



## **BOARD OF HEALTH FINANCE COMMITTEE**

**July 18, 2017 Meeting  
MINUTES**

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

Chairman Pat Checko called the meeting to order at 6:42 PM in the Second Floor Conference Room of the Rocky Hill Town Hall, Rocky Hill, CT.

**Present:** Charles Brown, Patricia Checko, Jerilyn Nagel, Deborah Henault (arr. 6:45 pm), and Judith Sartucci

**Absent:** no one

**Quorum present.**

**Date meeting notice posted:** July 17, 2017

**Staff:** none

**Guest:** Simon Jiang, Agency CPA of Comprehensive Business Solutions.

### **B. PUBLIC FORUM – none**

### **C. ADOPTION OF AGENDA**

**A MOTION** was made by Sartucci, seconded by Nagel to adopt the agenda as presented.

**Motion carried unanimously.**

Henault arrived and joined meeting at 6:45 PM.

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

**A MOTION** was made by Sartucci, seconded by Henault to approve the minutes of the May 16, 2017 Committee meeting with minor technical changes. In favor: Checko, Henault, and Sartucci. Opposed: no one. Abstained: Nagel. **Motion carried.**

### **E. UNFINISHED BUSINESS. None.**

### **F. NEW BUSINESS**

#### **1. Review of Financial Reports dated May 30, 2017 and June 30, 2017**

- Brown reviewed the last two monthly financial reports through June 30, 2017 (end of fiscal year) and answered and clarified issues for the Committee about various line items.
- Overall unaudited revenue for FY16-17 appears to be on target with budget estimates.
- Expense items for FY16-17 also appear to be close to overall estimates of approved budget.
- It appears that the agency may see a small surplus over expenses depending upon any accounting adjustments that may need to be made during the audit process.

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**2. Discussion with Agency CPA on potential fiscal issues and opportunities**

- Committee members described the type of fiscal advice they were looking for in the areas of potential office centralization, contractual relationships and legal authorities and opportunities of being a quasigovernmental agency. CPA will work with Director to prepare presentation August Finance Committee meeting. Brown was also directed to request from CPA what is the current list of services their agency provides.

**3. Grant Discussion**

- Brown reported on per capita, lead and NCAAA Dental grants
- State Per Capita is being restored to statutory rates for FY17-18.
- Lead grant is being defunded for FY17-18 due to state budget cuts.
- NCAAA has notified agency that Senior Dental Grant was approved in the amount of \$5000. This will require agency to match funds with an increase in our budgeted amount for dental services of \$1400 for FY17-18.

**G. NEXT MEETING**

1. The Finance Committee will meet at 6:30 PM in the Wethersfield Town Library on Tuesday, August 15, 2017. Agenda to be determined.

**H. ADJOURNMENT**

**A MOTION** was made by Sartucci, seconded by Henault to adjourn. **Motion carried unanimously.** The meeting adjourned at 8:17 PM.

Respectfully submitted,

Charles K. Brown Jr.  
Recorder pro tem

**REVIEWED AND APPROVED BY COMMITTEE:** August 22, 2017