



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

(approved minutes)

CENTRAL CONNECTICUT HEALTH DISTRICT

GOVERNANCE COMMITTEE MEETING

BERLIN COMMUNITY CENTER, ROOM 5

May 28, 2008

I. CALL TO ORDER AND ATTENDANCE

Meeting called to order at 7:15 p.m. Attending: Andrea Urciuoli (Chair), Nancy Klatt, Judith Sartucci, Carolyn Wysocki, Patricia Checko and Paul Hutcheon.

II. APPROVAL OF MINUTES (May 1, 2008)

A MOTION was made by Patricia Checko to approve the minutes of May 1, 2008 as presented. Seconded by Nancy Klatt. All were in favor, MOTION CARRIED UNANIMOUSLY.

III. GOVERNANCE- BOARD MEETINGS

The Board discussed the following issues:

- Attendance at Board Meetings and calling if unable to attend meetings
 - Cheryl to call Board Members who have not responded by the day of the meeting.
- Improving efficiency at meetings by keeping the meeting moving along
- Preparation of brief reports by Committee Chairs for presentation at Board Meetings
- Identification of action items on Board Meeting agendas and items for report only

IV. DRAFT POLICY - CLIMATE CHANGE

A draft resolution was presented to the Committee by Carolyn Wysocki. The Committee agreed to review a more generic policy statement at a future meeting. Carolyn will send reference to recent legislative action regarding climate change.

V. DRAFT POLICY – PUBLIC HEARINGS

This issue will be discussed further by the Committee. A copy of a sample script for public hearings was distributed by Judy along with a sample script for the budget hearing.

VI. REVISED POLICY – CONFLICT OF INTEREST

A 2-page sample conflict of interest policy was distributed by Nancy. A sample duality of interest policy was

distributed by Judy. Judy recommended reviewing these handouts and the Committee agreed to discuss them at a later date.

VII. AGENDA FOR GOVERNANCE COMMITTEE FOR THIS NEXT YEAR

This item was tabled.

VIII. OTHER BUSINESS

None.

IX. NEXT MEETING DATE

The next meeting is scheduled for August 13, 2008 at 7:00 p.m. in Berlin.

A MOTION was made by Patricia Checko to adjourn. Seconded by Nancy Klatt. All were in favor, MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 8:37 p.m.

Respectfully submitted,

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