

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, July 23, 2019
(Open Session: 1 hr. 7 min. 16 sec.)

CALL TO ORDER:

President Giles called the meeting to order at 6:02 p.m. He then led the Regional Board of Health in the salute to the flag. President Giles next read the "Open Public Meeting Act Statement".

ROLL CALL:

Brielle – Jim Langenberger, Fair Haven – Casagrande, Highlands – Bill Brunt, Jr., Little Silver – Dr. Tim Sullivan, Ocean Twp. – Vinnie Buttiglieri, Red Bank – Mike Natelli, Sea Girt – Jay Amberg, Shrewsbury Borough – Paul Roman, Spring Lake – Mary Ann Donahue, Spring Lake Heights – Dr. Len Giles

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

ABSENT:

Boro of Monmouth Beach, Boro of Rumson, Boro of Sea Bright, Boro of Tinton Falls, Boro of West Long Branch

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:

June 25, 2019 Regular Meeting

Vice-President Roman requested correction to an organization name for which Kevin Sumner was a very recent President. It should read NACCHO (National), not NJACCHO (NJ).

Once that correction is made, Vinnie Buttiglieri motioned to approve the Open Session Minutes of June 25, 2019, seconded by Mary Anne Donahue.

VOTE: Unanimous by those who were in attendance.

CLOSED SESSION:

June 25, 2019 Regular Meeting

Theresa Casagrande motioned to approve the Closed Session Minutes of June 25, 2019, seconded by Bill Brunt, Jr.

VOTE: Unanimous by those who were in attendance.

COMMUNICATIONS:

Copies of a letter from the Health Officer on behalf of the Commission to our contract municipalities as well as copies of a letter from the Health Officer on behalf of the Commission to our member municipalities were previously e-mailed. These letters were an advisement of a possible introduction of Proposed Ordinance 2019-2 to add administrative fees for non-attendance at Monthly Meetings and contract status. The Health Officer has also reached out by phone to each of our current contract towns to discuss the matter and receive their input. Further comment regarding 2019-2 will take place under the Ordinance section of tonight's agenda. Majority consensus, while towns would like a seat at the table, they would strongly prefer the option to do it without fees. Ideas brought up were the designation of 1 rep for multiple small towns and multiple alternates for a town. The Health Officer stated he would research state statutes/legalities with the NJDOH.

The Health Officer reported that the NJDOH weekly Vector-borne Surveillance Reports show both WNW human cases and Lyme disease cases off to a slower start at this point compared to last year's statistics.

The Sustainable Jersey program structure has added a good opportunity for municipal staffs to gain silver and gold status, interacting and strengthening communications with the local health departments while forging a pathway to a culture of health. In addition, the same process will work to build further collaboration between those within the health field.

Resolution 2019-44

At 6:13 pm, Vinnie Buttiglieri motioned to enter Closed Session for the purpose of contract discussion. The motion was seconded by Mike Natelli.

VOTE: Unanimous

Steve Gallagher exited the meeting.

Theresa Casagrande motioned to return to Open Session at 6:15 pm, seconded by Dr. Sullivan.

Steve Gallagher rejoined the meeting.

HEALTH OFFICER'S REPORT:

The July 2019 Health Officer's Report (reflecting June 2019 activity), the June 2019 Conferences & Meetings, the June 2019 CDRSS Report and the monthly PHN Report were previously e-mailed.

Mr. Henry spoke about NJLM proposed legislation known as part of a Pathway to Progress Bill #3763 involving shared services – The bill proposed by Senate President Sweeney details a number of items that a health commission would be able to do going forward that would make them more “municipal-like”(ex. renames joint meetings, ability to own property, ability to sue)

For the first time in 5 years, the Health Officer was called to activate by Monmouth County OEM Office for last night's storm response. He reported to the Sheriff's Office from 8:00 pm – 11:30 pm. He updated other non-county local health departments with situation reports on power outage updates, etc.)

HANDOUT: A list of JCP&L's water and ice locations for those without power.

MCRHC REHS staff has been in the field checking as many retail food locations as possible. Issues have been found and addressed.

