



Central Office: 505 Silas Deane Highway, Wethersfield, CT 06109 Phone (860) 721-2822 Fax (860) 721-2823
Berlin: 240 Kensington Road, Berlin, CT 06037 Phone (860) 828-7017 Fax (860) 828-9248
Newington: 131 Cedar Street, Newington, CT 06111 Phone (860) 665-8586 Fax (860) 665-8533
Rocky Hill: 761 Old Main Street, Rocky Hill, CT 06067 Phone (860) 258-2770 Fax (860) 258-2767
www.ccthd.org

BOARD OF HEALTH GOVERNANCE COMMITTEE

August 11, 2015 Meeting Minutes

- I. CALL TO ORDER.** Judy Sartucci called the meeting to order at 6:15 PM in the second floor conference room of the Rocky Hill Town Hall, Rocky Hill, CT, at the request of Chairman Margaret Hanbury who was delayed.
Present: Margaret Hanbury, Chair (arrived at 6:55 PM), Charles Brown (Director of Health), Angela Colantonio, Judy Sartucci and Carolyn Wysocki.
Excused: no one.
Quorum present.
Notice posted: August 3, 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. **MOTION CARRIED UNANIMOUSLY.**
- V. UNFINISHED BUSINESS**
- A. Advocacy Issues
- Brown updated the Committee on the status of the Per Capita Funding for FY 2016. DPH clarified funding rates.
 - Pro Bono Services attorney will be looking at our advocacy activities and advising Board.
 - He and Sartucci would like to plan some “meet and greet” visits in the District this fall with legislators and include Board members from their respective house and senate districts.
- B. Board and Staff Development
- Brown reconvened a meeting of members of the Workforce Development Task Force in July
 - He will revise Workforce Development Plan and project out 3 years.
 - Board will have a session on confidentiality and FOIA issues at its September meeting

C. Update on Strategic Planning Process

- Brown met with staff on 7/17/15 to review the Board's strategic planning framework and to begin to draft objectives.
- Wysocki concerned that evidence-based practice be addressed in plan.
- Brown will have draft ready for Committee review at its September meeting.

D. Healthy Menus concept

- Brown updated the Committee on his recent meetings and conversations with Hartford Health Care.
- He would like to link CCHD's move toward posting restaurant ratings and link with healthy menus.
- Committee concern is that restaurant ratings are a priority for the agency and needs to be done; needs to be within the agency's new strategic plan for its first year.
- Brown may need to consider move in 2 phases starting with posting the restaurant ratings for licensed food service establishments in the District.

Hanbury arrived at 6:55 PM. Sartucci turned the meeting over to her at 7:00 PM.

Motion by Sartucci, seconded by Wysocki to add under "New Business," "c. 2015 NACCHO funding for accreditation readiness." **MOTION CARRIED UNANIMOUSLY.**

V. NEW BUSINESS:

A. Proposed Bylaws Change

- Hanbury introduced Sartucci's request for consideration of a bylaws change related to board meeting quorum and voting.
- Sartucci distributed draft language for discussion
- Bylaws were last revised in 2012.
- Change addresses situation where all positions from any one town are vacant and proposes deleting requirement that Board cannot meet to transact business until 60 days have passed.
- Nearly a dozen board actions cannot be taken by the Executive Committee and need a "supermajority" vote to pass.

A MOTION was made by Wysocki, seconded by Colantonio, to send the proposed bylaws change to the Board and recommend adoption. **MOTION CARRIED UNANIMOUSLY.**

Brown to contact Priya Morgenstern of Pro Bono Services to review and advise prior to Board review.

B. Proposed Agency Policy on Climate Change

- Wysocki distributed materials for Committee review on climate change and the positions recommended and taken by other organizations.
- She has advocated on this for a long time and raises in response to recent summer heat.
- Committee members concerned re: how to approach and the value of putting yet another policy on record.
- Sartucci suggested drafting a resolution for the Board as a response to the NACCHO policy on climate change and suggested action for local health around an Essential Public Health Services framework. Committee concurred.
- Sartucci and Wysocki to draft resolution for consideration at the Committee's September meeting.

C. NACCHO Funding for Accreditation Readiness

- Notice received today from NACCHO of a call for proposals from local health departments that would assist them in readying their agencies for public health accreditation.
- Fifth and final year of funding cycle. CCHD was funded in its third funding cycle and used the monies to develop and implement its workforce development plan.
- Brown proposes submitting a proposal to support the agency's performance management efforts.
- Committee concurred and provided suggestions.

VI. NEXT MEETING

Next meeting will be: Tuesday, September 8, 2015 at 6:00 PM in the second floor conference room of the Rocky Hill Town Hall.

VII. ADJOURNMENT

A MOTION was made by Wysocki seconded by Colantonio to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 7:52 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: September 8, 2015