

BOARD OF HEALTH GOVERNANCE COMMITTEE

January 13, 2020

Meeting Minutes

- I. CALL TO ORDER.** Michele Sadlosky chaired this meeting. She called the meeting to order at 6:28 PM in the Conference Room of the Central Connecticut Health District in Rocky Hill, CT.
Present: Michele Sadlosky, Charles Brown (Director of Health), Pat Checko and Lecia Paonessa, Judith Sartucci.
Excused: None Quorum present.
Staff present: None
Notice posted: January 9, 2020
- II. PUBLIC FORUM:** no one from the public was present.
- III. APPROVAL OF AGENDA**
- IV. A MOTION** was made by Checko and seconded by Sartucci to approve the agenda as presented. **MOTION CARRIED UNANIMOUSLY.**
- V. APPROVAL OF MINUTES**
A MOTION was made by Paonessa, seconded by Checko, to approve the minutes of the October 28, 2019 Committee meeting. **MOTION CARRIED UNANIMOUSLY.**
- VI. UNFINISHED BUSINESS-**
- 1. CHA- Update**
 - Brown reported on engaging Benedictine University for intern interested in Epidemiology who could assist in initial data collection efforts. Karim Ba has started to gather demographic data on towns. Brown connected him to Sarah Altieri from FVHD to gain information about how they gathered data for their CHA. They will meet to discuss and move data collection into health related topics.
 - Brown reported that BRFSS data would be available at the district level for use in the CHA from CT DPH. Brown contacted CT DPH about individual town data but was told that would require HIC approval. Brown will follow up to determine what the process is to acquire additional data from CT DPH.
 - 2. Data Management**
 - Brown reported on deployment of email encryption system to protect data in transit between the District and health care agency partners was successfully launched in December 2019. This system is incorporated into the IT system to ensure data reliability and transfer of confidential records securely.

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VII. NEW BUSINESS.

1. Governance in Action Training materials

- CCHD has been notified that the training materials it purchased through NALBOH will no longer be available for access online after January 30, 2020. Brown will ensure the materials are downloaded to CCHD for future use for board training.

2. Board Training

- Committee discussed future training topics for Board. Checko will be providing training on immunization during January Board meeting. Committee will review schedule developed to determine next training opportunity.

VIII. NEXT MEETING DATE

- February 10th at 6:30pm at the CCHD Offices at in Rocky Hill
- Future Topics
 - PHAB measures and policy issues
 - Strategic Plan Review
 - Schedule of trainings

IX. ADJOURNMENT

A MOTION was made by Paonessa, seconded by Checko to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 7:12PM.

Respectfully submitted,

Charles K. Brown, Jr.

Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: February 10, 2020