



## **BOARD OF HEALTH**

### **HUMAN RESOURCES COMMITTEE**

#### **May 10, 2017 Meeting** **Minutes**

- I. CALL TO ORDER AND ATTENDANCE.** Chairman Marti Stiglich called the meeting to order at 3:01 PM in second floor conference room of the Rocky Hill Town Hall in Rocky Hill, CT.  
**Present:** Chairman Marti Stiglich, Charles Brown (Director of Health), Michele Sadlosky, and Judy Sartucci  
**Excused:** Ray Jarema **Quorum present.**  
**Notice posted:** May 3, 2017
- II. PUBLIC FORUM:** No one from the public was present.
- III. REVIEW AND REORDER AGENDA**  
**A MOTION** was made by Sartucci seconded by Sadlosky to adopt the meeting agenda as posted. **Motion carried unanimously.**
- IV. APPROVAL OF MINUTES**  
**A MOTION** was made by Sartucci, seconded by Sadlosky to approve the minutes of the February 8, 2017 Committee meeting with amended attendance to show Sadlosky in attendance. **Motion carried unanimously.**
- V. UNFINISHED BUSINESS**
- A. Workforce Development Plan Review**
- Brown presented updated plan to committee. Committee members provided feedback and commended staff on updated plan. **A MOTION** was made by Sartucci seconded by Sadlosky to accept the revised Workforce Development Plan. **Motion carried unanimously.**
- B. CCHD Student Placement Policy**
- Brown presented to the Committee a draft Student Placement policy. The committee provided the following feedback:
    - There will be an agreement with each school/program placing students at CCHD
    - There will be a letter of agreement with each student on what is expected and the outcome of each placement – both for the agency and the student; and
    - Each student also signs a confidentiality agreement.
  - Committee was asked to review the draft student placement policy for the agency and provide comments at the next HRC.
- VI. NEW BUSINESS**
- A MOTION** was made by Sartucci, seconded by Sadlosky, to go into executive session

## **HUMAN RESOURCES COMMITTEE**

**May 10, 2017 Meeting**

**Page 2**

pursuant to Conn. Gen. Stat. Sec. 1-200(6)(A) for discussion about AFSCME contract update with Board attorney at recent Board meeting. **MOTION CARRIED UNANIMOUSLY.**

In Executive Session at 3:25 PM: Sartucci, Stiglich, Sadlosky and Brown. Committee came out of executive session at 3:54 PM.

### **VII. NEXT MEETING**

1. Next Committee meeting will be on Wednesday, June 14, 2017 at 3:00 PM in the second-floor conference room of the Rocky Hill Town Hall. Committee members were asked to alert Brown if unable to attend so that he and Stiglich can assure a quorum for meeting or reschedule it.
2. Items for next agenda:
  - Policy – student placements at CCHD.

### **VIII. ADJOURNMENT**

**A MOTION** was made by Sadlosky, seconded by Sartucci, to adjourn.

**Motion carried unanimously.** Meeting adjourned at 3:55 PM.

Respectfully submitted,

Charles K. Brown Jr.  
Recorder pro tem

**REVIEWED AND APPROVED BY COMMITTEE: June 14, 2017**