Dr. Sullivan questioned if there exists a protocol for donations to food kitchens or shelters of food that would otherwise be lost. According to the Health Officer there is a limited timeframe of 4 hours wherein the food can be cooked and consumed. Once temps greater than 45 degrees are reached, the food is no longer viable. The Health Officer had mentioned in a previous meeting that he is involved with others in a non-emergency plan for food donation.

The Communicable Disease Investigator is working through a recent increase in cases of Cyclospora parasitic infections (usually associated with fresh fruits/vegetables/melons) 80 cases in NJ, part of a multistate outbreak. No exact determination as to the source of the contamination yet.

This year has shown a statewide Hepatitis A (usually food related) outbreak – 248 cases, with 4 to 5 cases in Monmouth County. Each case is considered a separate outbreak. The Health Officer described a potential rabies exposure that involved 3 area LHD jurisdictions. **The public must be reminded that Rabies is a deadly disease.** An explanation of the challenges faced by the staff associated with our designation as a state lab courier pickup location was given. The Health Officer and Office Coordinator are working with the attorney on a release statement which they feel is needed to protect MCRHC from undue responsibilities from incorrectly packaged or incorrectly recorded specimens. The Health Officer has attempted to provide the needed guidance in communications to vet hospitals, shelters and animal control divisions. Other possibilities to address the situation are fines or an Ordinance. Attorney Padula advised caution in regard to assuming responsibility by correcting errors.

HEALTH OFFICER'S REPORT (continued):

The Emergency Ops Public Health Annex copies requested from each of our towns are starting to come in. Once received, the Health Officer plans to work toward any updates/consolidations to create a uniform template laying out health department authorities and staff assignment expectations in emergency situations.

Vinnie Buttiglieri motioned to accept the Health Officer's Report as presented, seconded by Dr. Sullivan.

VOTE: Unanimous

CFO REPORT: Nothing to report other than the intended continuing analysis of VNA service details.

TREASURER'S REPORT:

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

BUDGET & FINANCE COMMITTEE:

Awaiting next meeting with CFO.

HUMAN RESOURCES COMMITTEE: No Report

AUDIT COMMITTEE: Work on the 2018 Audit to begin soon.

OPERATIONS COMMITTEE: No Report

GOVERNANCE COMMITTEE: No Report

VNA COMMITTEE: Vice-President Roman advised that his committee is working diligently with the CFO on a VNA proposal to be drawn up for the August 20, 2019 Commission meeting. Statistics for uncompensated care service data for each town will be presented. The goal of the agreement being worked on is expected to bring favorable results for the Commission. Upon full Commission review and approval, the results will be incorporated into the MCRHC's 2020 budget.

PRESIDENT'S REPORT: No Report

CONSENT AGENDA

Theresa Casagrande motioned to approve resolutions listed under the Consent Agenda with the exception of 2019-43 (Chapter 159) which would provide for budget amendment for a new item of revenue. CLEP grant monies have been determined, but cannot be utilized until contract between MCHD and MCRHC is voted on by the Commission this evening and fully executed.

The motion was seconded by Vice-President Roman.

Note: The CLEP Agreement and the LINC PHEP Agreement with MCHD were reviewed by Conflict Counsel Mark Kitrick.

Resolution 2019-42

(Approval of Sub Contract with MCHD for Childhood Lead Exposure Prevention Grant (eff. July 1, 2019 – June 30, 2020)

Resolution 2019-45

(Approval of Agreement with MCHD for Public Health Emergency Preparedness (eff. 7-1-19)

Resolution 2019-46

(Approval of payment of July monthly bills)

CONSENT AGENDA (continued):

ROLL CALL VOTE:

| | | | |
|---------------|-----|---------------------|-----|
| Brielle | Yes | Red Bank | Yes |
| Fair Haven | Yes | Sea Girt | Yes |
| Highlands | Yes | Shrewsbury Boro | Yes |
| Little Silver | Yes | Spring Lake | Yes |
| Ocean Twp | Yes | Spring Lake Heights | Yes |

VOTE: 10 Ayes, 0 Nay, 0 Abstain
Motion Carries.

