



**BOARD OF HEALTH
FINANCE COMMITTEE
February 13, 2024 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Deb Henault called the meeting to order at 12:02 PM in the Director's office of CCHD in Rocky Hill, CT and via Zoom and Conference call.

Present: Deb Henault, Charles Brown, Patricia Checko, Kevin Borrup and Barbara Gilbert

Excused: None **Quorum present.**

Date meeting notice posted February 12, 2024

Staff: none

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

C. ADOPTION OF AGENDA

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

D. APPROVAL OF RECORD OF MINUTES

E. A MOTION was made by Gilbert, seconded by Borrup to approve the minutes for January 16, 2024 as presented. **Motion carried unanimously.**

F. UNFINISHED BUSINESS

1. FY 2024-25 Budget Discussion

- Brown presented budget scenarios for discussion by the committee members. Impacts to the budget include changes to agency health insurance package, scheduled increase in office rent and impact of salary increases due to collective bargaining.
- **A MOTION** was made by Borrup, seconded by Gilbert to recommend to the Board of Health a rate of \$8.25 local per capita charges to member municipalities. **Motion carried unanimously.**

G. New Business

1. January 2024 Financial Statements

- Brown reviewed the statements provided by the accountant and answered questions by the committee members about grant revenue and expenditures.
- **A MOTION** was made by Checko seconded by Borrup, to approve the financial statements for January 30, 2024. **Motion carried unanimously.**

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
February 13, 2024 Meeting
Page 2

NEXT MEETING

1. The Finance Committee will meet on March 14, 2024 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 Borrup, seconded by Checko to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:58 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: