



## **BOARD OF HEALTH**

### **PERFORMANCE EVALUATION COMMITTEE**

**March 30, 2015 Meeting**

#### **Minutes**

- I. CALL TO ORDER AND ATTENDANCE.** Judith Sartucci, Committee Chairman, called the meeting to order at 6:00 PM in the Community Room of the Lucy Robbins Wells Library in Newington, CT.
- Present:** Judith Sartucci, Margaret Hanbury, Kristine Nasinnyk and Marti Stiglich  
**Excused:** no one **Quorum present.**  
**Guest:** Charles Brown, Director of Health (invited to join the meeting at 6:09 PM)  
**Notice posted:** March 27, 2015

Sartucci thanked Hanbury for filling in as Chairman at the last Committee meeting on Nov. 14, 2014.

- II. PUBLIC FORUM:** No one from the public was present.
- III. REVIEW AND REORDER AGENDA**  
**A MOTION** was made by Hanbury seconded by Stiglich to adopt the agenda as posted. **MOTION CARRIED UNANIMOUSLY.**
- IV. APPROVAL OF MINUTES**  
**A MOTION** was made by Nasinnyk, seconded by Hanbury to approve the record of votes and the minutes of the November 14, 2014 Committee meeting as amended. In favor: Hanbury, Nasinnyk and Stiglich. Opposed: no one. Abstention: Sartucci.  
**MOTION CARRIED.**
- V. EXECUTIVE SESSION**  
Charles Brown waived his right to an open meeting under Conn. Gen. Stat. Sec. 1-200(6)(A).

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**A MOTION** was made by Hanbury, seconded by Nasinnyk, to go into executive session pursuant to Conn. Gen. Stat. Sec. 1-200(6)(A) for the purpose of a discussion of the six-month performance evaluation of the director of health and to invite Charles Brown into the session. **MOTION CARRIED UNANIMOUSLY.**

In Executive Session at 6:09 PM: Sartucci, Hanbury, Nasinnyk, Stiglich and Brown.  
Out of Executive Session at 7:00 PM.

**VI. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION AND NEXT STEPS**

Committee determined that Brown had satisfactorily completed his six-month working test period as the new Director of Health. **MOTION** by Hanbury, seconded by Nasinnyk to move the Committee's assessment and recommendation forward to the Board for approval. **MOTION CARRIED UNANIMOUSLY**

**VII. NEXT MEETING**

September, 2015 for the Director's 12-month evaluation – details TBA.

**VIII. ADJOURNMENT**

**A MOTION** was made by Stiglich, seconded by Nasinnyk to adjourn.  
**MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 7:06 PM.

Respectfully submitted,

Judith A. Sartucci  
Recorder pro tem

**REVIEWED AND APPROVED BY THE COMMITTEE: September 16, 2015**