



MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

RE-ORGANIZATION/REGULAR MEETING

Tuesday, January 24, 2023

CALL TO ORDER:

President Giles called the meeting to order at 11:35 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

Allenhurst – Donna Campagna, Deal - Stephen Carasia, Fair Haven – Theresa Casagrande, Monmouth Beach – Larry Bolsch, Rumson – Tom Rogers, Sea Bright – Paul Roman, Sea Girt – Diane Anthony, Spring Lake – Bryan Dempsey, Spring Lake Heights – Dr. Len Giles

Upon completion of the roll call, the Secretary reported that 9 members were present.

ABSENT:

Brielle – Denise Murphy, Interlaken – Lori Reibrich, Loch Arbour – Marilyn Simons

OTHERS PRESENT:

Nick DelGaudio Esq (remote), Gail Krzyzyczuk, CFO (remote), Dave Kologinsky, Temp HO, Marita Kresge, Commission Secretary/Office Coordinator, Dominick Astino, Interim Supervisor, Peg Huie

ELECTIONS:

Meeting adjourned Sine Die with the Interim Supervisor opening the 2023 elections:

OFFICE OF PRESIDENT:

Theresa Casagrande motioned to nominate Dr. Len Giles for President, seconded by Bryan Dempsey of Spring Lake.

No other nominations were made.

Voice Vote: Unanimous 0 Opposed 0 Abstained

Dr. Len Giles is re-elected Commission President.

OFFICE OF VICE-PRESIDENT

President Giles nominated Theresa Casagrande for Vice President, seconded by Tom Rogers of Rumson.

Approved Minutes of January 24, 2023

Diane Anthony of Sea Girt nominated Paul Roman for Vice President, seconded by Paul Roman of Sea Bright.

Having two nominates, a roll call vote was called for.

Theresa Casagrande for Vice President.

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	No
Fair Haven	Yes	Sea Bright	No
Monmouth Beach	Yes	Spring Lake	Yes
		Spring Lake Hts	Yes

Motion carried to elect Theresa Casagrande Vice President of the MCRHC Commission Board.

OFFICE OF TREASURER

President Giles made a motion to nominate Larry Bolsch for Treasurer, seconded by Paul Roman
No other nominations were made.

Voice Vote: Unanimous 0 Opposed 0 Abstained

Larry Bolsch elected Treasurer.

(Agenda items 6-8 were grouped together for expediency of this meeting).

APPOINTMENT OF SECRETARY – Marita Kresge 2022 Commission Secretary

APPOINTMENT OF SECRETARY PRO TEM – The Attorney (Bruce Padula or associate) , or Dominick Astino, Interim Supervisor.

APPOINTMENT OF PROFESSIONAL STAFF 2023

TEMPORARY HEALTH OFFICER Dave Kologinsky

CHIEF FINANCIAL OFFICER Gail Krzyzczuk

PUBLIC HEALTH NURSE MANAGER B. Reed-Stanislaus

PRINCIPAL REHS D. Astino
REHS-2 G. Hawriluk

COMMUNICABLE DISEASE CASE INVESTIGATOR A. Lafferty

OFFICE COORDINATOR/COMMISSION SECRETARY M. Kresge

ACCOUNTING CLERK /PAYROLL MANAGER M. Kresge

F/T VPOC (Grant) P. Huie
F/T VPOC CVG (Grant) G. Inofinada

Paul Roman of Sea Bright made the motion to accept these appointments, seconded by Theresa Casagrande of Fair Haven.

Voice Vote: Unanimous 0 Opposed 0 Abstained

COMMITTEE APPOINTMENTS:

President Len Giles has appointed the following committees.

Budget and Finance:

Chair: Tom Rogers

Members: Brian Dempsey, Donna Campagna, Larry Bolsch, and President Giles (ex-officio)

Human Resources:

Chair: Diane Anthony

Members: Marilyn Simons, Tom Rogers, Brian Dempsey, and President Giles (ex-officio)

Operations:

Chair: Diane Anthony

Members: Stephen Carasia, Denise Murphy

Audit:

Chair: Larry Bolsch,

Members: Paul Roman, Gail Krzyzczuk (ex-officio)

Governance:

Chair: Paul Roman

Members, President Giles, Lori Reibrich

President Giles thanks all Commissioners for their commitment and participation in these committees.

CONSENT AGENDA BEGINS

Resolutions 2-18

NOTE: Resolutions were prepared for the positions of Legal Counsel, Conflict Counsel . These resolutions refer to appointment by the Non-Fair and Open Process in accordance with NJ Pay to Play.

The Commission is entitled to approve both the appointment documents and the actual contracts.

