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**CENTRAL CONNECTICUT HEALTH DISTRICT
HUMAN RESOURCES COMMITTEE
Rocky Hill Town Hall – Second Floor Conference Room**

November 30, 2011 – 5:00 p.m.

Working Notes (unapproved)

I. Call to order and attendance

Meeting called to order at 5:09 p.m. Attending: Ray Jarema (Chair), Dianne Doot, Judy Sartucci, and Paul Hutcheon.

Excused: Nancy Bafundo

Quorum

II. Public Forum

None present.

III. Review and Reorder Agenda.

A MOTION was made by Dianne, seconded by Judy to add committee agenda issues for the year under ‘IV. Other Business’. Motion carried unanimously.

IV. Approval of Minutes and Working Notes for September 28, 2011.

A MOTION was made by Judy and seconded by Dianne to approve the minutes and working notes of the September 28, 2011 meeting as presented. Motion carried unanimously.

V. Executive Session to discuss a personnel issue

A MOTION was made by Judy, seconded by Dianne to go into executive session at 5:12 p.m. to discuss a personnel issue. Motion carried unanimously.

Executive session ended 5:40 p.m.

By consensus, the Committee agreed to provide the Board with a response relative to the comments submitted by a Board member. By consensus, committee agreed to a mid-year review for the Director of Health. Committee agreed to continue with having the Committee coordinate the annual Director of Health performance review.

VI. Other Business – Committee Agenda – Accreditation/Strategic Plan

Committee reviewed handout from Judy regarding strategies/activities for the committee to consider as agenda items for the coming year.

Committee requested an updated letter from Dr. Monticello as medical advisor.

Committee requested a legal opinion as to the need for a letter of agreement for programs such as foot care, prescription drug counseling, and blood glucose testing.

IX. Next Meeting Date

December 13, 2011 joint meeting with Finance Committee.

Meeting adjourned at 6:20 p.m.

Respectfully submitted,

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