



BOARD OF HEALTH HUMAN RESOURCES COMMITTEE

December 8, 2021 Meeting

MINUTES

A. CALL TO ORDER AND ATTENDANCE

Chairman Marti Stiglich called the meeting to order at 3:03 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 Deb Henault (call-in) and Charles Brown

Excused: Quorum present.

Date meeting notice posted: December 7, 2021

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 with addition of 2022 Meeting Schedule under New Business. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

MOTION was made by Jarema, seconded by Sartucci to approve the minutes of November 10, 2021 Committee meeting. **Motion carried.** Zartarian and Henault abstained.

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.

F. NEW BUSINESS-

1. Discussion of Salary Ranges

- Committee reviewed salary survey conducted by the Eastern Highlands Health District and discussed individual positions included in the survey and where CCHD positions ranked in spectrum of answers. Committee members wanted to get more information regarding municipal agencies and requested Brown to investigate.
- **Motion** made by Sartucci, seconded by Zartarian to authorize Director of Health to consult with Shipman and Goodwin regarding salary ranges for certain positions in the agency and send to Finance Committee for further review. **Motion passed unanimously.**

2. 2022 Meeting Dates

- Sartucci raised the need to approve meeting dates for 2022. Tabled for next meeting.

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G. NEXT MEETING

1. The Human Resources Committee will meet on Wednesday, January 12, 2022 at 3:00 PM in the CCHD offices in Rocky Hill and via teleconference.

H. ADJOURNMENT

MOTION was made by Jarema, seconded by Zartarian to adjourn. **Motion carried unanimously.** The meeting adjourned at 4:09 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: January 12, 2022