

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, March 27, 2018
OPEN SESSION: (1 hr. 25 min. 50 sec.)

CALL TO ORDER:

President Roman called the meeting to order at 6:13 p.m. He then led the Regional Board of Health in the salute to the flag. President Roman next read the "Open Public Meeting Act Statement".

ROLL CALL:

Brielle – Jim Langenberger, Fair Haven – Theresa Casagrande, Little Silver – Dr. Tim Sullivan, Monmouth Beach – Joseph Nardone, Ocean Twp – Vinnie Buttiglieri, Red Bank – Michael Natelli, Sea Bright – Dr. Meg Fisher (departed 7:13 pm), Shrewsbury Borough – Paul Roman, Wall Twp – Keri Pagnoni

Upon completion of the roll call, the Secretary reported that a quorum was present.

ABSENT:

Boro of Highlands, Boro of Rumson, Boro of Sea Girt, Boro of Spring Lake, Boro of Spring Lake Heights, Boro of Tinton Falls, Boro of West Long Branch

OTHERS PRESENT:

David A. Henry, Health Officer, Jodi Howlett, Esq., Heather Frketich, Commission Secretary/Office Coordinator, Felicia Huntington, MCRHC Student Intern

Introduction of Felicia Huntington, MCRHC Student Intern

Home Going Service Program for Constance Henry was distributed to those present.

Dave Henry thanked the Commission for all of the thoughts, prayers, flowers and support he and his family received following the recent loss of his mom.

President Roman announced the names of new Commissioners who will join us this spring. He met with both Stephanie Murray, West Long Branch Administrator and Middletown Township Mayor AND Kim Gonzales, Highlands Administrator and Chief Financial Officer

A moment silence was held in memory of Gary Nemshick, SR. REHS who we lost one year ago April 5th. He continues to be greatly missed.

MINUTES OF LAST MEETING:

OPEN SESSION:

February 27, 2018

Vinnie Buttiglieri motioned to approve the Open Session Minutes of February 27, 2018, seconded by Mike Natelli.

VOTE: Unanimous.

CLOSED SESSION MINUTES of February 27, 2018 are still in progress.

COMMUNICATIONS:

Wall Township Administrator Jeffry Bertrand has informed the MCRHC in a letter dated March 1, 2018, of its plan to terminate their shared services agreement with MCRHC as of September 1, 2018, as they intend to provide their own services. They request assistance with a smooth transition.

The Health Officer and President Roman sent a return letter of acknowledgement dated March 6, 2018. President Roman stated that he met with the Health Officer and CFO, with next intentions to meet with Budget & Finance and Human Resources Chairs to discuss implications.

Commissioner Casagrande commented that the Health Officer runs the Commission on their behalf, and with absolutely no disrespect to Mr. Roman for the contributions he has and continues to make to this organization, he is not the chief executive. It is the full Commission's decision what protocols, policies and procedures to set and follow. The MCRHC President has no more power than any other Commissioner – he/she runs the monthly meetings. It is very significant that meetings with Town Administrators, new Commissioners, etc., are arranged and attended by the Health Officer and that all information and reporting comes from him directly to the Committee Chairs and Commission members. No one should be stepping in or making decisions prior to that. Protocol has to change.

President Roman responded "Thank you for your opinion."

In this circumstance with the communication received from Wall, several Commission members expressed their thoughts and preferences for Mr. Henry to reach back out to Mr. Bertrand for any possible further discussion regarding any counter actions we might address to respond to reasons for their decision. We also want feedback on our operation. Despite research that must have been done, there are many statutory requirements to be accounted for. The Health Officer will carry out that request and report back to the Business and Finance Committee. Any results will be presented to the full Commission at the April meeting.

HEALTH OFFICER'S REPORT:

The March 2018 Health Officer's Report (reflecting February 2018 activity), the February 2018 Conferences & Meetings, the February 2018 CDRSS Report and the PHN Monthly Activity Report were previously mailed/e-mailed.

HEALTH OFFICER'S REPORT (continued)

Mr. Henry reported on:

Felicia Huntington is working on many projects and gaining much experience. We are glad to have her.

March 12, 2018 ...Measles case at Newark Airport (link to one member town). The Communicable Disease Investigator and the State Health Department are working to follow up and monitor symptoms in the individual. Also, a potential meningitis case with links to two MCRHC towns and one MCHD town is now closed out. Lab results showed the particular case not as easily communicable. The patient is making progress, rehabilitation.

Accreditation: Consultants met with staff members today. Good progress is being made; upload to start this week and we will be on target to meet the April 23rd deadline.

Public Health Question of the Month: **Are there any circumstances in which animals are allowed in retail food establishments?** Please refer to mcrhc.org for the answer!

