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BOARD OF HEALTH

FINANCE COMMITTEE MEETING

June 16, 2015
MINUTES

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order by Chairman Kristine Nasinnyk at 6:40 PM in the Mezzanine Room of the Wethersfield Town Library, Wethersfield, CT.

Present: Kristine Nasinnyk, Chair, Charles Brown (Director of Health), Patricia Checko, Dianne Doot, Jerilyn Nagel and Judith Sartucci.

Excused: Carolyn Wysocki **Quorum present.**

Staff: none

Date meeting notice posted: June 12, 2015

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

C. ADOPTION OF AGENDA

A MOTION was made by Checko, seconded by Doot to adopt the agenda with the addition of the Preventive Health Block Grant under “New Business.” **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES (March 17, 2015)

A MOTION was made by Checko, seconded by Sartucci to approve the minutes of the May 19, 2015 Committee meeting as submitted. In favor: Brown, Checko, Nasinnyk, and Sartucci. Opposed: no one. Abstention: Doot and Nagel. **Motion carried.**

E. NEW BUSINESS

1. Review of monthly financial report

- Brown reviewed the monthly financial report ending May 31, 2015. Health District revenue and spending continue on track for the year and agency should finish year in the black.
- He answered and clarified issues for Committee.

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2. Executive Session

A MOTION was made by Sartucci and seconded by Checko to go into Executive Session early pursuant to Conn. Gen. Stat. Sec. 1-200(6)(B) for discussion of items in the draft FY 2105-16 budget related to collective bargaining negotiations and impact on planning for the annual public hearing on the budget. **Motion carried unanimously.**

In Executive Session at 6:55 PM. Present in Executive Session: Nasinnyk, Brown, Checko, Doot, Nagel, and Sartucci. Out of Executive Session at 7:20 PM.

3. Action on Items Discussed in Executive Session – none taken

4. Annual Budget Hearing – per state statute a budget hearing and vote on the proposed budget for FY 2016 a hearing on a summary of the budget and on the fee schedule will be held at 6 PM on June 18, 2015 immediately preceding the Board meeting scheduled that evening at 6:30 PM. Meeting scheduled for Newington Library Community Room that evening. Nasinnyk will again serve as hearing officer.

At its recent meeting the Governance Committee reviewed the public hearing policy and made one recommendation for change. **A MOTION** by Sartucci, seconded by Doot to endorse the recommendation of the Governance Committee to modify the agency's public hearing policy to reference the annually proposed fee schedule in the annual public hearing on the budget and budget vote by the Board. This is the current practice but should be reflected in agency policy. **Motion carried unanimously.**

5. Preventive Health Block Grant

- Brown updated the group on the annual Preventive Health Block Grant from DPH.
- To be awarded to LHDs as a three-year contract.
- DPH would like agencies to use funds to focus on one main area. Funds may be used for PHAB Accreditation activities.
- Brown proposes using 3 year funding for PSE as part of agency's CHIP.
- Committee concurred.

6. Brown has selected consultant, Gorman & York of East Hartford, to do agency feasibility study on centralization and agency move.

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7. Brown also announced that agency has switched from the Peach Tree software to QuickBooks for its accounting and bookkeeping functions.

F. UNFINISHED BUSINESS – none. Executive Session held earlier in meeting.

G. NEXT MEETING DATE – TBD - will reconvene once budget is approved and contract negotiations completed.

H. ADJOURNMENT -

A MOTION was made by Checko, seconded by Sartucci to adjourn. **Motion carried unanimously.** The meeting adjourned at 7:46 PM

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: August 18, 2015