



**BOARD OF HEALTH**  
**PERFORMANCE EVALUATION COMMITTEE**

**September 21, 2016 Special Meeting**

**Minutes**

- I. CALL TO ORDER AND ATTENDANCE.** Judith Sartucci, Committee Chairman, called the meeting to order at 1:11 PM in the second-floor conference room of the Rocky Hill Town Hall, Rocky Hill, CT.  
**Present:** Judith Sartucci, Patricia Checko, and Carolyn Wysocki  
**Excused:** Marti Stiglich **Quorum present.**  
**Staff:** Charles Brown  
**Notice posted:** September 19, 2016
- II. PUBLIC FORUM:** No one from the public was present.
- III. APPROVAL OF MINUTES**  
**A MOTION** was made by Checko, seconded by Wysocki to approve the minutes of the August 25, 2016 Special Committee meeting as presented. **MOTION CARRIED UNANIMOUSLY.**
- IV. EXECUTIVE SESSION**  
**A MOTION** was made by Wysocki, seconded by Checko, to go into executive session pursuant to Conn. Gen. Stat. Sec. 1-200(6)(A) for the purpose of discussion of the 2016-2016-2017 performance criteria for the director of health and to invite Charles Brown into session. **MOTION CARRIED UNANIMOUSLY.**  
In Executive Session at 1:13 PM: Sartucci, Checko, Wysocki and Brown.  
Brown waived his right under Conn. Gen. Stat. Sec. 1-200(6)(A) to an open session.  
Committee came out of executive session at 2:50 PM.
- V. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION AND NEXT STEPS.**  
Motion by Checko seconded by Wysocki to move forward recommendations on compensation to the Director of Health and recommended 2016-2017 performance criteria to the Board for discussion and approval at its October 15, 2016 Board meeting. Sartucci will circulate draft to Committee and to Brown for comment before sending to Board.
- VI. NEXT MEETING – TBD.** Will plan a session in late summer, 2017 for Brown's annual performance evaluation.
- VII. ADJOURNMENT. A MOTION** was made by Wysocki seconded by Checko to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 2:55 PM.

Respectfully submitted,

Judith A. Sartucci  
Recorder pro tem

**REVIEWED AND APPROVED BY THE COMMITTEE: 08-17-17**