, seconded by Wysocki to adjourn. **Motion carried unanimously.** Chairperson Nasinnyk's final meeting adjourned at 6:49 PM.

Respectfully submitted,

Kris Nasinnyk

Chair

**REVIEWED AND APPROVED BY COMMITTEE: August 23, 2016**