

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, October 27, 2020
(Open Session: 1 hr. 29 min. 30 min 37 sec.)

CALL TO ORDER:

President Giles called the meeting to order at 11:36 a.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 (Remote except for President and Vice-President)

Allenhurst – Donna Campagna, Deal - Stephen Carasia, Fair Haven – Theresa Casagrande, Little Silver – Dr. Tim Sullivan, Loch Arbour – Marilyn Simons, Ocean Twp. – Vinnie Buttiglieri, Rumson – Therese Wollman, Sea Bright – Dr. Meg Fisher (departed 1:14 pm), Sea Girt – Diane Anthony, Shrewsbury Boro – Paul Roman (attending in person), Spring Lake – Mary Anne Donahue, Spring Lake Heights – Dr. Len Giles (attending in person), West Long Branch – Stephanie Dollinger

Upon completion of the roll call, the Secretary reported that 13 members were present.

ABSENT:

Boro of Brielle, Boro of Interlaken, Township of Middletown, Boro of Monmouth Beach, Boro of Tinton Falls

OTHERS PRESENT:

David A. Henry, Health Officer (attending in person), Bruce Padula, Esq., (remote), Stephen Gallagher, CFO, Heather Frketich, Commission Secretary/Office Coordinator (attending in person), Bryan Dempsey Spring Lake Administrator, Tom Rogers, Rumson Administrator

PUBLIC COMMENT PERIOD:

Public Comment Period
(Notification to phone in posted on Agenda)

MINUTES OF LAST MEETING:

***September 22, 2020 Regular Meeting**

MINUTES (continued)

OPEN SESSION:

1 minor correction: On pg. 4; 2nd paragraph Vice-President Roman made a statement that was recorded as President Roman.

Vinnie Buttiglieri motioned to approve the Open Session Minutes of September 22, 2020, seconded by Theresa Casagrande.

VOTE: Unanimous by those who were in attendance.

CLOSED SESSION:

1 minor correction: Time entered Closed Session was 11:41 am, not 12:41 pm.

Dr. Sullivan motioned to approve the Closed Session Minutes of September 22, 2020, seconded by Theresa Casagrande.

VOTE: Unanimous by those who were in attendance.

RESOLUTION 2020-51

Approval to pay October 2020 Bills in the amount of \$ **140,603.31**

Mary Anne Donahue motioned to approve Resolution 2020-51, seconded by Stephanie Dollinger.

ROLL CALL VOTE:

Allenhurst	Yes		
Deal	Yes	Sea Bright	Yes
Fair Haven	Yes	Sea Girt	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Loch Arbour	Yes	Spring Lake	Yes
Ocean Twp.	Yes	Spring Lake Heights	Yes
Rumson	Yes	West Long Branch	Yes

VOTE: 13 Ayes, 0 Nay, 0 Abstain
Motion Carries.

COMMUNICATIONS:

None

HEALTH OFFICER REPORT

The September 2020 Conferences & Meetings & Professional Trainings, the September, the October Health Officer's Report, CDRSS Report, the PHN Monthly Report and the monthly financials were previously mailed/e-mailed.

HEALTH OFFICER'S UPDATE:

Weekly Health Officer MCRHC Teleconferences with Mayors/Administrators/Municipal Staffs and Community members continue.

The Health Officer reports:

Monmouth University's outbreak in cases also seen in surrounding towns is trending downward. 20% positivity reached is now closer to 4%. Student and staff quarantines continue.

Testing at the University involved outside nursing support, the receipt of state health department test kits, MCRHC staff registering students and NJDOH contact tracing support. Thank you to West Long Branch Administrator/MCRHC Commissioner Dollinger and Councilman Cioffi for their help.

The MCRHC is working with schools from all covered towns 7 days a week.

The MCRHC in partnership with VNA will host a Free Covid-19 Mobile Testing Clinic on Friday, November 6, 2020 from 8:30 am – 12 noon. An announcement flyer to be forwarded when ready.

