

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, October 22, 2019
(Open Session: 57 min. 50 sec.)

CALL TO ORDER:

President Giles called the meeting to order at 6:01 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 (arrived 6:05 pm), Fair Haven – Allyson Cinquegrana, Highlands – Bill Brunt, Jr., Little Silver – Dr. Tim Sullivan, Monmouth Beach – Joe Nardone, Rumson – Therese Wollman, Sea Girt – Jay Amberg (departed 7:03 pm), Shrewsbury Borough – Paul Roman, Spring Lake – Mary Anne Donahue, Spring Lake Heights – Dr. Len Giles

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

ABSENT:

Township of Ocean, Boro of Red Bank, Borough of Sea Bright, Boro of Tinton Falls, Boro of West Long Branch

OTHERS PRESENT:

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

President Giles introduced and welcomed Danielle Pantaleo, Esq., who will sit in for Attorney Padula this evening.

MINUTES OF LAST MEETING:

OPEN SESSION MINUTES:

Mary Anne Donahue motioned to approve the Open Session Minutes of September 24, 2019, seconded by Bill Brunt, Jr.

VOTE: Unanimous of those who were present. Fair Haven and Monmouth Beach abstained.

CLOSED SESSION MINUTES:

Dr. Sullivan motioned to approve the Closed Session Minutes of September 24, 2019, seconded by Mary Anne Donahue.

VOTE: Unanimous of those who were present.

COMMUNICATIONS:

Governor Murphy's \$10 million New Local Efficiency Achievement Program, will award the amount of \$150,000 to promote Shared Services in the State. The Health Officer has submitted four proposals. Distribution of the funding is to be determined.

The following reports were mentioned and will either be available in hard copy or emailed to our Administrators/Commission members.

Rutgers report: Overview of state coastal zone management policy to promote coastal resilience, a study of sea water rise is available. It is a huge document, but is available to towns for reference.

Report on Social determinants of health (ex. status of jobs, healthcare, etc.) focuses on the next level of public health areas. It is good information to have in conjunction with work on the public health component of Sustainable NJ

The Health Improvement Coalition of Monmouth County (HICMC) has provided a slide presentation update of the group's accomplishments with the CHA and the CHIP plans.

President Giles commented that the monthly Public Health Nurse Report should be reviewed noting that it is very interesting and descriptive as to what areas, populations and communications he becomes involved on a regular basis. The Health Officer commented that our Language Line is in use by the PHN as well as other staff to help deliver various public health services.

CLOSED SESSION: At 6:10 pm Bill Brunt motioned to enter Closed Session for the purpose of Contract Negotiations, seconded by Allyson Cinquegrana.

At 6:38 pm, Dr. Sullivan motioned to exit Closed Session, seconded by Therese Wollman.

CFO REPORT

2020 HEALTH SERVICES BUDGET Discussion

President Giles requested this topic be discussed at this point in the meeting to ensure all present would be able to hear it.

CFO Gallagher presented the following highlights:

CFO REPORT (continued)

HANDOUT: Draft Proposal for Discussion

REVENUE

Issues negatively affecting MCRHC within the past year

Loss of Highlands eff. 1-1-20

Loss of Tinton Landfill Agreement

Loss of fees received from Wall Township wells, pools and plan reviews.

On the plus side

Fees for vaccine administration from towns requesting Hepatitis B series administration for their First Responders

APPROPRIATIONS (Organizational Needs)

Purchase of new lead analyzer

Replacement of two fleet vehicles (via state contract lease)

Tuberculosis Direct Observe Therapy Case Costs expected to continue (Public Health Initiatives)

On the plus side

Slight decrease in employee pension payments due to several retirements

Lead cases to be handled in-house instead of being outsourced to a contractor

Hepatitis B vaccine purchase

The bottom line assessments can be viewed as a .17% overall increase, however reallocation of revenue deficits resulting from former Highlands and Tinton Falls landfill contract revenue will effect that figure once factored in.

*Possibility of a new town contract would affect 2020 budget favorably

A surplus amount of \$91,000 to be used in 2020 budget

The Health Officer noted in closing. The MCRHC staff remains very strongly dedicated to servicing our towns. The situation right now is that we are meeting minimum standards but are at a bare bones operation needed to stay compliant. A part-time REHS position has been included in the 2020 budget.

