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

Working Notes (approved)

I. Call to order and attendance

Meeting called to order at 5:25 p.m. Attending: Judy Sartucci (Chair), Carolyn Wysocki, Art Yoaps, and Paul Hutcheon.
Excused: Kevin Borrup
Quorum.

II. Review and Reorder agenda.

No action taken.

III. Approval of Minutes and Working Notes (February 28, 2011)

A MOTION was made by Art Yoaps, seconded by Carolyn Wysocki to approve the minutes and working notes of February 28, 2011 as amended. MOTION CARRIED unanimously.

IV. Old Business

a. Accreditation process

The PHAB self-assessment has been completed. Paul plans to meet with two other Directors to begin discussion of applying for accreditation and sharing materials. Paul will continue to review and research the PHAB accreditation process.

b. Strategic planning process

The Committee discussed status. The Committee agreed to present the objectives prepared for each goal to the Board. The Committee agreed to re-word Goal V to say, "Strengthen the agency's infrastructure". Judy to prepare the re-worded objective for Goal V. Judy agreed to re-write the objectives for Goal IV. Paul agreed to prepare a summary of the status on meeting the recommendations/requirements of the PHAB self-assessment.

c. Board development sessions

Attorney Bradley will attend the May Board meeting. An Environmental Health overview will be presented at the April Board Meeting. An overview on Emergency Preparedness will be considered for the June Board Meeting.

d. Board manual

A MOTION was made by Carolyn Wysocki, seconded by Art Yoaps, to recommend to the Board adoption of the new table of contents for the Board manual as amended at the meeting. MOTION CARRIED unanimously.

Revised version to be provided.

e. Board advocacy policy

Committee reviewed a handout dated March 7, 2011 on “Policy on Board Advocacy”.

A MOTION was made by Art Yoaps, seconded by Carolyn Wysocki, to recommend to the Board adoption of the “Policy on Board Advocacy” as amended at the meeting. MOTION CARRIED unanimously.

Judy to prepare the revised policy.

f. Board policy on waving fees for certain organizations

Committee discussed handout from Judy. The Committee agreed additional revisions needed.

V. New Business

No action taken.

VI. Next Meeting Date

No action taken.

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

The meeting was adjourned at 7:22 PM.

Respectfully submitted,

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