BOARD OF HEALTH
FINANCE COMMITTEE
May 14, 2019 Meeting
MINUTES

A. CALL TO ORDER AND ATTENDANCE
Chairman Deborah Henault called the meeting to order at 12:00 PM in the Conference Room of CCHD in Rocky Hill, CT.
Present: Deborah Henault, Barbara Gilbert, Patricia Checko (via conference call) and Charles Brown
Excused: Kevin Borrup  Quorum present.
Date meeting notice posted: May 10, 2019
Staff: none

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

C. ADOPTION OF AGENDA
A MOTION was made by Checko, seconded by Gilbert to adopt the agenda as presented. Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES
A MOTION was made by Checko, seconded by Gilbert to approve the minutes of April 16, 2019 Committee meeting as posted. Motion carried unanimously.

E. UNFINISHED BUSINESS
1. Executive Session for the purposes of discussing:
   • Collective bargaining contract negotiations as pertains to the FY2019-2020 budget
A MOTION was made by Gilbert, seconded by Checko to go into executive session at 12:01pm. Motion carried unanimously. In session: Brown, Checko, Gilbert, and Henault. Out of session at 12:16pm.

A MOTION was made by Gilbert, seconded by Checko to recommend to the Board of Health a proposed budget for FY 2019-2020. Motion carried unanimously.

2. Budget Hearing Process
   • Committee reviewed the budget hearing process and discussed the need to appoint a new Budget Hearing Officer due to Checko being chairperson and not being able to perform both roles.
   • Committee agreed that Henault as Finance Chair could perform this function for the upcoming FY 2019-2020 Budget Hearing.
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Note: Checko left call at 12:22pm

F. NEW BUSINESS
   1. April 2019 Financial Statement Review
      ● Brown reviewed the monthly financial reports for FY 2018-19 through April 30, 2019 and answered and clarified issues for the Committee about various line items.

      A MOTION was made by Gilbert, seconded by Brown to accept the financial statements through April 30, 2019. Motion carried unanimously

G. NEXT MEETING
   1. The Finance Committee will meet on June 18, 2019 at 12:00 PM in the CCHD offices in Rocky Hill.
   2. Agenda:
      a. Monthly financial statements
      b. FY 19-20 proposed budget preparations
      c. Fraud Risk Assessment Update

H. ADJOURNMENT
   A MOTION was made by Gilbert, seconded by Brown to adjourn. Motion carried unanimously. The meeting adjourned at 12:44 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: June 18, 2019