



Central Office: 505 Silas Deane Highway, Wethersfield, CT 06109 Phone (860) 721-2822 Fax (860) 721-2823
Berlin: 240 Kensington Road, Berlin, CT 06037 Phone (860) 828-7017 Fax (860) 828-9248
Newington: 131 Cedar Street, Newington, CT 06111 Phone (860) 665-8586 Fax (860) 665-8533
Rocky Hill: 761 Old Main Street, Rocky Hill, CT 06067 Phone (860) 258-2770 Fax (860) 258-2767

www.ccthd.org

**CENTRAL CONNECTICUT HEALTH DISTRICT
GOVERNANCE COMMITTEE MEETING
ROCKY HILL TOWN HALL
May 9, 2011**

Working Notes (approved)

I. Call to order and attendance

Meeting called to order at 5:12 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 (April 11, 2011)

A MOTION was made by Carolyn, seconded by Art to approve the minutes and working notes of April 11, 2011. MOTION CARRIED unanimously.

IV. Old Business

a. Accreditation process

Judy noted upcoming quality improvement webinars (handout provided). Paul provided a handout of the Strategic Plan for the Naugatuck Valley Health District. Committee agreed to continue work on the PHAB self-assessment summary report prepared by Paul.

b. Strategic planning process

No action taken.

c. Board development sessions

Judy will e mail Paul the handout she presented with questions to be forwarded to Attorney Bradley.

d. Board manual

Judy will email the new Board manual Table of Contents to be included in the May 19th Board meeting packet.

e. Board advocacy policy

Previously sent to the Board for consideration.

f. Board policy on waiving fees for certain organizations

Judy agreed to prepare a few questions for the auditor regarding charging tax for goods sold (helmets, radon kits) and which 501(c) organizations should be exempted. Paul agreed to prepare a memo on who is currently NOT charged (i.e. exempt) and the dollar value.

V. Other Business

No action taken.

VI. Next Meeting Date

To be determined.

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

The meeting was adjourned at 7:05 PM.

Respectfully submitted,

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