

**HEALTH DEPARTMENT BUILDING COMMITTEE
MINUTES
MAY 17, 2007 – 3:30 P.M.
SCOTT HEYMAN CONFERENCE ROOM**

Present: F. Proto, Chairman, K. Luz Herrera, J. Dennis, D. Randall
Excused: T. Joseph, Vice Chairman
Staff: M. Lynch, Public Information Officer; E. Marx, Commissioner of Planning and Public Works; A. Cole, Health Department Director; B. Grinnell- Crosby, Health Department; K. Prince, Union Representative; A. LeMaro, Facilities Director; D. Squires, Finance Director; S. Whicher County Administrator; K. Fuller, Deputy Clerk
Guests: K. Marren, LaBella Associates,

Call to Order

Mr. Proto, Chairman, called the meeting to order at 3:34 p.m.

Additions to Agenda

There were no additions to the agenda.

Approval of Minutes of April 2007

The minutes of April 5, 2007, were approved as amended by consensus of the committee.

Executive Session

It was MOVED by Mr. Randall, seconded by Mr. Dennis, and unanimously approved by voice vote by members present, to enter into an executive session to discuss potential real estate transactions.

The Committee held an executive session from 3:35 p.m. to 5:20 p.m., when it was MOVED by Mr. Dennis, seconded by Ms. Herrera, and unanimously approved by voice vote by members present, to exit executive session.

Following the executive session the following direction was provided to staff:

- Bring to the Committee at the next meeting with as complete a financial analysis as possible, which is broad enough to include what is felt practical.
- Provide responses to any potential contamination of properties in question.
- Legality of making renovations to a leased space; how would it effect reimbursements.
- Determination of lease versus purchase – the availability and annual costs involved, length of time, etc.
- Determination of responsibility for maintenance in a lease situation.

Employee input

Mr. Proto asked staff to provide input to requirements. Ms. Cole requested a swipe card security system be available regardless of choice. In addition, she noted that there may be the added expense of additional reception personnel depending on design. Ms. Prince noted employees requested offices versus cubicle working areas due to the confidentiality of the work performed. Mr. Proto said additional employee needs should be kept in mind.

Health Department Building Committee
May 17, 2007

Mr. Dennis inquired whether other Legislators should be polled to determine questions they may have. It was thought Mr. Joseph should be contacted to discuss his thoughts. Ms. Herrera said she believes that opening questions to the full Legislature would create additional questions, regardless of when other Legislators are approached.

Next meeting

The next meeting will be on June 14, 3:30 p.m.

Adjournment – the meeting adjourned at 5:29 p.m.

Respectfully submitted, Karen Fuller, Deputy Clerk of the Legislature