BOARD OF HEALTH

HUMAN RESOURCES COMMITTEE

September 12, 2018 Meeting
Minutes

I. CALL TO ORDER AND ATTENDANCE. Chairman Marti Stiglich called the meeting to order at 3:10 PM in second floor conference room of the Rocky Hill Town Hall in Rocky Hill, CT. 

Present: Chairman Marti Stiglich, Charles Brown (Director of Health), Judy Sartucci and Michele Sadlosky.

Excused: Ray Jarema

Quorum present.

Notice posted: September 7, 2018

II. PUBLIC FORUM: No one from the public was present for comments.

III. REVIEW AND REORDER AGENDA

A MOTION was made by Sadlosky, seconded by Sartucci to adopt the meeting agenda as presented. Motion carried unanimously.

IV. APPROVAL OF MINUTES

A MOTION was made by Sartucci, seconded by Sadlosky to approve the minutes of the June 13, 2018 Committee meeting. Motion carried unanimously.

V. UNFINISHED BUSINESS

Progress on PHAB Standards and Measures

- Brown provided an overview of the current Human Resources System components used by the agency to support the functions of recruitment, retention and employee support, and resource recovery.
- Committee discussed current practices and identified areas to focus improvement efforts based on measures in PHAB Domains 8 and 11, such as the need to establish a policy on Equal Opportunity Hiring practices.
- Sartucci also recommended that PHAB standards continue to serve as guiding documents as the agency establishes new systems in a centralized office.

VI. NEW BUSINESS –

1. Personnel Update-Executive Session for the purposes of discussing personnel issues

A MOTION was made by Sartucci, seconded by Sadlosky to go into executive session at 3:59pm. Motion carried unanimously.

In session: Brown, Stiglich, Sadlosky and Sartucci. Out of session at 4:24pm.

VII. NEXT MEETING

1. Next Committee meeting will be on Wednesday, October 10, 2018 at 3:00 PM in the second-floor conference room of the Rocky Hill Town Hall.
2. Items for next agenda:
   - Personnel updates
VIII. ADJOURNMENT
A MOTION was made by Sadlosky, seconded by Sartucci, to adjourn. Motion carried unanimously. Meeting adjourned at 4:33 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: October 10, 2018