



BOARD OF HEALTH HUMAN RESOURCES COMMITTEE

January 12, 2022 Meeting

MINUTES

A. CALL TO ORDER AND ATTENDANCE

Chairman Marti Stiglich called the meeting to order at 3:04 PM in the offices of CCHD in Rocky Hill, CT and via conference call.

Present: Marti Stiglich(call-in), Patricia Checko (call-in), Judy Sartucci (call-in), Ray Jarema(call-in), Roy Zartarian(call-in) and Jeri Nagel (call-in) and Charles Brown

Excused: Quorum present.

Date meeting notice posted: January 11, 2022

Staff: none

B. PUBLIC FORUM – no one from the public was present or on zoom.

C. ADOPTION OF AGENDA

MOTION was made by Sartucci, seconded by Jarema to accept the agenda. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

MOTION was made by Jarema, seconded by Zartarian to approve the minutes of December 8, 2021 Committee meeting. **Motion carried.**

E. UNFINISHED BUSINESS

1. Hiring Update

- Brown reported that recruitment and advertising for Public Health Nurse and Epidemiologist positions had begun. No applicants at this time.
- Sartucci suggested a General Mailing to Volunteer Nurses, contacting CT Nurses Association and the Massachusetts and NY Nurses Association

2. Discussion of Salary Ranges

Committee members wanted to get more information regarding municipal agencies and requested Brown to investigate. Brown reported that he had consulted with Shipman and Goodwin regarding salary ranges for certain positions in the agency and sent to Finance Committee for further review

F. NEW BUSINESS-

1. 2022 Meeting Dates

- **A Motion** was raised by Checko, seconded by Sartucci to approve meeting dates for 2022. **Motion Carried**

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G. NEXT MEETING

1. The Human Resources Committee will meet on Wednesday, February 9, 2022 at 3:00 PM in the CCHD offices in Rocky Hill and via teleconference.
2. Future Topics for Agenda
 - a. Volunteer and staff immunization
 - b. Volunteer policy and procedures

H. ADJOURNMENT

MOTION was made by Zartarian, seconded by Nagel to adjourn. **Motion carried unanimously.** The meeting adjourned at 3:25 PM.

Respectfully submitted,

Charles K. Brown Jr.

Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: May 11, 2022