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**CENTRAL CONNECTICUT HEALTH DISTRICT
GOVERNANCE COMMITTEE MEETING
ROCKY HILL COMMUNITY CENTER
September 9, 2010**

Working Notes (Approved)

I. Call to order and attendance

Meeting called to order at 5:10 p.m. Attending: Judy Sartucci (Chair), Nancy Klatt, Kevin Borrup and Paul Hutcheon. Carolyn Wysocki arrived at 5:51 p.m.

Excused: None.

II. Review and Reorder agenda.

No action taken.

Paul will check the tape from the August 19th Board meeting to see if the values were approved as part of the motion made by Carolyn.

III. Approval of Minutes and Working Notes (July 27 2010)

A MOTION was made by Nancy Klatt to approve the minutes and working notes of July 27, 2010. Seconded by Kevin Borrup. MOTION CARRIED UNANIMOUSLY.

IV. Old Business

a. Accreditation Process (continued)

The Committee reviewed a handout from Judy regarding PHAB Self-Assessment, Part A. Judy reviewed the documents required and determined what the District may already have. Paul agreed to check on a confidentiality policy, Quality Improvement Plan, Community Health Improvement Plan and the other documentation needed.

Paul will check with Hilary regarding use of the NACCHO MAPP process.

b. Strategic Planning Process (continued)

Judy provided 2 handouts - CCHD Strategic Plan 07/10 and a draft goal example – “Improve the quality of services provided”.

Nancy suggested keeping goals III & IV from the prior year’s Strategic Plan with reworking of the objectives.

By consensus the Committee agreed to look at using the three goals, #3 & #4 from the prior Strategic Plan and a new goal – “Improve the Quality of Services Provided”.

V. Next steps

Judy requested Committee members submit objectives for the three goals selected within the next couple of weeks.

VI. Next Meeting Date

The next meeting dates are October 7th and November 4th.

A MOTION to adjourn was made by Nancy Klatt, seconded by Kevin Borrup at 6:20 p.m. MOTION CARRIED UNANIMOUSLY.

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