



(Approved minutes)

**BOARD OF HEALTH
GOVERNANCE COMMITTEE
MEETING OF AUGUST 28, 2008
BERLIN COMMUNITY CENTER – ROOM 5**

Minutes

I. CALL TO ORDER AND ATTENDANCE

Chairman Andrea Urciuoli called the Thursday, August 28, 2008 meeting of the Central Connecticut Health District Governance Committee to order at 7:14 p.m. in Room 5 of the Berlin Community Center, Berlin, Connecticut.

Present: Andrea Urciuoli, Chairperson
Judith Sartucci
Carolyn Wysocki
Patricia Checko
Paul Hutcheon, M.P.H., R.S. Director of Health

Excused: Nancy Klatt

II. APPROVAL OF MINUTES (August 13, 2008)

A MOTION was made by Patricia Checko to accept the minutes of August 13, 2008. Seconded by Judy Sartucci. 3 were in favor (Checko, Urciuoli, Sartucci), 1 abstained (Wysocki), MOTION CARRIED.

III. DRAFT POLICY – Fragrance Free Meetings

The Governance Committee reviewed the draft proposed policy. Carolyn distributed a handout “Fragrances – the Health Risks”. The Committee discussed the pros and cons of the proposal.

A MOTION was made by Judy Sartucci that the CCHD should adopt a fragrance-free policy. Seconded by Pat Checko. 2 were in favor (Wysocki, Sartucci) 2 opposed (Checko, Urciuoli), MOTION FAILED.

The Committee agreed to continue to provide a notice of fragrance-free meetings for Board and Committee meetings.

IV. DRAFT POLICY – Public Hearings

Judy distributed a handout entitled “CCHD Policy and Procedures for Public Hearings.” The Committee reviewed and discussed the handout and the pros and cons of holding public hearings as part of or just prior to Board meetings. The Committee also discussed the need for a policy and due process (enforcement). Pat and Judy agreed to work to further refine the policy.

V. REVISED POLICY – Conflict of Interest

This item was tabled.

VI. REVISED POLICY – Non-discrimination

The Committee requested that a copy of the policy letter Page T-1 be sent to the Board.

VII. CLIMATE CHANGE RESOLUTION

The Committee reviewed the proposed resolution prepared by Carolyn dated August 28, 2008. Judy noted that the Connecticut DEP has considerable information on their website (www.ctclimatechange.com). Pat mentioned the relationship to emergency preparedness. Paul suggested a presentation on the CCHD emergency operation plan at a Board meeting or a presentation by a representative from CREPC. No action was taken regarding the proposed resolution.

VIII. AGENDA FOR GOVERNANCE COMMITTEE FOR THIS NEXT YEAR

Since the Committee did not get to two very important items on this agenda – strategic planning and the overall agenda for the Committee for the next year – Pat Checko recommended, and the Committee concurred, that the next meeting would be devoted to just these two agenda items.

IX. OTHER BUSINESS

Strategic Planning – no discussion.

X. NEXT MEETING DATE(S)

The next meeting is scheduled for September 25, 2008 at 7 PM. Location to be determined.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

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