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**CENTRAL CONNECTICUT HEALTH DISTRICT  
HUMAN RESOURCES COMMITTEE MEETING  
Wethersfield Community Center, Room S-2**

March 15, 2011

**Working Notes (approved)**

**I. Call to order and attendance**

Meeting called to order at 5:14 p.m. Attending: Ray Jarema (Chair), Dianne Doot, Judy Sartucci, and Paul Hutcheon. Quorum.

Excused: Kevin Borrup

**II. Public Forum**

None present.

**III. Review and Reorder agenda.**

No action taken.

**IV. Approval of Minutes and Working Notes for January 5, 2011.**

**A MOTION was made by Judy Sartucci and seconded by Dianne Doot to approve the minutes and working notes of the January 5, 2011 meeting. Motion carried unanimously.**

**V. Filling Health Educator position**

The Committee considered the pros and cons associated with promoting an intern into the Health Educator position. The Committee agreed by consensus to recommend to the Board that the Director of Health be authorized to pay an hourly wage for the current student intern and to authorize the Director of Health to promote the intern into the Health Educator position upon graduation.

**VI. Setting priorities for future Committee actions**

The Committee discussed several priorities:

1. Performance appraisal of Director of Health
2. Acting Director of Health policy - Kevin to prepare
3. Accreditation issues
4. Strategic planning – Judy Sartucci provided a handout.

**VII. Other Business – No action.**

**VIII. Next Meeting Date** – To consider April 26, 2011.

Meeting adjourned at 6:15 p.m.

Respectfully submitted,

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