Budget Introduction is slated for the November meeting, with a Commission adoption vote to take place at the December 17th Commission meeting.

ACTIONS FOLLOWING CLOSED SESSION

Mary Anne Donahue motioned for the Health Officer to bring the Commission's proposal for 2020 contract services to the VNA, seconded by Vice-President Roman.

VOTE: Unanimous

Vice-President Roman motioned for the Health Officer to forward a proposal letter of the Township of Manalapan for a Public Health Services Contract, seconded by Dr. Sullivan

VOTE: Unanimous

VNA BUDGET ITEM:

Joe Nardone motioned to keep the \$500.00 per town fee assessment for VNA uncompensated care service in the 2020 proposed budget vs. any increased amount. The motion was seconded by Dr. Sullivan.

ROLL CALL VOTE:

Brielle	Yes	Rumson	Yes
Fair Haven	Yes	Sea Girt	Yes
Highlands	Yes	Shrewsbury Boro	No
Little Silver	Yes	Spring Lake	No
Monmouth Beach	Yes	Spring Lake Heights	Yes

VOTE: 8 Ayes, 2 Nays, 0 Abstain
Motion Carries.

HEALTH OFFICER'S REPORT:

The October Health Officer's Corner (reflecting September 2019 activity) is available in tonight's folders and is posted on our website. Also e-mailed to the Commissioners the September 2019 Conferences & Meetings, the September 2019 CDRSS Report, and the monthly PHN Report.

SAGE

The Health Officer is making use of the State Grant Online System which allows this department to independently apply for grant opportunities (ex. lead) vs. being under the umbrella of the County (MCHD) as a sub-grantee

CLEP

MCRHC is working on a two-fold approach by way of Lead Poisoning prevention grant activities 1) the Health Educator is communicating with area pediatricians to promote lead testing and 2) blood lead level testing is separately being planned in conjunction with our in-house immunization clinics. Per the Health Officer we are averaging 15 lead cases a year.

Vaping

The State is still deciding what role LHDs will play in response to adverse effects. There are 1500 reports of illness with 33 deaths, one of those being a NJ teen. Research by Mr. Henry to find sample/template ordinances to ban vaping products on an individual town basis has not produced any usable tools.

Mr. Henry has asked our attorney's office to keep an eye out for any such documents, as nothing has yet been produced from the NJDOH.

The Health Officer has shared a review of the results of 2018 opioid overdose with President Giles. These statistics can also be shared with all of our towns and Commissioners to show where we stand on the crisis in Monmouth County.

HEALTH OFFICER REPORT (continued)

NJ Population Summit

The Health Officer and Vice-President Roman attended this meeting on health equity and addressing some public health advocacy issues. Topics/issues can be used toward possible Accreditation focused Strategic Plan Ideas/Goals.

Cottage Food Bill (Home Baker's Bill)

The Health Officer reported this looks like it will pass at some point by the State legislature State laws will override local/town ordinances now in place
Up to \$50,000 in product can be made, but no sales to/from brick and mortar stores - TAPE
\$300.00 is the proposed fee for certification by the LHD once passed
Health Department staff cannot legally enter homes at this point. It is not known what regulations will come into play.
No real data to show evidence of illnesses occurring from the public' consumption of non-hazardous home baked goods in other states

Federally Qualified Health Centers (FQHC)

The Health Officer is working on a grant for these facilities in Monmouth and Ocean County to address a gap of approximately 100,000-200,000 children found not receiving access to appropriate health services.

Lead Analyzer

The Health Officer amended a previous email notice of a plan to lease the needed lead paint analyzer. He advised the CFO recommends the Commission purchase this item.

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

VOTE: Unanimous

CFO REPORT: Provided tonight as the Budget discussion and overview

TREASURER'S REPORT:

Report was previously distributed by e-mail. The Statement of Accounts is for period ending September 30, 2019 and was accepted as presented.

BUDGET & FINANCE COMMITTEE: A meeting of the Committee was held just prior to this evening's Regular Commission meeting.

