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APPROVED
8/27/14

CENTRAL CONNECTICUT HEALTH DISTRICT

Website Committee Meeting

July 18, 2014

1:00 P.M.

Wethersfield Public Library, Shinn Board Room
515 Silas Deane Hwy., Wethersfield, CT

A. CALL TO ORDER AND ATTENDANCE

Meeting called to order at 1:10 PM Attending: Nancy Brault, Pat Checko, Judy Sartucci, and Carolyn Wysocki (1:20 PM), Tom Hemphill

Excused: Shawn Fongemie

B. PUBLIC FORUM - none

C. REVIEW AND REORDER AGENDA – no action

D. REVIEW AND APPROVAL OF MINUTES AND RECORD OF VOTES of June 13, 2014.

A MOTION was made by Checko, seconded by Sartucci to accept the minutes and record of votes of June 13, 2014 as presented. Approved: Sartucci, Checko, and Wysocki. Abstained: Hemphill. MOTION CARRIED.

E. UNFINISHED BUSINESS

1. Web site development - Members reviewed the new web site, “test site” and provided comments and information regarding the following items:

Sartucci agreed that the “About Us” section on the old web page can be moved over to the new site and addressed or rewritten at a later date.

All members agreed that they wanted the animation on the home page removed. They would rather have the photos fade in and out. In addition, the text should not flip around or be animated.

According to Checko, the ACHIEVE materials will be produced shortly and forwarded CCHD for inclusion in the new web site.

Members practiced with the web links and noted that the link is incorrect on the "learn more" box under ACHIEVE.

The members felt that greater contrast was needed on the primary navigation list. The text is small and hard to read.

Sartucci and Wysocki discussed and questioned what is needed in the News flash area? Should the notice be a fixed text, scrolling, or a link to a location? Hemphill suggested that the text should be fixed like Wethersfield's web site, news flash area. It should be used to provide emergency information, as a short important message only.

Hemple also noted that when you click on Healthy Homes, the tab should take you to a page list that includes options. He noted that the user should be able to use the tab or choose from the list. One problem that can occur is when the tab list drops below the page, the user cannot select a tab option.

Members requested that the "Calendar" be changed to all events. The current format is confusing.

Members discussed options for how many events should be noted at once under UPCOMING EVENTS. They agreed that more discussion was needed with the consultant regarding News Rooms, CCHD News Room and Public Health News.

2. Next Steps - Brault agreed to contact the consultant and to provide feedback from the group.

F. NEXT MEETING DATE - Brault agreed to notify members via Doodle and schedule next meeting in August.

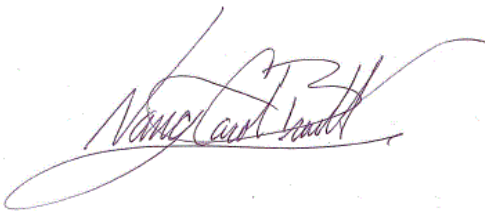
G. ADJOURNMENT

A MOTION was made by Sartucci, seconded by Hemphill to adjourn. MOTION CARRIED UNANIMOUSLY.

LINK TO MINUTES (will be attached if available)

Meeting adjourned at 2:48 PM

Respectfully submitted,



Nancy Carol Brault, Interim Director of Health