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BOARD OF HEALTH

HUMAN RESOURCES COMMITTEE

June 14, 2017 Meeting **Minutes**

- I. CALL TO ORDER AND ATTENDANCE.** Chairman Marti Stiglich called the meeting to order at 3:08 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: June 8, 2017
- II. PUBLIC FORUM:** No one from the public was present.
- III. REVIEW AND REORDER AGENDA**
A MOTION was made by Sadlosky seconded by Brown to adopt the meeting agenda as posted. **Motion carried unanimously.**
- IV. APPROVAL OF MINUTES**
A MOTION was made by Sadlosky, seconded by Brown to approve the minutes of the May 10, 2017 Committee meeting as presented. **Motion carried unanimously.**
- V. UNFINISHED BUSINESS**
- A. CCHD Student Placement Policy**
- Brown presented to the Committee a draft Student Placement policy. The committee provided the following feedback:
 - Sadlosky suggested that all students need to sign a confidentiality statement regardless of their project due to the potential for sharing of sensitive information from the agency. The committee agreed.
 - Sartucci suggested that there was information that could be gleaned from the CT DPH DRAFT Student placement Policy that could be incorporated.
 - Committee was asked to review the draft student placement policy for the agency and provide comments at the next HRC.
- VI. NEW BUSINESS**
- A. Status of Agency Contractors**
- Sartucci suggested that we review the employment status of agency workers involved in grant activities like the Putting on Airs program. The committee agreed and Brown will present at the next meeting.

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VII. NEXT MEETING

1. Next Committee meeting will be on Wednesday, August 9, 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.
 - PHAB Standard review

VIII. ADJOURNMENT

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

Motion carried unanimously. Meeting adjourned at 3:25 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: September 13, 2017