



**BOARD OF HEALTH  
FINANCE COMMITTEE  
November 15, 2022 Meeting  
MINUTES**

**A. CALL TO ORDER AND ATTENDANCE**

Deborah Henault, the Committee Chair called the meeting to order via call at 12:06 PM in the Director's office of CCHD in Rocky Hill, CT.

**Present:** Charles Brown, Patricia Checko (via Zoom), Deb Henault (via Zoom) and Barbara Gilbert (via Zoom)

**Excused:** Jeri Nagel **Quorum present.**

**Date meeting notice posted** November 14, 2022

**Staff:** none

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

**C. ADOPTION OF AGENDA**

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

**D. APPROVAL OF RECORD OF MINUTES**

**MOTION** was made by Checko, seconded by Gilbert to approve the minutes of September 13, 2022. **Motion carried.**

**E. New Business**

**1. Discussion and Possible Action - Salary Study**

- Brown reported that a salary study was being initiated by Chesprocott HD and our participation would allow for us to receive the data. Committee agreed this was a good first step prior to budget cycle commencing.

**F. UNFINISHED BUSINESS**

**1. September and October 2022 Financial Statement Review**

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

**2. NEXT MEETING**

1. The Finance Committee will meet on December 20, 2022 at 12:00 PM in the CCHD offices in Rocky Hill and via teleconference.
2. Agenda:
  - a. Monthly financial statements

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PUBLIC HEALTH for BERLIN, NEWINGTON, ROCKY HILL, WETHERSFIELD

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**G. ADJOURNMENT**

**A MOTION** was made by Gilbert, seconded by Checko to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:39 PM.

Respectfully submitted,

Charles K. Brown Jr.  
Recorder pro tem

**REVIEWED AND APPROVED BY COMMITTEE:**

DRAFT