



**BOARD OF HEALTH
FINANCE COMMITTEE
January 18, 2022 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Deborah Henault, the Chair called the meeting to order via call at 12:04 PM in the Director's Office of CCHD in Rocky Hill, CT and online via call and Zoom.

Present: Charles Brown, Patricia Checko (Zoom), Deborah Henault (Zoom) and Barbara Gilbert (Phone).

Excused: None **Quorum present.**

Date meeting notice posted January 17, 2022

Staff: none

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

C. ADOPTION OF AGENDA

A MOTION was made by Checko, seconded by Gilbert to accept the agenda as presented. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

MOTION was made by Gilbert, seconded by Checko to approve the minutes of November 16, 2021. **Motion carried unanimously.**

E. UNFINISHED BUSINESS

1. FY 2020-21 Audit Update

Brown reported that the auditor has presented information for review and approval by Executive Committee but report to the Board of Health will be ready for next Board meeting.

F. NEW BUSINESS

1. November and December 2021 Financial Statement Review

- Brown reported the monthly financial reports for FY 2020-2021 through December 31, 2021 and answered any questions from committee members. **Motion** was made by Gilbert, seconded by Checko to approve the Financial statements for November and December 2022. **Motion Carried.**

2. ELC2 Grant Discussion

- Brown reviewed the Expanding Lab Capacity (ELC)2 grant application that was recently provided to CCHD. The grant is similar to the current ELC grant CCHD has that provides funding to support COVID-19 response via several positions in the agency.

2080 Silas Deane Highway, Suite 100, Rocky Hill, CT 06067

P (860) 785-8380 F (860) 785-8533 www.ccthd.org

PUBLIC HEALTH for BERLIN, NEWINGTON, ROCKY HILL, WETHERSFIELD

CCHD FINANCE COMMITTEE
January 18, 2022 Meeting
Page 2

- This new grant runs from March 2022 to November 2023 and could support positions into 2023. Total amount for the new grant is \$395,908.
- Brown plans to submit application prior to the next Board meeting.

3. 2022 Finance Committee Meeting Schedule

- **A Motion** was made by Checko, seconded by Gilbert to accept the proposed meeting schedule. **Motion Carried unanimously.**

G. NEXT MEETING

1. The Finance Committee will meet on February 15, 2022 at 12:00 PM in the CCHD offices in Rocky Hill and via teleconference.
2. Agenda:
 - a. Monthly financial statements
 - b. FY 2020-21 Audit Update

H. ADJOURNMENT

A MOTION was made by Checko, seconded by Gilbert to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:35 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: February 15, 2022