

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, May 28, 2019
(Open Session: 1 hr. 10 min 10 sec)

CALL TO ORDER:

President Giles called the meeting to order at 6:04 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, Highlands – Bill Brunt, Jr., Little Silver – Dr. Tim Sullivan, Monmouth Beach – Joe Nardone, Sea Bright – Dr. Meg Fisher, Shrewsbury Borough – Paul Roman, Spring Lake – Mary Ann Donahue, Spring Lake Heights – Dr. Len Giles, West Long Branch – Stephanie Dollinger

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

ABSENT:

Boro of Fair Haven, Twp. of Ocean, Boro of Red Bank, Boro of Rumson, Boro of Sea Girt, Boro of Spring Lake, Boro of Tinton Falls

OTHERS PRESENT:

David A. Henry, Health Officer, Steve Gallagher, CFO, Bruce Padula, Esq., Heather Frketich, Commission Secretary/Office Coordinator

MINUTES OF LAST MEETING:

OPEN SESSION:

March 26, 2019 Regular Meeting

Dr. Meg Fisher motioned to approve the Open Session Minutes of March 26, 2019, seconded by Mary Ann Donahue.

VOTE: Unanimous by those who were in attendance.

CLOSED SESSION:

March 26, 2019 Regular Meeting

Stephanie Dollinger motioned to approve the Closed Session Minutes of March 26, 2019, seconded by Dr. Fisher.

VOTE: Unanimous by those who were in attendance.

COMMUNICATIONS:

None

HEALTH OFFICER'S REPORT:

The May 2019 Health Officer's Report (reflecting April 2019 activity), the April 2019 Conferences & Meetings, the April 2019 CDRSS Report, monthly PHN Report and 1st Quarter Vital Statistics were previously mailed/e-mailed.

The Health Officer briefly referred to a previously mentioned quarantined measles household cluster in our jurisdiction which is now considered closed out.

President Giles, Vice-President Roman, the Health Officer and REHS Otilia Dos Santos attended a Red Bank Board of Health meeting on April 16th. Mr. Henry gave a brief presentation on the MCRHC, however there was no quorum.

The Health Officer has been working on the pending proposal for setup of a food donation from area businesses program for Lunch Break in Red Bank. He met with former Health Officer Sandy Van Sant and another NJDOH official.

On April 23, 2019, MCRHC received a program audit from the NJDOH which was passed successfully passed.

Vice-President Roman motioned to accept the Health Officer's Report as presented, seconded by Dr. Fisher.

VOTE: Unanimous

CFO REPORT:

The CFO understands some of the towns have questions in regard to the status of the VNA Contract with the Commission. Intention was and still remains to be alleviating municipalities dealing directly with the VNA. Dr. Sullivan asked a few brief questions posed by the Little Silver Board of Health to which the Health Officer responded. Vice-President Roman stated that we have our towns' service data from VNA, but unfortunately, he was taken ill and has not yet distributed it. He would like all to be assured that next year's budget will be based on these solidly documented statistics.

Mr. Gallagher presented an analysis of MCRHC's 2019 adopted assessments. The Budget and Finance Committee will begin to review the data in more detail before the next meeting to help guide any future assessment formulas to be worked on by our Budget & Finance Committee. Towns have options. MCRHC provides tremendous service.

CFO REPORT (continued)

Vice-President Roman moved to revisit the process of providing a 2 year proposal for local health department membership coverage to a municipality that had previously requested one as the State no longer permits contract membership. The motion was seconded by Commissioner Dollinger.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Highlands	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	West Long Branch	Yes
Sea Bright	Yes		

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

TREASURER'S REPORT:

Was distributed by e-mail. The Statement of Accounts is for period ending April 30, 2019, was accepted as presented.

BUDGET & FINANCE COMMITTEE:

Cost quotes were presented for a keyless entry device as a more secure method than the staff's current use of keys. Quote # 918250WDL from Inter-Networx incorporating Wi-Fi password fingerprint or code recognition was chosen after Board review at a total cost of \$675.00 including device installation and training.

Purchase was voice-approved.

HUMAN RESOURCES COMMITTEE: No Report

AUDIT COMMITTEE: The 2018 Audit process will begin soon.

OPERATIONS COMMITTEE: No Report

GOVERNANCE COMMITTEE: No Report

VNA COMMITTEE: previously given by Vice-President Roman during the CFO Report

PRESIDENT'S REPORT:

President Giles expressed his thanks to Dr. Fisher and Vice-President Roman and the Health Officer for their participation in the early May Public Health Accreditation Board site visit to respond to inquiries about MCRHC's Governance process. Vice-President Roman has taken the time and effort to detail several aspects of the two day visit. Those notes have been provided in tonight's folders. A full report will be provided by PHAB in a few months.

HANDOUT:

Vice-President Roman presented copies of the January 2019 NJLBOHA Newsletter.

Vice-President Roman delivered a plaque of recognition to Liz Finnerty, our former Treasurer and current Commission Alternate from Spring Lake. She was thankful to all and sends greetings to all.

