BOARD OF HEALTH

GOVERNANCE COMMITTEE

June 10, 2019

Meeting Minutes

I. CALL TO ORDER. Michele Sadlosky served chair for this meeting. She called the meeting to order at 6:33 PM in the Conference Room of the Central Connecticut Health District in Rocky Hill, CT.

Present: Michele Sadlosky, Charles Brown (Director of Health), Pat Checko and Lecia Paonessa.

Excused: Judith Sartucci

Quorum present.

Staff present: None

Notice posted: June 6, 2019

II. PUBLIC FORUM: no one from the public was present.

III. APPROVAL OF AGENDA

IV. A MOTION was made by Checko and seconded by Paonessa to approve the agenda as presented. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF MINUTES

A MOTION was made by Paonessa, seconded by Brown, to approve the minutes of the May 13, 2019 Committee meeting. Checko Abstained MOTION CARRIED.

VI. UNFINISHED BUSINESS-

1. Bylaws

   • Committee reviewed attorney recommendations about changes to bylaws related to board member terms and new town admission process. Brown and Checko will review bylaws of other districts to see how they address new towns.

   • A MOTION was made by Checko, seconded by Paonessa, to adopt recommended language by attorney regarding Article III Section 3 of the CCHD Bylaws. MOTION CARRIED.

   • A MOTION was made by Paonessa, seconded by Checko, to adopt recommended language by attorney regarding Article III Section 4 of the CCHD Bylaws. MOTION CARRIED.
2. **Board Development**
   - Committee investigated using CT TRAIN to identify board development opportunities. Members discussed topics that have been brought to the board in the past, like budget preparation and annual audit workshops, and topics that may need to be trained upon because of board changes, like CCHD program overviews and general public health topics. After considerable discussion about the value, ease of access and appropriateness of existing self-study materials, the Committee decided the best approach was to ask the Board what they would like to know more about, and how that information could be best delivered. Committee decided that a short survey should be developed to assess the training needs of the Board. Brown will draft survey which will be shared with members at the next Board meeting.

**VII. NEW BUSINESS.**
1. None.

**VIII. NEXT MEETING DATE**
- August 12th at 6:30pm at the CCHD Offices at in Rocky Hill
- Topics for future meetings- Bylaws and Board Development

**IX. ADJOURNMENT**

A MOTION was made by Paonessa, seconded by Checko to adjourn. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 8:02 PM.

Respectfully submitted,

Charles K. Brown, Jr.

Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: August 5, 2019