



**BOARD OF HEALTH
FINANCE COMMITTEE
May 16, 2023 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Deborah Henault, the Committee Chair called the meeting to order via call at 12:07 PM in the conference room of CCHD in Rocky Hill, CT.

Present: Charles Brown, Patricia Checko, Deb Henault, Barbara Gilbert and Jeri Nagel (Via Zoom)

Excused: None **Quorum present.**

Date meeting notice posted May 15, 2023

Staff: none

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

C. ADOPTION OF AGENDA

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

D. APPROVAL OF RECORD OF MINUTES

E. A MOTION was made by Gilbert, seconded by Checko to approve the minutes for April 18, 2023 as presented. **Motion carried unanimously.**

F. UNFINISHED BUSINESS

- None

G. New Business

1. April 2023 Financial Statements

- Brown presented the April Financial statements to the committee and answered questions from members pertaining to Expanding Lab Capacity grant revenue and expense items.
- **A MOTION** was made by Checko seconded by Nagel, to accept the financial statements as of April 30, 2023. **Motion carried unanimously.**

2. Non-Union Salary Range Discussion (Note: Nagel left meeting at 1233.)

- Gilbert presented salary ranges drafted by the Executive Committee after review of two recent salary surveys conducted by local health districts. The ranges established cover non-union positions only, as union positions are defined in the collective bargaining agreement.
- **A MOTION** was made by Checko seconded by Gilbert to send Draft Salary Ranges to Human Resources Committee for concurrence and subsequent forwarding to Board for approval. **Motion carried unanimously.**

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PUBLIC HEALTH for BERLIN, NEWINGTON, ROCKY HILL, WETHERSFIELD

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3. NEXT MEETING

1. The Finance Committee will meet on June 13, 2023 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 12:45 PM.

Respectfully submitted,

Charles K. Brown Jr.

Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: June 13, 2023