COTTAGE FOOD BILL - (allowance of food prep from home sold to the public)
In this proposed legislation, local health departments would be responsible for performing investigations and inspections in private homes. There is no legal authority and concern about no backup from the state.

Health Officers as well as other public health organizations statewide have voiced their concerns and been in opposition of its passage. The Health Officer has updated the staff on this topic during recent MCRHC staff meetings. It has not yet passed the Senate Health Committee. New Jersey is one of 49 states who have not yet passed this law.

Cigar Bar/Lounge Bill – since approximately 2005 it has been illegal to have any new facilities. Following new legislative introductions, a lounge is ok as long as it is separate from any food operation. This is still pending a Senate side vote. NJACCHO has not yet taken a position. There will be an impact on the staff as it appears municipalities can decide how many lounges they will allow, then the local health department will perform review of application/plans. The Health Officer mentioned that MCRHC does charge registration and renewal fees for retail tobacco establishments under a current Ordinance.

As a continuation of the Health Officer's presentation at the January 23, 2018 Reorganization meeting, ORIENTATION OF NEW COMMISSIONERS - a handout of the full process for new members is in place and has been distributed to each Commissioner. President Roman asked if there were any further comments on this procedure which will fully commence with the new Commissioners coming on board.

HANDOUT: Spring 2018 Free Rabies Clinic Schedule

_____?_____ motioned to approve the Health Officer's Report, seconded by
_____?_____.

VOTE: Unanimous

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Approved Minutes April 24, 2018

AUDIT COMMITTEE:

No Report

CFO REPORT:

TREASURER'S REPORT:

Presented by President Roman in the absence of Liz Finnerty, Treasurer. He briefly reviewed the Statement of Accounts for period ending February 28, 2018.

The Treasurer's Report was accepted as presented.

BUDGET & FINANCE COMMITTEE:

PAYMENT OF BILLS:

Vinnie Buttiglieri motioned to pay the March 2018 bills in the amount of \$159,759.96. The motion was seconded by Dr. Fisher.

ROLL CALL VOTE:

Brielle	Yes	Red Bank	Yes
Fair Haven	Yes	Sea Bright	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Twp.	Yes
Ocean Twp	Yes		

VOTE: 9 Ayes, 0 Nay, 0 Abstain

Motion Carries.

HUMAN RESOURCES COMMITTEE:

HEALTH OFFICER CONTRACT –The Human Resource Committee is still finalizing this agreement with plans to present their recommendations to the full Commission at the April meeting for a vote.

Resolution 2018-22

Vinnie Buttiglieri motioned to approve a salary adjustment for the CFO Stephen Gallagher in the amount of \$1,000.00 per year resulting in an annual salary of \$27,000. Theresa Casagrande seconded the motion.

ROLL CALL VOTE:

Brielle	Yes	Red Bank	Yes
Fair Haven	Yes	Sea Bright	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Twp.	Yes
Ocean Twp	Yes		

VOTE: 9 Ayes, 0 Nay, 0 Abstain

Motion Carries.

GOVERNANCE COMMITTEE: No Report

OPERATIONS COMMITTEE: No Report

OLD BUSINESS:

Resolution 2018- 24

Approval to sell one MCRHC fleet vehicle (previously offered to all MCRHC towns) to the Borough of Manasquan:

2010 Chevrolet Impala \$3,554 (per Edmunds private sale)

Following a clarification that a member town advised a non-member town of the vehicle's availability, but would not be the actual purchase of the vehicle, consensus stood that the proper route would be going to auction.

Resolution 2018-24 taken off the table.

Resolution 2018-21

Authorizing MCRHC to enter into a Cooperative Pricing Agreement with Cranford Police as the Lead agency. The Health Officer's research noted a slight savings over state contract pricing.

Theresa Casagrande motioned to approve Resolution 2018-21. The motion was seconded by Dr. Fisher.

ROLL CALL VOTE:

Brielle	Yes	Red Bank	Yes
Fair Haven	Yes	Sea Bright	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Twp.	Yes
Ocean Twp	Yes		

VOTE: 9 Ayes, 0 Nay, 0 Abstain
Motion Carries.

Resolution 2018-23

Authorizing the Purchase of a 2018 Dodge Durango via the Cranford Coop Pricing Agreement.

Commissioner comments involving maintenance concerns that have been experienced led to a decision to table Resolution 2018-23. The Health Officer will continue the search for a vehicle he feels will provide the best quality and longevity whether through state contract or coop pricing.

OLD BUSINESS (continued)

Suggestions: Ask Tinton Falls for a list of coops they belong to.

Ask Toyota for coops they sell certain models through.

Normally no fee to join; only a fee when you purchase; you can join as many as choose.

Resolution 2018-23 taken off the table.

VNA UPDATE

Figures have now been obtained for the full year of 2017 for public health uncompensated care/services. Pending contract is not ready to sign.

