



**BOARD OF HEALTH
FINANCE COMMITTEE
March 16, 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 March 15, 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 Borrup 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 February 16, 2021 Committee meeting. **Motion carried unanimously.**

E. UNFINISHED BUSINESS

1. CCHD 2021-2022 Budget Process

- Brown reviewed with committee the revised worksheet 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.
- **MOTION** was made by Gilbert, seconded by Checko to forward the proposed budget to the March Board of Health meeting for review. Henault, Gilbert and Checko voted to forward, Borrup to not forward.
Motion carried.

F. NEW BUSINESS

1. January 2021 Financial Statement Review

- Brown reviewed the monthly financial reports for FY 2020-2021 through February 28, 2021 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 February 28, 2021. **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

March 16, 2021 Meeting

Page 2

G. NEXT MEETING

1. The Finance Committee will meet on April 13, 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 Checko to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:43 PM.

Respectfully submitted,

Charles K. Brown Jr.

Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: April 13, 2021