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BOARD OF HEALTH GOVERNANCE COMMITTEE

June 18, 2018
Special Meeting Minutes

- I. CALL TO ORDER.** Chairman Carolyn Wysocki chaired this meeting via conference call. She called the meeting to order at 1:45 PM in the Board Conference Room of the Berlin Peck Public Library in Berlin, CT.
Present: Charles Brown (Director of Health), Judith Sartucci, and Carolyn Wysocki (via conference call).
Excused: No one **Quorum present.**
Staff present: Ann Hartman, Assistant Director for Community Health
Guest: Pat Checko
Notice posted: June 18, 2018
- II. PUBLIC FORUM:** no one from the public was present.
- III. APPROVAL OF MINUTES**
A MOTION was made by Sartucci, seconded by Brown, to approve the minutes of the June 11, 2018 Committee meeting as posted. **MOTION CARRIED UNANIMOUSLY.**
- IV. UNFINISHED BUSINESS- None**
- V. NEW BUSINESS.**
- 1. Review of PHAB Domain 1**
- Committee continued its monthly review of the PHAB domains for public health accreditation and discussed strategies to address PHAB standards and measures in Domain 1. Special meeting was planned for this Domain.
 - Pat Checko of the CCHD Board was asked to sit in for this review of Domain 1 (with its focus on community needs assist and development of a CHA) and to assist with her experience and expertise in data collection and management.
 - Domain 1 is a challenge for the agency, as a comprehensive process to complete a new community health assessment with the acquisition of appropriate data and development of the capacity for analysis within the agency is required.
 - Extensive planning will need to be done in this area before undertaking a new CHA . Agency will also need to take into account issues from previous assessments and plan for greater community engagement, regular reporting, and dissemination of findings to public and stakeholders.

This meeting concluded the review by the Committee of each of the 12 PHAB domains

for accreditation. Sartucci suggested that at the next meeting the Committee do a walk-through of the results and decide on next steps.

VI. NEXT MEETING DATES

1. Governance Committee will next meet at 1:30 PM on July 23rd in the Wethersfield Library.
2. Items for July meeting agenda:
 - Strategic Plan Review
 - Summary of PHAB domain review

GOVERNANCE COMMITTEE

June 18, 2018 Meeting

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VII. ADJOURNMENT

A MOTION was made by Brown, seconded by Sartucci to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 3:42 PM.

Respectfully submitted,

Charles K. Brown, Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: August 28, 2018