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BOARD OF HEALTH

PERFORMANCE EVALUATION COMMITTEE

August 3, 2016 Special Meeting **Minutes**

- I. CALL TO ORDER AND ATTENDANCE.** Judith Sartucci, Committee Chairman, called the meeting to order at 2:10 PM in the second floor conference room of the Rocky Hill Town Hall.
Present: Judith Sartucci, Patricia Checko and Marti Stiglich
Excused: no one **Quorum present.**
Guest: Carolyn Wysocki
Notice posted: July 29, 2016
Carolyn Wysocki was invited to sit in on the meeting as the new chairman of the Governance Committee replacing Margaret Hanbury.
- II. PUBLIC FORUM:** No one from the public was present.
- III. APPROVAL OF MINUTES**
A MOTION was made by Checko, seconded by Stiglich to approve the minutes of the November 2, 2015 Committee meeting as presented. **MOTION CARRIED UNANIMOUSLY.**
- IV. EXECUTIVE SESSION**
A MOTION was made by Checko, seconded by Stiglich, to go into executive session pursuant to Conn. Gen. Stat. Sec. 1-200(6)(A) for the purpose of discussion of the annual performance evaluation of the director of health and to invite Wysocki into the session. **MOTION CARRIED UNANIMOUSLY.**
- In Executive Session at 2:15 PM: Sartucci, Checko, Stiglich and Wysocki.
Checko left session and meeting at 3:38 PM.
Committee came out of executive session at 4:20 PM.
- V. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION AND NEXT STEPS.**
No action taken. Will plan a second meeting later in August with Charles Brown to discuss his annual performance evaluation.
- VI. NEXT MEETING** – tentatively set for Thursday, August 23, 2016 at 2 PM. Location TBD.
- VII. ADJOURNMENT**
A MOTION was made by Stiglich, seconded by Wysocki to adjourn.
MOTION CARRIED UNANIMOUSLY. Meeting adjourned at 4:30 PM.

Respectfully submitted,

Judith A. Sartucci
Recorder pro tem

REVIEWED AND APPROVED BY THE COMMITTEE: August 25, 2016