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BOARD OF HEALTH FINANCE COMMITTEE

September 20, 2016 Meeting MINUTES

A. CALL TO ORDER AND ATTENDANCE

Committee Chairman Pat Checko called the meeting to order at 2:09 PM in the Shedd Study Room of the Wethersfield Town Library, Wethersfield, CT.

Present: Charles Brown, Patricia Checko, Jerilyn Nagel (arr. 2:15 PM), and Judith Sartucci

Excused: Deborah Henault **Quorum present.**

Date meeting notice posted: September 19, 2016

Staff: none

With the recent Board Committee changes and annual appointments Carolyn Wysocki has rotated off the Committee. Deborah Henault has been appointed and will be joining the Committee at its October 18th meeting.

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

C. ADOPTION OF AGENDA

A MOTION was made by Sartucci, seconded by Brown to adopt the agenda as posted. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Brown, seconded by Sartucci to approve the minutes of the August 23, 2016 Committee meeting with a couple of technical corrections. **Motion carried unanimously.**

E. UNFINISHED BUSINESS. None.

F. NEW BUSINESS

1. Review of Financial Report dated August 31, 2016

- Brown reviewed the first monthly financial report for FY 2017 dated August 31, 2016 and answered and clarified issues for the Committee about various line items
- Revenues are coming in as expected.
- Expenditures are occurring as expected. Legal expenses are down substantially. Costs to implement the new collective bargaining contract are being applied as planned.

CCHD FINANCE COMMITTEE
September 20, 2016 Meeting
Page 2

Nagel arrives at 2:15 PM and joins meeting.

- New insurance plans are in place and the agency is off all the Town of Wethersfield plans.

2. Estimates for Towns of Public Health Personnel and Operations Costs

- The Committee reviewed with Brown the kinds of services provided to each town and the level of specificity available to determine workforce required, workload and time to complete and costs where available.
- References were made specifically to Berlin, since Checko and Carolyn Wysocki will be meeting with the Berlin Town Manager on September 28th.
- Brown and Committee will develop a model and data set to create information for each member town.

G. NEXT MEETING

- The Committee will continue to meet monthly on the Tuesday of the week that normally precedes the monthly Board meeting and will move its meeting time to 6:30 PM.
- Next meeting date is on Tuesday, October 18, 2016 at 6:30 PM – Wethersfield Town Library.
- Brown to chair the October meeting as Checko will be away.

H. ADJOURNMENT

A MOTION was made by Nagel, seconded by Sartucci to adjourn. **Motion carried unanimously.** The meeting adjourned at 3:08 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: October 18, 2016