



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

PERFORMANCE EVALUATION COMMITTEE

April 23, 2018 Special Meeting Minutes

- I. CALL TO ORDER AND ATTENDANCE.** Judith Sartucci, Committee Chairman, called the meeting to order at 1:13 PM in the second-floor conference room of the Rocky Hill Town Hall.
Present: Judith Sartucci, Patricia Checko, and Carolyn Wysocki (via conference call).
Excused: Marti Stiglich **Quorum present.**
Notice posted: April 20, 2018
Guest: Charles Brown
- II. PUBLIC FORUM:** No one from the public was present.
- III. APPROVAL OF MINUTES**
A MOTION was made by Wysocki seconded by Checko to approve the minutes of the April 13, 2018 Committee meeting as posted. **MOTION CARRIED UNANIMOUSLY.**
- IV. EXECUTIVE SESSION**
A MOTION was made by Checko, seconded by Wysocki, to go into executive session pursuant to Conn. Gen. Stat. Sec. 1-200(6)(A) to complete a mid-year performance evaluation of the director of health and to invite Charles Brown to join the session. **MOTION CARRIED UNANIMOUSLY.**
In Executive Session at 1:20 PM: Sartucci, Brown, Checko, and Wysocki.
Committee came out of executive session at 2:47 PM.
Motion by Checko seconded by Wysocki to move forward a brief summary of progress to the Board for April 26, 2018 Board meeting. Sartucci will circulate draft to Committee and to Brown for comment before presenting to Board.
- V. NEXT MEETING – TBD.** Will plan a session in late summer for Brown's annual performance evaluation.
- VI. ADJOURNMENT**
A MOTION was made by Wysocki seconded by Checko to adjourn.
MOTION CARRIED UNANIMOUSLY. Meeting adjourned at 2:43 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY THE COMMITTEE: August 28, 2018