MCRHC will be involved in county clinic planning for Covid-19 vaccine distribution. Meetings have begun.

The state has 400,000 doses of influenza vaccine from the Federal government for distribution as needed. We do not seem to be in need of further doses from the requests received so far.

Some 2021 Budget items on the Health Officer's discussion list include a continuing CLEP grant, current NJACCHO grant, future Communicable Disease grant details, REHS staffing requirements, town proposal(s), and \$20,000 in cuts identified from current budget and continued searches for any state and federal funding availability.

The Health Officer advised that staff monthly reporting will be evenly spaced over the November/December meeting timeframes.

A NJDOH Strengthening Local Health Capacity Grant in the amount of \$142,236 geared toward the COVID-19 health needs of vulnerable populations is being offered. Application deadline is November 9th. Hire of a full-time Vulnerable Populations Outreach Coordinator I (VOPC) will aid in reimbursing onsite operations.

HEALTH OFFICER'S UPDATE (continued)

The Health Officer was notified we were successful in receiving a first lead grant on our own. The plan is to partner with an outside firm to do blood lead testing for an administrative fee.

The Department of Community Affairs FEMA reimbursement deadline is 11/6.

Dr. Fisher asked if MCRHC plans to be a provider of COVID-19 vaccine. We have NJIS accounts in place as we are a VFC/VFA provider. There is a deep freezer at the County to store the supply, although manufacturers reporting a 10 day shelf life. Clinics to be "regional" in collaboration with the MCHD.

Health Officer will share the link for the vaccine program plan with Commissioners / mid to late 2021 timeline

Dr. Fisher motioned to approve the Health Officer's Report, seconded by Dr. Sullivan.

VOTE: Unanimous

CLOSED SESSION:

N/A

At this point, President Giles requested to address the Budget and Finance Committee report next. There were no objections to the agenda change.

BUDGET & FINANCE COMMITTEE:

An intro to MCRHC proposed 2021 town assessment method was presented at the September meeting. President Giles received multiple comments that were not positive. The CFO was requested to revise this method using a different variation to mitigate any extreme changes.

There has not yet been time to distribute the revised methodology to Commission members and town administrators/CFOs. President Giles and CFO Gallagher explained the goal for a blended assessment as a positive move with a lesser impact. The CFO's proposal continues to involve stretching any considerable assessment changes over a 3 year period whether a town is receiving an increase or decrease. President Giles stated that our towns have many different metrics. Theresa Casagrande advised the need to consider that we are in pandemic times vs. normal times.

Mr. Gallagher, CFO then presented an illustration of the new calculations.

BUDGET & FINANCE COMMITTEE (continued)

Bryan Dempsey, Spring Lake Administrator, Stephen Carasia, Deal Administrator and Tom Rogers, Rumson Administrator were present via Zoom and expressed their strong feelings on the matter. The Regional was originally set up to make health services cost effective for members. None of their towns are heavy users. Actual costs should be the basis for costs, not an attempt to equalize to other public entities. Advised a step back from this pending change to rethink the responsibility to taxpayers.

A lesser number of towns will equal a much higher cost for members. To become more competitive, look at the possibility of farming out some services or adding other needed services.

A serious look needs to be taken at contract legalities: financial wording, duration, and the responsibilities/future liabilities of Commission members. Comments on contract legalities will be researched by Attorney Padula at the request of the Commission.

Vice- President Roman thanked all for their discussion and urged the Administrators to come to the table with their input to work toward modification and requested a little further time to work toward a better budget design. This does not need to be the final word. Administrator Dempsey agreed to submit his inquiry in writing.

Commissioner Casagrande described the situation at a crossroads, however stated that further breaking down of the Commission would not necessarily be in the best interest during a pandemic and that unanticipated pandemic service workloads should be considered versus workloads at non-pandemic times. Shared services are still the best idea.

The CFO assessments = \$200,000 overall cut in expenses
The Health Officer has identified \$280,000 of cuts.