HUMAN RESOURCES COMMITTEE: Chair Vinnie Buttiglieri plans to arrange a meeting of the Committee in the next few weeks.

OPERATIONS COMMITTEE: No Report

GOVERNANCE COMMITTEE: The draft of a proposed revision of the Commission Policy Manual forwarded to the Committee is under review.

AUDIT COMMITTEE: 2018 Audit is very close to completion. The CFO is waiting for Suplee, Clooney's report to present at the November 2019 meeting.

VNA COMMITTEE: Contract discussion was held in Closed Session.

PRESIDENT'S REPORT:

(HANDOUTS) Vice-President Roman handed out two communications:

NJDOH newsletter 4 page extract of particularly important information

NJLBOH Newsletter (previously e-mailed) with annual Public Health award nominations for upcoming awards dinner.

President Giles remarked that his Board of Health looks forward to the next MCRHC Newsletter.

RESOLUTIONS - CONSENT AGENDA

Vice-President Roman questioned an invoice in the amount of \$1520.00 for our contract Lead inspector/Risk Assessor's visits to residences under lead inspection investigation. The majority of the 26 visits were to one residence in Ocean Township. It was difficult for the Commission members to understand why so many visits would happen prior to health department action in the form of a Notice of Violation or social service intervention. We are the enforcement agency. It is the landlord or homeowner's responsibility to carry out any remediation necessary. They suggested an internal protocol or tracking procedure be developed and adhered to in order to avoid excessive costs to our department.

The Health Officer responded that retesting of a child's lead level occurs every 3 months and the contractor had been attempting to work with the family in this situation and mentioned that Court time resulting from enforcement can also be time consuming. The Health Officer stated he has advised the contractor no further funding exists at this time for him to continue with any lead investigation cases. His specified contract limit was reached. He stated that the MCRHC REHS staff will be handling all lead cases for the remainder of the year.

Bill Brunt motioned to approve the 1 resolution listed under the Consent Agenda. The motion was seconded by Mary Anne Donahue.

CONSENT AGENDA (continued)

Resolution 2019-53 (Approval for Payment of Monthly Bills –October)

ROLL CALL VOTE:

Brielle	Yes	Rumson	Yes
Fair Haven	Yes	Sea Girt	departed prior to vote
Highlands	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes

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

ORDINANCES: None at this time

PUBLIC COMMENT: No Public Present

OLD BUSINESS:

Contract Town Status Update

In order to realign with the state statute:

The Health Officer will forward a letter to all current contract towns informing their Administrators they will all carry membership status as of January 2020 as there are no differences in the services they are and have always been provided. They will have the obligation to send a Commission representative and Alternate to attend MCRHC Monthly Board meetings giving them a voting voice.

Draft letters to the current MCRHC contract towns (Allenhurst, Deal, Interlaken, Loch Arbour and Middletown) were prepared by the Health Officer and previously forwarded by e-mail for Commissioner review.

Vice-President Roman motioned to approve the letters confirming that state's statute and inviting the five towns to appoint a Representative and Alternate to sit at the monthly Commission table and carry out the business of the MCRHC. The motion was seconded by Dr. Sullivan.

VOTE: Unanimous

Accreditation Project Update

Accreditation Action Plan steps are being continued.

NEW BUSINESS

VNA Contract

This item was earlier discussed in Closed Session.

Communicable Disease Grant Application Approval Request

The health Officer has not heard anything on the Communicable Disease Grant that the Commission approved him to apply for at the September 24th meeting. The grant would be for the purpose of building up Communicable Disease outbreak response capacity at the LHD level.

2020 Health Services Budget

This item was discussed earlier in the meeting.

2018 Annual Report

The Health Officer is compiling this document.

There being no further business, the meeting adjourned at 7:27 pm on a motion by Dr. Sullivan, seconded by Allyson Cinquegrana.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on *Monday, November 18, 2019, 2019 at 5:30 P.M. at the Regional's headquarters located at American Red Cross building 1540 West Park Avenue – Suite # 1, Tinton Falls, New Jersey.

*meeting date change to be forwarded to legal newspapers

Respectfully submitted,

Heather L. Frketich

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Office Coordinator/Commission Secretary

Reviewed by

David A. Henry

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HEALTH OFFICER