



**BOARD OF HEALTH  
FINANCE COMMITTEE  
January 19, 2021 Meeting  
MINUTES**

**A. CALL TO ORDER AND ATTENDANCE**

Deborah Henault, the Chair called the meeting to order via call at 12:03 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), Kevin Borrup(Zoom) and Barbara Gilbert (Zoom).

**Excused:** None     **Quorum present.**

**Date meeting notice posted** January 18, 2021

**Staff:**     none

**B. PUBLIC FORUM** – no one from the public was present.

**C. ADOPTION OF AGENDA**

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

**D. APPROVAL OF RECORD OF MINUTES**

**MOTION** was made by Gilbert, seconded by Checko to approve the minutes of December 15, 2020 Committee meeting. **Motion carried unanimously.**

**E. UNFINISHED BUSINESS**

None

**F. NEW BUSINESS**

**1. December 2020 Financial Statement Review**

- Brown reviewed the monthly financial reports for FY 2020-2021 through December 31, 2020 and answered and clarified issues for the Committee about various line items.

**A MOTION** was made by Checko, seconded by Gilbert to accept the financial statements through December 31, 2020. **Motion carried unanimously**

**2. CCHD 2021-2022 Budget Process**

- Brown reviewed with committee the process for development of the proposed budget. Items discussed was the effect upon fee revenue due to COVID-19 issues, projected per capita rates from state and town sources and collective bargaining impact upon the budget.

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**3. Finance Committee 2021 Meeting Dates**

- **A Motion** was made by Gilbert, seconded by Borrup to approve the 2021 Finance Committee meeting schedule. **Motion carried unanimously.**

**G. NEXT MEETING**

1. The Finance Committee will meet on February 16, 2021 at 12:00 PM in the CCHD offices in Rocky Hill and via teleconference.
2. Agenda:
  - a. Monthly financial statements

**H. ADJOURNMENT**

**A MOTION** was made by Gilbert, seconded by Borrup to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:38 PM.

Respectfully submitted,

Charles K. Brown Jr.  
Recorder pro tem

**REVIEWED AND APPROVED BY COMMITTEE:** February 16, 2021