President Giles and the Health Officer attended a recent Tinton Falls Town Hall Meeting on Monday, May 13, 2019. This meeting between the Borough and Monmouth County Officials provided a summary to residents. The consensus reported was that the odor, while dissipating, continues to be an issue in residents' daily lives. During and following the termination of our landfill odor complaint contract, our attorney's communication with Tinton Falls has been unfortunately very limited regarding our part going forward or if they are happy with the level of progress at the MCRC. The Health Officer reported that another Town Hall Meeting is planned in 6 months.

CONSENT AGENDA

Dr. Sullivan motioned to approve resolutions listed under Consent Agenda as follows:
The motion was seconded by Stephanie Dollinger.

- 2019-32 (Payment of April 2019 Monthly Bills)
- 2019-34 (Payment of May 2019 Monthly Bills)
- 2019-35 (Approval of sale of Surplus Capital Property - MCRHC Fleet Vehicle)

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Highlands	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	West Long Branch	Yes
Sea Bright	Yes		

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

ORDINANCES:

The Health Officer mentioned the addition of the procedure for sale of surplus capital property into Chapter 1 Administrative code which has been reviewed by our Attorney. The procedure of offering such property to our towns first and, if not sold, sending said items to public auction is the procedure in place.

Attorney Padula prepared an initial draft of wording regarding the proposed incorporation of a fee assessment (ex. JIF membership) to MCRHC towns who do not participate actively to a certain level on the Board. Work of the Commission has fallen on the shoulders of those town reps who consistently keep the quorum. Further discussion is required and this item is **not** included in tonight's Codification Ordinance Introduction version.

Attorney Padula brought forth the idea that all future Ordinance amendments to be contained within Chapters 1-9. The Health Officer reminded Commission members that the codification was a recommended action by our auditors.

Vice-President Roman motioned to introduce Ordinance 2019-1: the MCRHC Codification of Chapters 1-9 and the inclusion of Capital Property Sales to Administrative Chapter 1. The motion for introduction was seconded by Stephanie Dollinger.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Highlands	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	West Long Branch	Yes
Sea Bright	Yes		

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

The Commission Secretary will publish this Ordinance Introduction with advisement of date for Public Hearing.

Attorney Padula will research a procedural item with the County Assignment Judge Thornton that Bill Brunt, Jr. knows to have obstructed enforcement before implementation He counsels that while this introduction involves Ordinances already in place, they will remain effective throughout the Ordinance process.

PUBLIC COMMENT PERIOD:

The Health Officer wished to add his thanks to the Commission members, public partners and the MCRHC staff who have been described as knowledgeable, caring and always willing to go above and beyond their job parameters including all efforts relating to the Accreditation process. In regard to our Public Partners session of the site visit, it was wonderful to know the MCRHC staff is viewed very favorably.

PUBLIC COMMENT PERIOD (continued)

Dr. Sullivan asked about additional expenses related to PHAB down the road. The Health Officer briefly described what he termed an infrastructural weakness as perceived by PHAB within our department in the form of data collection. The data collection does happen from the state and county and we are able to pull from the results that become part of the CHA and the CHIP, but for the most part community statistics, outside of communicable disease incidences, is very costly does not occur in-house. This is something they are not used to seeing.

The Health Officer thanked the MCRHC staff for their handling of 401 landfill odor complaints in 2019. Equally important toward bettering the conditions of the residents affected by the odors have been the public's consistent and strong comments and actions. For the Commissioner's information, he mentioned that the MCRC complaints are now being handled by two departments – the Monmouth County Health Department CEHA division backed up by Middlesex County. He finished by stating that certain comments reflecting on the Monmouth County Regional Health Commission made at the Tinton Falls Council Meeting by a Monmouth County official were not appreciated. The Health Officer felt that it remained in everyone's best interest to keep the public's concerns and needs in the forefront. MCRHC is a class organization. He has requested in writing to be involved in an ad hoc Committee being formed by the County and the Borough of Tinton Falls to continue to address the progress at the Tinton Falls landfill.

OLD BUSINESS:

VNA, Accreditation Update and Landfill Topics were all discussed earlier in the meeting.

NEW BUSINESS:

The Borough of Highlands has forwarded notice of their termination from the Commission effective December 31, 2019. They have been a member since 1970 and we will certainly miss working very closely with them over the decades.

The Health Officer announced the retirement of Senior REHS Russell Groves July 1, 2019. He is not being replaced. We wish him long awaited relaxation. He will be sincerely missed by this staff and department.

In response to Dr. Sullivan's request for Russ's towns to be advised with as much notice as possible as to who will replace him, the Health Officer stated that the Principal REHS is currently working on the reassignments.

The Health Officer attended Little Silver Government Day and enjoyed the experience of representing the MCRHC alongside Little Silver Commission Alternate Stephanie Keenan and the enthusiastic 8th Grade participants.

There being no further business, the meeting adjourned at 7:14 pm on a motion by Dr. Sullivan, seconded by Stephanie Dollinger.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, JUNE 25, 2019 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