



BOARD OF HEALTH FINANCE COMMITTEE

January 16, 2018 Meeting MINUTES

A. CALL TO ORDER AND ATTENDANCE

Chairman Pat Checko called the meeting to order at 5:20 PM in the Mezzanine Conference Room of the Wethersfield Library in Wethersfield, CT.

Present: Charles Brown, Patricia Checko, Deborah Henault, Jerilyn Nagel (via conference call) and Judith Sartucci (joined at 5:37 PM)

Absent: None

Quorum present.

Date meeting notice posted: January 12, 2018

Staff: none

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

C. ADOPTION OF AGENDA

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

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Henault, seconded by Brown to approve the minutes of the December 19, 2017 Committee meeting as posted. **Motion carried unanimously.**

E. NEW BUSINESS

1. December 2017 Financial Statement Review

- Brown reviewed the monthly financial report for FY 2018 through December 31, 2017 and answered and clarified issues for the Committee about various line items.

A MOTION was made by Henault, seconded by Brown to accept the financial statements through December 30, 2017. **Motion carried unanimously**

Sartucci arrives at 5:37pm and joins meeting.

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2. Proposed Fee Schedule for FY 18-19

1. Committee reviewed proposed fee schedule and provided comments on the first draft. Sartucci asked about inspection frequency for daycares and the potential public health need to inspect adult daycares. Committee also recommended informational sessions about transition to FDA code and changes in fee structure and process of inspection. Potential to utilize public television and FDA video resources was also suggested.

3. Finance Committee Schedule for 2018

- Committee agreed to meet on the Tuesday before each monthly Board meeting (usually the 3rd Tuesday but sometimes the 2nd Tuesday of the month) from 5-7 pm.
- Special meetings may be necessary at the beginning of 2018 for budget preparation purposes
- Complete schedule of dates will be sent to the Committee and the Town Clerks and posted to the website.

A MOTION was made by Sartucci, seconded by Nagel to approve committee schedule.
Motion carried unanimously

F. UNFINISHED BUSINESS

1. Executive Session for the purposes of discussing:

- Collective bargaining contract reopener update as pertains to the 2018-2019 budget; and
- Review of 2018-19 employee health insurance renewal options.

A MOTION was made by Sartucci, seconded by Henault to go into executive session. at 6:14pm. Motion carried unanimously. In session: Brown, Checko, Henault, Nagel and Sartucci. Out of session at 6:40pm.

2. No action taken on any items discussed.

G. NEXT MEETING

- The Finance Committee will meet on Tuesday, February 13, 2018 at 5:00 PM in the Wethersfield Library.
- Agenda: FY 18-19 Budget Development and Review of proposed fee schedule; possible executive session.

H. ADJOURNMENT

A MOTION was made by Henault, seconded by Sartucci to adjourn. **Motion carried unanimously.** The meeting adjourned at 6:42 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: February 13, 2018