Resolution 2023-2

Cleary, Jacobbe, Alfieri, Jacobs as Legal Counsel w/o retainer (General & Labor) Calendar Year 2022 use reference of \$18,000

Resolution 2023-3

King, Kitrick, Jackson & McWeeney Legal Counsel w/o retainer (Conflict) – Calendar Year use reference of \$9,600.00

Resolution 2023-4

Contract for Accounting Services Samuel Klein in the amount of \$7,500.00

Resolution 2023 5

Depository of Funds - Valley National Bank is the MCRHC Primary Depository of Funds for Calendar Year 2023

Resolution 2023-6

NEWSPAPERS FOR LEGAL AND SUNSHINE LAW NOTIFICATIONS Calendar Year 2023

ASBURY PARK PRESS as the newspaper for all MCRHC business notices (legal and sunshine law), and the Star Ledger for the secondary submission of Sunshine Law notifications.

Resolution 2023-7

2023 MCRHC Meeting Dates, Times and Location

Resolution 2023-8

WEBSITE CONTRACT RENEWAL: Calendar Year 2023
City Connections, LLC, at a cost not to exceed \$

Resolution 2023-9

IT SUPPORT CONTRACT RENEWAL: Calendar Year 2023
Inter-Networx, LLC with a cost not to exceed \$6,800.00

Resolution 2023-10

OFFICE CLEANING SERVICE: Calendar Year 202
Master Maintenance of Red Bank with a monthly cost of \$417.92, plus \$100.00 for additional cleaning of Storage room floor when needed.

Resolution 2023-11

Cash Management Plan – Calendar Year 202
Relating to the MCRHC Cash Management Plan (investment governance) validated by CFO Gail Krzyzczuk.

Resolution 2023-12

Edmunds Financial Software – Calendar Year 2023
Agreement with Edmunds and Associates to provide software maintenance and support of the automated finance system in the amount of \$ 5,687.92

Resolution 2023-13

Authorizing Bill Payment in Absence of a Monthly Quorum

Resolution 2023-14

Language Line Services 2023 (\$1.70/min.)

Resolution 2023-15

Dr. John Shuster, DVM for Licensed veterinary services for Rabies Vaccination Clinics within our jurisdiction at a rate of \$175.00 per hour

Resolution 2023- 16

Dr. Marilyn Sain, DVM for Licensed veterinary services for Rabies Vaccination Clinics within our jurisdiction at a rate of \$175.00 per hour

Resolution 2023-17

Occupational Health Services
Agreement with Robert Wood Johnson Barnabas Health Corporate Care at Monmouth Medical Center for the review of medical evaluation questionnaires (\$21.00) and for respiratory fit testing and pulmonary function tests (\$47.00)

Resolution 2023-18

Appointment of Dr. Robert Morgan as Associate Medical Director for 2023

Commissioner Diane Anthony of Sea Girt motioned to adopt Resolutions 2023-2 through 2023-18 seconded by Paul Roman of Sea Bright.

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	No
Fair Haven	Yes	Sea Bright	No
Monmouth Beach	Yes	Spring Lake	Yes
		Spring Lake Hts	Yes

VOTE: 9 Ayes, 0 Nay, 0 Abstain

CONSENT AGENDA ENDS

Adjournment of Re-Organization Meeting & Opening of Regular Meeting

MINUTES OF LAST MEETINGS:

OPEN SESSION – December 20, 2022

Bryan Dempsey of Spring Lake motioned to approve the Open Session minutes of December 20, 2022, seconded by Donna Campagna of Allenhurst.

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	Abstain
Fair Haven	Abstain	Sea Bright	Yes
Monmouth Beach	Yes	Spring Lake	Yes
		Spring Lake Hts	Yes

VOTE: 7 Ayes, 0 Nay, 2 Abstain

CLOSED SESSION – DECEMBER 20, 2022

Bryan Dempsey of Spring Lake motioned to approve the Closed Session minutes of December 20, 2022, seconded by Tom Rogers of Rumson.

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	Abstain
Fair Haven	Abstain	Sea Bright	Yes
Monmouth Beach	Yes	Spring Lake	Yes
		Spring Lake Hts	Yes

VOTE: 7 Ayes, 0 Nay, 2 Abstain

SPECIAL MEETING – JANUARY 17, 2023

Tom Rogers motioned to approve the Open Session minutes of January 17, 2023, seconded Bryan Dempsey of Spring Lake.

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	Yes
Fair Haven	Abstain	Sea Bright	Yes
Monmouth Beach	Abstain	Spring Lake	Yes
		Spring Lake Hts	Yes

VOTE: 7 Ayes, 0 Nay, 2 Abstain

CLOSED SESSION – JANUARY 17, 2023

Bryan Dempsey of Spring Lake motioned to approve the Open Session minutes of January 17, 2023, seconded by Tom Rogers

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	Yes
Fair Haven	Abstain	Sea Bright	Yes
Monmouth Beach	Abstain	Spring Lake	Yes
		Spring Lake Hts	Yes

VOTE: 7 Ayes, 0 Nay, 2 Abstain

RESOLUTION 2023-19

Resolution 2023-19 to enter into Closed Session Personnel and Contract Negotiations.

At 11:44 am Bryan Dempsey of Spring Lake motioned to enter Closed Session for the purpose of Union Contract Negotiation and Personnel matters, seconded by Tom Rogers of Rumson.

