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**CENTRAL CONNECTICUT HEALTH DISTRICT
GOVERNANCE COMMITTEE MEETING
Rocky Hill Town Hall, 2nd Floor Conference Room
Monday, August 15, 2011**

Working Notes (approved)

I. Call to order and attendance

Meeting called to order at 5:20 p.m. Attending: Judy Sartucci (Chair), Carolyn Wysocki, Art Yoaps, and Paul Hutcheon.

Excused: Kevin Borrup

II. Review and Reorder agenda.

A MOTION was made by Carolyn, seconded by Art to add as an agenda item under Other Business – “National Public Health Performance Standards Field Test”.

MOTION CARRIED unanimously.

III. Approval of Minutes and Working Notes (June 13, 2011)

A MOTION was made by Carolyn, seconded by Art to approve the minutes and working notes of June 13, 2011 as amended. MOTION CARRIED unanimously

IV. Old Business

a. Accreditation process – PHAB update

Final standards and measures are now available from PHAB. PHAB set to launch program 09/14/2011. A new schedule of fees is available. Former parts A & B are now new domains #11 and #12. Online technical assistance is available from PHAB. This Committee plans to present an overview and discuss accreditation at the October 2011 Board meeting.

b. Strategic planning – next steps

The Director provided an overview of staff goals and their relationship with the Strategic Plan. The Committee requested future grant applications note connection with strategic plan. The Committee requested that Judy Torpey’s 8/18/2011 presentation reference proposed activities and relationship to Strategic Plan goals. Committee also requested a memo from the director outlining what areas need to be addressed this year and his plans with staff.

c. Board Advocacy Policy draft – review and revise

A MOTION was made by Carolyn, seconded by Art to recommend to the Board approval of the draft Advocacy Policy as presented (with minor grammatical corrections). MOTION CARRIED unanimously.

Sample of stationery provided for use when Board distributes testimonies, letters, etc.

d. Board policy on waiving fees for certain organizations draft

Committee reviewed memo regarding itinerant vendor fees for veterans. Further work on the policy postponed until the next meeting.

e. Board Development Sessions – update

August - Judy Torpey: Emergency Preparedness
September - Chris Monroe: Health Insurance
October - Accreditation overview
November - To be determined.

V. Other Business

a. National Public Health Performance Standards Program (NPHPSP)

Carolyn presented a handout on field testing the re-engineered NPHPSP for Boards of Health (governance). The Committee was in agreement to recommend our participation to the Board, but had concerns about the short turnaround time and time commitment by the Board.

A MOTION was made by Art, seconded by Carolyn to recommend to the Board participation in the NPHPSP field testing of the re-engineered governance performance standards. MOTION CARRIED unanimously.

VI. Next Meeting Date

Committee to consider September 19, 2011 and other dates in September.

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

The meeting was adjourned at 7:15 PM.

Respectfully submitted,

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