ORDINANCES:

Discussion on MCRHC Ordinance 2019-2 (New Administrative Fees) included Commissioner Langenberger’s comments, Vice-President Roman’s comments and Tinton Falls comments (provided in an e-mail sent prior to the meeting) on behalf of their towns which did not support the proposed Ordinance. The Health Officer also provided his report on phone discussions he held with our current Contract Towns. Also, Red Bank had questions and was looking for additional information.

ORDINANCES (continued):

Commissioner statements:

These fees can appear to be of a punitive nature, should be alternatives to monetary sanctions.

The fees may not necessarily bring the desired result of increased Board meeting participation.

We DO want to send the message that this department and its leadership responsibility are an important function requiring support from its members.

Dr. Sullivan motioned for the Commission to introduce Ordinance 2019- 2: proposed Administrative fees for towns and non-meeting attendance. The motion for introduction was seconded by Theresa Casagrande.

ROLL CALL VOTE:

| | | | |
|---------------|-----|---------------------|-----|
| Brielle | No | Red Bank | No |
| Fair Haven | Yes | Sea Girt | No |
| Highlands | No | Shrewsbury Boro | No |
| Little Silver | Yes | Spring Lake | Yes |
| Ocean Twp | Yes | Spring Lake Heights | No |

VOTE: 4 Ayes, 6 Nays, 0 Abstain

Motion Defeated.

Moving past this vote, President Giles and the Health Officer along with the majority of the Commissioners present feel it would be mutually beneficial to continue individual dialogues with our towns to encourage membership and the appointment of both a Representative and an Alternate to bring the needed participation to the Board meeting table and open the flow of communication back to the town governance.

The Office Coordinator expressed the need for all Commission representatives to keep their towns updated about the meeting results (decisions made/challenges faced). She also agreed with Commissioner Casagrande that having either many different participants at too many different meetings could cause a lack of continuity in the comprehension or carrying out of ideas or decisions that move the business forward.

PUBLIC COMMENT PERIOD:

No Public present

OLD BUSINESS:

Resolution 2019-47

Authorization to Revise the Award of a Contract with Ken Walls for Lead Inspection Services

OLD BUSINESS (continued):

The Health Officer explained that the original contract award of \$9,000 approved per Resolution 2019-11 early in the year. That cap has been exceeded. This new contract brings the award threshold to \$17,000. The next CLEP Grant will be for the period of July 1, 2019 – June 30, 2020 and is in the amount of \$15, 232.00

Comment was made that 4 MCRHC REHS Staff members are now fully certified and 1 REHS is in the process of receiving his license. This will hopefully diminish the need for an outside Lead Inspector/Risk Assessor except in the case of the agreement with Middletown and Colts Neck.

Mary Anne Donahue motioned to adopt Resolution 2019-47, seconded by Bill Brunt, Jr.

ROLL CALL VOTE:

| | | | |
|---------------|-----|---------------------|-----|
| Brielle | Yes | Red Bank | Yes |
| Fair Haven | Yes | Sea Girt | Yes |
| Highlands | Yes | Shrewsbury Boro | Yes |
| Little Silver | Yes | Spring Lake | Yes |
| Ocean Twp | Yes | Spring Lake Heights | Yes |

VOTE: 10 Ayes, 0 Nay, 0 Abstain
Motion Carries.

The Commissioners were advised that Mr. Wall's \$17,000 allowance will be reimbursable by CLEP grant funds once they are received. The Health Officer is hoping not to reach this cap.

ACCREDITATION UPDATE: Per the Health Officer, there is no new update. We are waiting to hear from the Accreditation Board.

VNA CONTRACT UPDATE: Previously discussed.

NEW BUSINESS:

President Roman advised of the appointment of a new dental director for the state of NJ for the first time in decades.

President Giles reminded all present that the next Board meeting has been scheduled for Tuesday, August 20th (3rd Tuesday vs. 4th Tuesday).

There being no further business, the meeting adjourned at 7:12 pm on a motion by Vinnie Buttiglieri, seconded by Theresa Casagrande.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, AUGUST 20, 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