Additional negotiation needed for nurse hourly rate in lead and TB Direct Observe Therapy (DOT) cases. State regulation requires 9 month monitoring of a patient. The groups are working toward fair numbers and estimates of the number of cases that can be handled at one time by MCRHC and the VNA. Cost comparisons are also being obtained from MCHD for the same services.

The Health Officer remarked that great advancement has been made in determining the specific services each of our towns has received....baseline amount based on cases documented so far.

Dr. Sullivan asked how the fees to towns will be proportioned in the proposed contract.... according to services delivered or will the overall cost be split equally? The figures seen by President Roman, the Health Officer and CFO need to be dispersed to all of the Commission members so they can report this information back to their town officials. Theresa Casagrande remarked that these contract negotiations should continue at this point either in Executive Session or by means of a Subcommittee.

All MCRHC towns were canvassed by e-mail during 2017 to inquire about their interest in having MCRHC negotiate with VNA on their behalf. A few "yes" responses were received at that time.

New contract being negotiated for all towns in lieu of individual contracts is targeted for 2019. Goal: The majority of the MCRHC membership needs to get a better deal.

LEAD / TB

The Health Officer noted MCRHC's involvement in 2-3 lead cases in 2017. With the lowering of the lead standards, NJDOH estimates 21 cases during 2018 within our 207,000 population.

Lead (VNA or PHN handled cases) are reimbursable over the next 3 years by grant
TB cases are not reimbursable by grant.

President Roman advised we need to see data for our towns through 2018 in order to calculate a fair arrangement.

OLD BUSINESS (continued)

Following several other Commissioner questions in regard to VNA negotiations there are still a number of possibilities including VNA taking the full workload back, or going back to part-time PHN, however, Mr. Henry reinforced the need for both external and internal nursing services due to the fact that many functions are not duplicated.

NEW BUSINESS

FINANCIAL DISCLOSURES

Filing Deadline is April 30, 2018. Per Commissioner Buttiglieri individuals may begin filing on April 5th, 2018.

PROCLAMATION FOR 2018 National Public Health Week (April 2 -8)

A proclamation was presented for towns to adopt or model a similar document to recognize the importance of the field of Public Health. This year’s focus, themes and ideas on how to participate are available at APHA.org. See how you can participate in your local towns.

INTRODUCTION OF ORDINANCE 18-08 (MCRHC Salaries)

This item (proposed amendments to the current MCRHC Ordinance 15-08) was deferred from the February meeting as inconsistencies were found that required correction and/or explanation. The Budget & Finance Committee needs to review this proposed Ordinance with the Health Officer. Members felt that minimum/maximum numbers should tie directly into the Union contract just approved. REHS figures are set in this manner, whereas administrative staff figures will range. No staff member exceeds the range for their position.

During this discussion it was determined that the Bookkeeper (non-contract) position should be moved to the non-union section and that the position’s salary increases following the Union contract must be memorialized with an annual resolution.

HO contract, not yet finalized numbers – draft Ordinance should show maximum only \$129,530.

Pursuant to the changes mentioned, Vinnie Buttiglieri motioned to introduce Proposed Ordinance 2018-08, seconded by Dr. Sullivan.

ROLL CALL VOTE:

Brielle	Yes	Red Bank	Yes
Fair Haven	Yes	Sea Bright	departed from meeting
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Twp.	Yes
Ocean Twp	Yes		

VOTE: 8 Ayes, 0 Nay, 0 Abstain
Motion Carries.

NEW BUSINESS (continued)

Announcement of this introduction as well as the date of the Public Hearing will be published in the newspaper and on the MCRHC website

PUBLIC COMMENT PERIOD:

None

PRESIDENT'S REPORT:

Looking back at history, the 1918 Spanish Flu epidemic wiped out 3% of the world's population. Had this flu season worsened any further, military planning was in place CDC advised

HANDOUTS:

NJLBOHA Newsletter of Fall 2017

2018 Membership cards (NJLBOHA)

American Journal of Infection Control (AJIC) Study of contamination in emergency ambulances – pass on to EMS/FA squads – serious issue – This article will be e-mailed or link will be forwarded the link to the Commissioners

April Meeting – CFO All purchases to be made with lead grant funds need to be finalized by June 30, 2018.

GENERAL COMMENTS:

There being no further business, the meeting adjourned at 7:39 pm on a motion by President Roman, seconded by Vinnie Buttiglieri.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, APRIL 24, 2018 at 6:00 P.M. at the Regional's headquarters located at American Red Cross building 1540 West Park Avenue – Suite # 1, Tinton Falls, New Jersey.

Respectfully submitted,

Heather L. Frketich

Heather L. Frketich
COMMISSION SECRETARY

Reviewed by,

David A. Henry

David A. Henry
HEALTH OFFICER