

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, November 10, 2020  
(Open Session: 49 min, 54 sec)

CALL TO ORDER:

President Giles called the meeting to order at 11:32 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 – Stephanie Keenan, Loch Arbour – Marilyn Simons, Rumson – Therese Wollman, 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 11 members were present.

ABSENT:

Boro of Brielle, Boro of Interlaken, Township of Middletown, Boro of Monmouth Beach, Township of Ocean, Boro of Sea Bright, Boro of Tinton Falls

OTHERS PRESENT:

David A. Henry, Health Officer (attending in person), Bruce Padula, Esq., (remote), Stephen Gallagher, CFO (remote), Heather Frketich, Commission Secretary/Office Coordinator (attending in person), Lorraine Carafa, Sea Girt Administrator

PUBLIC COMMENT PERIOD:

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

MINUTES OF LAST MEETING:

**\*October 27, 2020 Regular Meeting**

MINUTES (continued)

OPEN SESSION:

1 correction: On pg. 6; under Consent Agenda, Resolution 2020-53 was added in as it was voted on as part of the Consent Agenda.

Stephanie Dollinger motioned to approve the Open Session Minutes of October 27, 2020, seconded by Mary Anne Donahue.

VOTE: Unanimous by those who were in attendance.

**RESOLUTION 2020-56**

Approval to pay November 2020 Bills in the amount of \$ **120,531.67**

Mary Anne Donahue motioned to approve Resolution 2020-56, seconded by Theresa Casagrande.

ROLL CALL VOTE:

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

VOTE: 11 Ayes, 0 Nay, 0 Abstain  
Motion Carries.

COMMUNICATIONS:

None

HEALTH OFFICER REPORT

Monthly staff reporting will be mailed/e-mailed prior to Thanksgiving, due to the very short time between the October and November Board Meetings.

Vice-President Roman mentioned that VNA Quarterly Reports of service statistics by town were emailed and invited any questions to be directed to the Health Officer or him.

HEALTH OFFICER'S UPDATE:

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

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

Continued searches for any state and federal funding availability.

The Health Officer reports:

VNA performed COVID-19 testing on Friday, November 6<sup>th</sup> outside of the MCRHC office. Over 100 tests were given. Thanks to Christopher Rinn and the nurses for this successful clinic. The Health Officer hopes plan more testing at our location in the coming months.

11/28

The Health Officer to be a panel speaker at Rutgers on Health Disparities and Covid.

11/9

Health Officer participated in a Covid webinar at Red Bank A.M.E.Z. Church, Shrewsbury Ave.

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 16<sup>th</sup>.

Essential components are

- 1) Designate/Hire of a full-time Vulnerable Populations Outreach Coordinator I (VOPC) will aid in reimbursing onsite operations.
- 2) Prepare contract with Health Educator (\$50.00 @ 7500.00)
- 3) Shared Service contracts with Colts Neck and Manalapan to utilize funding they received to meet the needs of their municipalities.

Commissioner Casagrande understood the quickly approaching deadline but expressed concern about vote on documents not drafted. Would like wording to reflect "provide services as per grant and "subject to legal review and President's review". Per the Health Officer, Grants need state approval, Commission approval and attorney review.

In response to an inquiry, the health education provided will be primarily in English, but both access to the Language Line and State Health Department will be resources for other language options.

A motion to authorize Health Officer to post the VOPC enter into contract agreements with Colts Neck, Manalapan, Health Educator was made by President Roman and seconded by Diane Anthony.

HEALTH OFFICER'S UPDATE (continued)

ROLL CALL VOTE:

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

VOTE: 11 Ayes, 0 Nay, 0 Abstain  
Motion Carries.

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

VOTE: Unanimous

CLOSED SESSION:

N/A

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

BUDGET & FINANCE COMMITTEE:

An intro to a newly proposed MCRHC 2021 town assessment method was presented at the September meeting and due to town input, additional changes in calculations over the past weeks. President Giles began this evening's continuing discussion, by stating the 2 options for town assessment methodology to date:

- 1) Keep with the traditional method
- 2) Work with a recently calculated hybrid method using a parameter to keep all fees under with wider ranging assessments

Mr. Gallagher, CFO then presented an overview and illustration of the new calculations and the latest worksheet which based on our current assessment methodology of population and weighted workload which has been in place for many years.

This allows for an overall increase of 2%, some less or just slightly more with approximately \$155,000 cuts. Middletown Township's calculation reflects their consortium nursing usage.

In regard to previously announced cuts, one REHS staff member will be retained and 1 REHS staff member will be kept on in a different capacity primarily performing grant work. Other cuts detailed previously to the Commission remain.

## BUDGET & FINANCE COMMITTEE (continued)

The Health Officer remarked that posting of the VOPC positions will be done as a formality. Theresa Casagrande stated that Human Resource decisions are handled as separately from the budget by the Commission.