Commissioner Dollinger suggested it was in the best interest of the Commission members and towns they represent to know what cuts are proposed. The Health Officer's response was we still need to deliver public health services with the towns' best interests at the forefront. Implications were made that the budget cuts would not affect our ability to keep to the practice standards.

The Commission requested a side by side analysis of the 2020 and 2021 budget lines. As the 2021 proposed budget is not yet ready, it was decided that the last several years' worth of budgets 2018, 2019 and 2020 would be forwarded along with today's worksheet being discussed to the town administrators.

No rash decisions. Grants funds are continually sought to help. A brief discussion was held concerning what grants/relief the County or individual municipalities are eligible for (DCA funds/CARES Act) in relation to what funds a health commission can apply for: definition of a "local unit". Further pursuit of this issue is planned per Vice-President Roman.

Theresa Casagrande asked if a state division or outside entity could review the MCRHC operation. Response was possibly the DCA/Division of Local Government Services.
BUDGET & FINANCE COMMITTEE (continued)

There will be no vote today. An invite to next week's Budget & Finance Committee with 2018, 2019 and 2020 budgets will be emailed out along with the assessment methodology previewed at this meeting.

TREASURER'S REPORT:

The Statement of Accounts for period ending September 30, 2020 was previously emailed.

The Treasurer's Report was accepted as presented.

HUMAN RESOURCES COMMITTEE

No Report

GOVERNANCE COMMITTEE:

No updates on the Policy Manual proposed revisions.

OPERATIONS COMMITTEE:

No Report

AUDIT COMMITTEE:

No update on 2019 audit. It is in process.

CONSENT AGENDA:

RESOLUTION 2020-50

Amend Budget for New Item of Revenue/Appropriation (CLEP) in the amount of \$2,374.00

RESOLUTION 2020-53

MCRHC/Manalapan MPHC 2 year Contract Renewal 12/1/20 to 11/30/22

Vice-President Roman motioned to approve the Consent Agenda (2 resolutions), seconded by Dr. Sullivan.

ROLL CALL VOTE:

Allenhurst	Yes	Sea Bright	Departed
Deal	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Borough	Yes
Little Silver	Yes	Spring Lake	Yes
Loch Arbour	Yes	Spring Lake Heights	Yes
Ocean Twp.	Yes	West Long Branch	Yes
Rumson	Yes		

VOTE: 12 Ayes, 0 Nay, 0 Abstain

Motion Carries.

PRESIDENT'S REPORT

No Report

ORDINANCES:

No Pending Readings, Introductions or Adoptions

Schedule A (Private stock vaccine updated pricing) was distributed for Commissioner review.

OLD BUSINESS:

ACCREDITATION: Due to the current extenuating public health circumstances, the Public Health Accreditation Board (PHAB) has granted an extension deadline to September 2021.

MCRHC VEHICLES - Per the first step of the MCRHC Sale of Capital Property protocol, two MCRHC vehicles have been offered for sale to our towns. The vehicles offered are a 2008 Ford Fusion and a 2010 Chevy Impala. Some interest has been expressed. Per the Health Officer, price is being negotiated. Resolution 2020-46 remains on hold.

NEW BUSINESS:

Resolution 2020-54

Proposed Answering Service Implementation- The Health Officer presented documentation related to the cost of an answering service provider. \$375.00/month.

Purpose would be to relieve HO from overnight calls.

Commission consensus: Calls should not be received unless extreme emergency which would be directed to the police. Let's change procedure prior to adding an expense. A clearer directive can be recorded on the MCRHC after hours voicemail in an effort to curb the calls.

Childhood Lead Exposure Prevention Grant Application 10/1/20 to 6/30/21

GENERAL COMMENTS:

There being no further business, the meeting adjourned at 1:07 pm on a motion by Stephanie Dollinger, seconded by Mary Anne Donahue.

VOTE: Unanimous

Next Regular Meeting of the MCRHC No.1 Commission will be held via Zoom on Tuesday, NOVEMBER 10, 2020 at (11:30 A.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