Vote: Unanimous

Marita Kresge Commission Secretary exited the room.

The motion to exit Closed Session was made by Tom Rogers of Rumson and seconded by Diane Anthony of Sea Girt to return to open session at 12:11 pm.

VOTE: Unanimous

RESOLUTIONS- CONSENT AGENDA

ANY MEMBER MAY REMOVE AN ITEM FROM THE CONSENT AGENDA FOR SEPARATE DISCUSSION.

Approval of Temporary Health Officer	Resolution 2023-20
Additional Duties of Office Coordinator	Resolution 2023-21
Establish 2023 Temporary Budget	Resolution 2023-22
Approval for Payment of Monthly Bills (January 2023)	Resolution 2023-23
Certification of MCRHC 2021 Annual Audit	Resolution 2023-24
Transfer of Funds	Resolution 2023-25
Accounting Services with Samuel Klein & Co, LLC	Resolution 2023-26
Sharon Marten increase from 20 hours to 25 hours per week	Resolution 2023-27
Hiring of Justin Bautista PT LHOC up to 25 hours per week	Resolution 2023-28
Approval of 1 year lease with the American Red Cross	Resolution 2023-29
Waive Signature on Purchase Order less than \$1,000.00	Resolution 2023-30
Increase hours for Cindy Weaver	Resolution 2023-31

Paul Roman of Sea Bright made a motion to accept the resolutions of the consent agenda 2023-20-2023-31. After some discussion of resolutions 27, 28, and 31 for additional hours of the LHOC team it was decided that there should be additional documentation included with the timesheets for the hours worked by these employees. This motion was then seconded by Bryan Dempsey of Spring Lake.

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	Yes
Fair Haven	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Hts	Yes

VOTE: 9 Ayes, 0 Nay, 0 Abstain

BUDGET & FINANCE COMMITTEE:

Budget was introduced in December we are now prepared to adopt it. Theresa Casagrande made inquiry of attorney Nick DelGaudio if it is OK to present the budget in one year, and now adopt in new year with some new commissioners. Nick says it is OK, but could be reintroduced if commissioners wanted. Commissioners were OK with adopting today. Paul Roman of Sea Bright moves the budget, and it was seconded by Bryan Dempsey of Spring Lake.

Roll Call Vote:

Allenhurst	Yes	Rumson	Yes
Deal	Yes	Sea Girt	Yes
Fair Haven	Abstain	Sea Bright	Yes
Monmouth Beach	Yes	Spring Lake	Yes
		Spring Lake Hts	Yes

VOTE: 8 Ayes, 0 Nay, 1 Abstain

CFO REPORT:

No report at this time.

TREASURER'S REPORT:

The Statement of Accounts was previously emailed.

COMMUNICATIONS:

Dominick congratulated President Giles, and Vice President Theresa Casagrande, additionally thank you to all of our commissioners

HUMAN RESOURCES COMMITTEE:

With the new NJACCHO Grant we need a Health Officer, and to hire a full-time person to replace Gem who will be leaving in March. Dominick states that the new grant requires a Health Educator with a CHES license, especially for our consortium group.

Additionally, Gem has his REHS license and we should try to hire someone who has this as well so they can flex positions if needed.

The Board is in favor of advertising these positions while we wait to see if we receive this grant. The board can be flexible in how the hours are distributed.

OPERATIONS COMMITTEE:

Diane Anthony says she does not have a report for today.

NEW BUSINESS:

Meeting hours for the new year. It was discussed to have a rotation of morning and afternoon hours in order to make it a bit more convenient for some commissioners. It was agreed upon that quarterly we will meet at 3:00 pm on a regularly scheduled fourth Tuesday for the months of February, May, August and November. The remaining meetings will continue at 11:30 am.

AUDIT COMMITTEE

Paul Roman - Audit is done, and we will be hiring Klein again for next year.

GOVERNANCE COMMITTEE:

No report

PRESIDENT'S REPORT:

President Giles wanted to thank Paul for helping to renegotiate the VNA contract, and also for renegotiating the lease with the Red Cross. We are out of the Cage area, thanks for Marita, Dominick, Greg Hawriluk, and Gem Inofinada for all their help and coordination to get this accomplished.

ORDINANCES:

No Pending Readings, Introductions or Adoptions

PUBLIC COMMENT PERIOD:

No comments at this time.

GENERAL COMMENTS:

Our Organizational Chart is being updated so if you have new contact information please share. It will be distributed shortly.

There being no further business, Pres. Giles said welcomed back Theresa Casagrande to the Commission and her appointment as Vice President is most appreciated. He thanked all Commissioners for their attendance and for joining the various committees. Looking forward to a productive and successful year.

Next Regular Meeting of the MCRHC No. 1 Commission will be held (via Zoom) on Tuesday, February 28, 2023 at 3:00 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,

Marita Kresge

Marita Kresge
COMMISSION SECRETARY