A discussion about the NJ Department of Community Affairs (DCA) Cares Act followed. These funds provide reimbursement of Covid related expenses to municipalities. Historically, Regional Health Commissions have not been considered by DCA attorneys to be legally entitled to such funds. This practice has and is being debated. Vice-President Roman referred to the issue as an age old problem that Regionals have not been recognized as a local government unit. The Health Officer discussed current appeal.

Donna Campagna asked if all 6 NJ Regional Health Commissions were working together and contributed to the discussion of possible ways to have this financial support to towns work for the benefit of the Commission. The CFO added the comment that even towns have restrictions with what can be reimbursed. Ex. Loss of revenues is ineligible.

The CFO explained that an individual municipality's direct expenses above and beyond normal expenses are reimbursable. Health Commission work is considered indirect expense to a town, but it needs to be argued that there are a lot more 2020 expenses due to Covid. Our quarterly fees paid by the towns are considered normal expense.

In summary, any change to protocol will need to be made at the state level.

Theresa Casagrande supported no assessment model change at this point. Contractual considerations were taken into account with the decision to stay with the traditional allocation for the 2021 budget year. A good faith effort was needed to avoid a last minute redo.

Vice-President Roman concurred. State grant funds coming in to local health departments allow for adjustments favorable to the towns. Mary Ann Donahue also agreed it is the best choice to stay with the current method.

Stephen Carasia asked what situation would result if grants we count on become unavailable. The Health Officer responded that both the lead and VOPC Strengthening LPH grants are being provided for 2 years.

Theresa Casagrande motioned keep our current methodology for town assessment in the 2021 budget, seconded by Vice-President Roman.

BUDGET & FINANCE COMMITTEE (continued)

ROLL CALL VOTE:

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

VOTE: 11 Ayes, 0 Nay, 0 Abstain  
Motion Carries.

Thanks to President Giles, the Budget & Finance Committee and CFO for the great amount of time and effort put forth at a very critical time.

President Giles thanked all town officials for their discussion. Going forward we will continue to look toward a new budget calculation with our Town Administrator/Town CFO input.

Next step: The 2021 proposed Health Services Budget will be forwarded as soon as possible to both our Town Administrators and Commissioners. Please contact Steve Gallagher directly with any questions. We urge all to attend in December for the Budget adoption vote.

TREASURER'S REPORT:

The Statement of Accounts for period ending October 31, 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 further office security quotes.

AUDIT COMMITTEE:

2019 audit is in process.

CONSENT AGENDA:

Stephanie Dollinger motioned to approve the Consent Agenda (3 resolutions), seconded by Mary Anne Donahue.

**RESOLUTION 2020-55**

Amend Budget for New Item of Revenue/Appropriation (CLEP) in the amount of \$207,665.00 Childhood Lead Exposure Prevention Grant Application 10/1/20 to 6/30/21

**RESOLUTION 2020-58**

Authorize Lead Inspector/Risk Assessor Contract (MCRHC & Colts Neck) – Coastal Inspection Services, LLC not to exceed \$8,000 or 200 hours.  
10/1/20 – 6/30/21

**RESOLUTION 2020-59**

Accept Strengthening LPH Capacity & VOPC Coordinator in the amount of \$142,236.00  
12/1/20 – 6/30/31

ROLL CALL VOTE:

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

VOTE: 11 Ayes, 0 Nay, 0 Abstain  
Motion Carries.

NEW BUSINESS:

**RESOLUTION 2020-60** – waiting award confirmation documentation – Deferred to December meeting.

PRESIDENT’S REPORT

No Report

ORDINANCES:

No Pending Readings, Introductions or Adoptions

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 - Two MCRHC vehicles have been offered for sale to our towns: 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.

**RESOLUTION 2020-54**

Answering Service Provider – HOLD

A draft MCRHC **COVID SAFE COMMUNITY PLEDGE** was distributed via email. The Health Officer, President and Vice-President are looking for Commission support of this pledge stating a basic continuing commitment to each other that we intend to carry on with Covid-safe practices.

Theresa Casagrande motioned for MCRHC to adopt the pledge to share with our towns for further sharing to their residents. The motion was seconded by Vice-President Roman.

VOTE: Unanimous

GENERAL COMMENTS:

There being no further business, the meeting adjourned at 12:23 pm on a motion by Theresa Casagrande, seconded by Mary Anne Donahue.

VOTE: Unanimous

**Next Regular Meeting of the MCRHC No.1 Commission will be held via Zoom on Tuesday, DECEMBER 15, 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*

---

COMMISSION SECRETARY

Reviewed by

*David A. Henry*

---

David A. Henry  
HEALTH OFFICER