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BOARD OF HEALTH GOVERNANCE COMMITTEE

June 9, 2015 Meeting
Minutes

- I. CALL TO ORDER.** Chairman Margaret Hanbury called the meeting to order at 6:45 PM in the second floor conference room of the Rocky Hill Town Hall, Rocky Hill, CT.
Present: Margaret Hanbury (Chair), Charles Brown (Director of Health), Angela Colantonio, Judy Sartucci and Carolyn Wysocki
Excused: no one.
Quorum present.
Notice posted: June 4, 2015
- II. PUBLIC FORUM:** no one from the public was present.
- III. ADOPTION OF MEETING AGENDA**
A **MOTION** was made by Wysocki, seconded by Colantonio, to adopt the agenda as posted.
MOTION CARRIED UNANIMOUSLY.
- IV. APPROVAL OF MINUTES**
A **MOTION** was made by Wysocki, seconded by Colantonio, to approved the minutes of the May 12, 2015 Committee meeting as submitted. In favor: Sartucci and Wysocki. **MOTION CARRIED UNANIMOUSLY.**
- V. UNFINISHED BUSINESS**
A. Advocacy Issues –
- Brown and Wysocki provided updates on end of state session legislation. Brown to provide further update to Board.
 - Several board members helpful in moving board and agency concerns along with state legislators
 - Many good bills not passed due to log-jam of legislation at end of session.
 - Series of food related and other environmental health bills passed – will eventually affect staff workload once implementation or regulations determined.

B. Board Development –

- FOIA presentation for Board postponed until fall. Brown to look at attorney from Shipman & Goodwin doing presentation that also includes confidentiality and privacy issues.
- Tom Hennick, Public Education Officer from the FOI Commission, recently presented an in-service to staff. Well received and good questions raised by staff.
- Board will be reminded to take advantage of online board training through TRAIN. Colantonio and Wysocki have each completed either the programs on QI or performance management. Found them very basic, but a good review. Brown using TRAIN for monitoring and documenting agency participation in online and related training programs.
- Agency ending the first year of its Workforce Development Plan. Brown to reconvene original planning committee of representatives from staff, Board and volunteers to review progress.

C. Update on Strategic Planning Process

- Strategic planning framework approved at May Board meeting.
- Brown to draft objectives with staff over summer months.

VI. NEW BUSINESS:

A. Healthy Menus concept and license fee reduction

- Brown reported on discussion with Hartford Health Care (HHC) representatives about concept of designating healthy menus in restaurants; HHC would provide nutritional expertise and work with CCHD and health departments on promoting healthy menus.
- Brown also reported on survey by CCM of health departments to determine if any use the incentive of reduced licensing fees to promote healthier menus.
- Each concept discussed – committee encouraged Brown to pursue with HHC and eventually bring proposal to Board. Suggested deferring on fee reduction for now – more information and some actual research needed.

B. Hartford Health Care CHNA

- Brown reported on work with HHC related to CHNA
- Presentation of findings from two sites – greater New Britain (THOCC) and Hartford Region (HH) planned for Weds., June 10, 2015 – in morning at EverSource in Berlin and in afternoon at the Lyceum in Hartford. Four board members and Brown attending morning session; Brown and Pat Checko attending afternoon session in Hartford. Members of ACHIEVE initiative invited to morning session.
- Provides an opportunity for partnership with hospitals under Hartford Health Care particularly as the institutions look at community benefit projects.

C. Review of Agency Public Hearing Policy

- Distributed to Board in last month's packet
- Raised at this time due to annual budget public hearing coming up

- Reviewed policy developed in 2009. Only change recommended at this time is to add reference to annual fee schedule being posted as part of annual budget hearing.
- Larger issue of community engagement discussed and need for various mechanisms for input – posting on website, public comment periods, hearings, etc.
- Need agency communication policy.
- Brown recommends use of public hearings for more formal issues – budget, ordinances, etc., and use of other mechanisms – postings and publicity with public comment period -- for feedback on strategic plan, community health assessment, etc.

MOTION by Sartucci, seconded by Wysocki, to recommend to Board addition of language on proposed agency fee schedule for upcoming fiscal year as part of annual budget hearing and later, Board vote. Already being done, but this formalizes in agency policy. **MOTION carried unanimously.**

VII. NEXT MEETING

General committee agreement to cancel July 14th meeting. Next meeting will be: Tuesday, August 10, 2015 at 6:30 PM in the second floor conference at the Rocky Hill Town Hall.

VIII. ADJOURNMENT

A **MOTION** was made by Colantonio seconded by Wysocki to adjourn.
MOTION CARRIED UNANIMOUSLY. Meeting adjourned at 7:55 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: **August 11, 2015**