

**WEST HARTFORD-BLOOMFIELD HEALTH DISTRICT  
UNAPPROVED SPECIAL BOARD MEETING MINUTES  
THURSDAY, OCTOBER 14, 2021**

**I. CALL TO ORDER**

Meeting was called to order at 9:02 a.m.

**Members Present:** Matthew Hart, Scott Aronson, Stanley Hawthorne, Gloria Jones, Seth Pitts, Phyllis Hyman and Karen Harrington

**WHBHD Staff Present:** Aimee Krauss, Christopher Hansen, Suzette Brown and Sherri Jain

**II. PUBLIC COMMENT**

No Public Comment

**III. APPROVAL OF EMPLOYEE MANUAL**

Member Hart commended Director Krauss on the timely updates to the Employee Manual. He updated the members on the amendments made with the assistance of the legal firm. The Human Resource Committee also met to discuss the amendments and unanimous voted to endorse the manual to the full board.

Director Krauss provided an overview on the proposed revisions to the manual. There was a brief discussion between the Members and Director Krauss on the proposed revisions and the amendments to the language in the future. Member Hyman clarified that her proposed changes were not substantive and she suggested adopting them at a later date.

Member Hart moved, and Member Harrington seconded, a motion to endorse the proposed revisions to the Employee Handbook for approval by the full board. The motion carried unanimously.

**IV. OTHER BUSINESS**

No other business

**V. ADJOURNMENT OF MEETING**

The meeting adjourned at 9:13 a.m.