



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

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CENTRAL CONNECTICUT HEALTH DISTRICT

GOVERNANCE COMMITTEE MEETING

Rocky Hill Town Hall, Second Floor Conference Room

Monday, December 5, 2011

Working Notes (Approved)

I. Call to order and attendance

Meeting called to order at 5:02 p.m. Attending: Art Yoaps (Chair), Carolyn Wysocki, Enzo Pistritto, Judy Sartucci (5:08p.m.) and Paul Hutcheon.

Excused: None.

Quorum.

II. Review and Reorder agenda.

No action taken.

III. Approval of Minutes and Working Notes (September 26, 2011)

A MOTION was made by Carolyn, seconded by Enzo to approve the minutes and working notes of September 26, 2011. 2 yes (Art & Carolyn) 1 abstain (Enzo). MOTION CARRIED.

IV. Old Business

a. Accreditation process – update on grant application and next steps

Paul advised committee that District did not receive NACCHO grant.

b. NPHPS pilot- Carolyn reported on workshop. Report for Board to follow on how we scored.

Judy arrives 5:08 p.m.

c. Strategic Planning – committee reviewed SMART goals from four staff members and discussed the need to revise the strategic plan quarterly report.

Committee requested strategic plan quarterly report be emailed to the committee along with staff SMART goals. Committee noted that under Goal IV, Objectives 2 and 3 that the ACHIEVE work should be inserted. Committee discussed the balanced score card approach. Enzo agreed to do some research.

d. Board Policy on waiving fees for certain organizations - Director of Health agreed to survey LHD's for their policy on charging fees to not-for-profit entities.

V. New Business

- a. Committee agenda for upcoming year** – Committee reviewed handout from Judy on suggested agenda items for next year.

A MOTION was made by Carolyn, seconded by Enzo that the Committee pursues the suggested 6 Governance Committee agenda items as presented. MOTION CARRIED unanimously.

- b. By laws amendment – Board and financial adjustments due to population changes.**

Committee discussed recent vote by the Board to make adjustments at the start of the next fiscal year. Committee agreed to postpone proposing a by-laws change relative to the population changes until after the budget is adopted. Committee also noted mission statement needs to be changed based upon the new strategic plan. Committee noted the need for an indemnification clause in the by-laws and possibly other changes based upon board input. Committee agreed to request board input on ideas for changes to the by-laws at the December meeting. Committee suggested a “thank you” lunch for the staff.

VI. Next Meeting Date

To be held at 5:30 p.m. on January 23, 2011 at Rocky Hill Community Center, if available.

A MOTION was made by Carolyn seconded by Enzo to adjourn. MOTION CARRIED unanimously.

The meeting was adjourned at 7:15 PM.

Respectfully submitted,

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