



BOARD OF HEALTH

FINANCE COMMITTEE MEETING

December 9, 2014
Minutes

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order by Chairman Kristine Nasinnyk at 6:18 PM in the Mezzanine Conference Room of the Wethersfield Town Library, Wethersfield, CT.

Present: Kristine Nasinnyk (Chair), Charles Brown (Director of Health), Patricia Checko, Judith Sartucci and Carolyn Wysocki

Excused: Dianne Doot and Jerilyn Nagel

Quorum present.

Staff: Cheryl Kissinger

Date notice posted: December 8, 2014 (revised agenda)

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

C. REVIEW AND REORDER AGENDA - none (special meeting under FOIA)

D. APPROVAL OF RECORD OF VOTES AND MINUTES (July 16, 2014)

A MOTION was made by Wysocki, seconded by Sartucci to accept the Record of Votes of the July 16, 2014 Committee meeting as submitted and the Minutes as amended. In favor: Nasinnyk, Sartucci and Wysocki; opposed – no one; abstention – Checko.

MOTION CARRIED.

E. UNFINISHED BUSINESS

1. 2013-14 Auditor's Report

- Presented at October 15 Board meeting by auditor and referred by Board for final review
- Committee agreed their questions were answered
- General concern of committee members is the need for consistency between what the accountant sets up and the auditor reports out. Brown reminded Committee that revisions in agency accounting are still a work in progress.
- Brown and Kissinger to look at ways to improve in future reports.
- No further follow-up by Committee at this time.

2. Accounting Services

- Continued use on monthly basis and found to be satisfactory.
- Committee members concerns around shift from cash to accrual basis and how best to use reporting documents were discussed

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- Use of accountant services moving forward in future areas such as planning for move, changes in investments, etc., discussed.
- Brown and Kissinger are monitoring use of service and cost.

Kissinger leaves at 7:07 PM.

F. NEW BUSINESS - EXECUTIVE SESSION

A MOTION was made by Sartucci and seconded by Checko to go into Executive Session for an update on the collective bargaining process and contract exempt under Conn. Gen. Stat. Sec. 1-200(2) and its potential impact on the agency's FY 2015-16 budget.

MOTION CARRIED UNANIMOUSLY.

In Executive Session at 7:07 PM. Present in Executive Session: Nasinnyk, Brown, Checko, Sartucci, and Wysocki.

Out of Executive Session at 8:05 PM.

G. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION – no action taken.

H. NEXT MEETING DATE – given the development of the FY 2015-16 budget ahead the Committee agreed to the following meeting schedule (first and third Tuesday of each month until budget is finalized):

Jan. 6 and Jan. 20, 2015;

Feb. 3 and 17, 2015; and

March 3 and 17, 2015

All meetings to be held at 6 PM. Committee will cancel meetings if not needed, or materials not ready. Brown's office to secure meeting sites.

I. ADJOURNMENT -

A MOTION was made by Checko, seconded by Sartucci to Adjourn. **MOTION CARRIED UNANIMOUSLY.**

The meeting adjourned at 8:10 PM

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: January 6, 2015