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**CENTRAL CONNECTICUT HEALTH DISTRICT  
GOVERNANCE COMMITTEE MEETING  
ROCKY HILL TOWN HALL  
January 11, 2011**

**Working Notes (approved)**

**I. Call to order and attendance**

Meeting called to order at 5:42 p.m. Attending: Judy Sartucci (Chair), Art Yoaps, Carolyn Wysocki and Paul Hutcheon. Quorum.

Excused: Kevin Borrup

**II. Review and Reorder agenda.**

Add Board Development Manual and NALBOH Board Survey under New Business.

**A MOTION was made by Carolyn Wysocki to approve the re-order of the agenda. Second by Art Yoaps. MOTION CARRIED unanimously.**

**III. Approval of Minutes and Working Notes (December 7, 2010)**

**A MOTION was made by Art Yoaps to approve the minutes and working notes of December 7, 2010. Seconded by Carolyn Wysocki. MOTION CARRIED unanimously.**

**IV. New Business**

**a. Advocacy role for Board**

The Committee reviewed a handout from Carolyn regarding an Advocacy Policy. Members will review the handout and provide Carolyn with comments.

**b. Board Development Manual**

Carolyn requested that the Committee review the Table of Contents for each manual. The Director will e-mail copies to members.

**c. NALBOH Board Survey**

Kevin has received the link to the survey. Committee members to review and provide any comment.

**V. Old Business**

**a. Accreditation Process- update on results of self assessment tool**

Part A has been completed. Under Part B, Domains 1, 2 and 8 are completed. Copies were provided to the Committee. The Committee will review the handouts for Domains 2 and 8.

**b. Strategic planning process—goals and objectives**

The Committee reviewed handouts on Goals 4 and 5. Suggested strategies for Goal 5 were reviewed.

The Committee reviewed staff ideas for objectives under Goals 1, 2 and 3. These ideas need to be prioritized, then resources identified, and strategies/action steps and time frames added. Committee members will review and provide comment to the Director.

**c. Board Development session on legal responsibilities—speaker and date**

No discussion.

**VI. Other Business**

None.

**VII. Next Meeting Date**

The next meeting date will either be January 31, February 1 or February 3, 2011 at 5:30 PM.

**A MOTION was made by Carolyn Wysocki to adjourn. Seconded by Art Yoaps. MOTION CARRIED UNANIMOUSLY.**

The meeting was adjourned at 7:50 PM.

Respectfully submitted,  
Paul Hutcheon, M.P.H., R.S. Director of Health