



MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

1540 WEST PARK AVE., TINTON FALLS, NJ 07724

REORGANIZATION/REGULAR MEETING

January 24, 2023 at 11:30 AM

Topic: MCRHC Jan 24, 2023 Reorganizational Meeting

Time: Jan 24, 2023 11:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89511742244?pwd=aTVEM0RmRVNITnBCM3J3RG9PY3F1Zz09>

Meeting ID: 895 1174 2244

Passcode: 667919

One tap mobile

+16465588656,,89511742244#,,,,*667919# US (New York)

1. Call to Order
2. Reading "Open Meeting Act Statement"
READING "OPEN PUBLIC MEETINGS ACT STATEMENT"
I hereby announce pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of the meeting has been provided by posting of the Agenda at the MCRHC Building and Website, and transmittal to the Asbury Park Press and Star Ledger and MCRHC towns at least 48 hours prior to the date of the Meeting.
3. Salute to the Flag
4. Roll Call
5. Nominations and Election of Commission Officers- Meeting adjourned sine die with Dominick Astino/Interim Supervisor appointed to conduct election of:
 - President
 - Vice-President
 - Treasurer
6. Secretary Appointment
7. Appointment of Secretary Pro Tem – B. Padula, Esq., et al / D. Astino, Interim Supervisor

8. Appointment of Professional Staff

- Temporary Health Officer
- Consulting HO/P/T LHOC
- P/T CFO
- PHN Manager
- Principal REHS
- REHS-2
- CDI
- Office Coordinator/
Commission Secretary
Finance/Payroll
- F/T LHOC
- F/T LHOC
- P/T LHOC
- P/T LHOC

- D. Kologinski
- C. Weaver
- G. Krzyzcyuk, Suplee, Clooney & Co.
- B. Reed-Stanislaus
- D. Astino
- G. Hawriluk
- A. Lafferty

- M. Kresge

- P. Huie
- I. Inofinada
- S. Martens
- J. Bautista

9. Committee Appointments by President

- a) Budget and Finance Committee
- b) Human Resources Committee
- c) Operations Committee
- d) Audit Committee
- e) Governance Committee
- f) VNA

REORG CONSENT AGENDA

(Resolutions 2 through 18)

All Resolutions on the Consent Agenda will be voted on in one motion, unless Commission members determine that a particular resolution requires additional discussion.

- 10. Legal Counsel – appointed without retainer
- Cleary, Jacobbe, Alfieri, Jacobs, LLC – Bruce Padula, Esq., et al Resolution 2023-2
- 11. Conflict Counsel – as needed
- King, Kitrick, Jackson & McWeeney, LLC – Mark Kitrick, Esq. Resolution 2023-3
- 12. Certified Public Accountant Resolution 2023-4
- 13. Primary Depository of Funds - Valley National Bank Resolution 2023-5
- 14. Legal Notices Published in Newspaper
- Asbury Park Press
-Star Ledger (Secondary for Sunshine Law notices) Resolution 2023-6
- 15. Approve Annual 2023 Commission Meeting Dates, Times, Location Resolution 2023-7
- 16. Website Management – City Connections, LLC Resolution 2023-8
- 17. IT Support – Inter Networkx, LLC Resolution 2023-9
- 18. Office Cleaning – Master Maintenance Resolution 2023-10
- 19. 2022 Cash Management Plan Resolution 2023-11
- 20. Financial Software – Edmunds Resolution 2023-12

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| 21. Payment of Bills in Absence of Quorum | Resolution 2023-13 |
| 22. Language Line Services | Resolution 2023-14 |
| 23. Veterinary Contract – Shuster (MCRHC Rabies Clinics) | Resolution 2023-15 |
| 24. Veterinary Contract – Sain (MCRHC Rabies Clinics) | Resolution 2023-16 |
| 25. Occupational Health Services – RWJ Barnabas Health Corp Care | Resolution 2023-17 |
| 26. Appointment of Medical Director | Resolution 2023-18 |

End of Reorg Consent Agenda

Adjournment of Re-Organization Meeting & Opening of Regular Meeting

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| 27. APPROVAL OF MINUTES
December 20, 2022 (Open)
December 20, 2022 (Closed)
January 17, 2023 (Special) | |
| 28. CLOSED SESSION (if necessary) | Resolution 2023-19 |
| 29. RESOLUTIONS – CONSENT AGENDA
<u>Any member may remove an item from the consent agenda for separate discussion.</u> | |
| 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 |
| 30. ORDINANCES | |
| 31. COMMITTEE REPORTS | |
| a. Budget & Finance | |
| -Budget | |
| b. Human Resources Committee | |
| - Local Health Outreach Coordinator | |
| - Personnel Policy Manual Update | |
| c. Operations | |
| d. Governance | |
| e. Audit Committee | |
| f. VNA sub committee | |
| 32. COMMUNICATIONS | |

33. INTERIM SUPERVISOR'S REPORT

-Board of Health orientation -<http://www.njlbha.org>

34. GRANTS

- LHOC Grant Update
Increase hours Cindy Weaver
FT Position
Salary Adjustment

Resolution 2023-31

- COVID Vaccine Grant
- LEAD Grant Update
- NJACCHO
- FEMA

35. CFO REPORT

36. TREASURER'S REPORT

37. OLD BUSINESS

38. NEW BUSINESS

Meeting time discussion to accommodate Commissioners

39. PRESIDENT'S REPORT

40. PUBLIC COMMENT

(In accordance with the Open Public Meetings Act)

41. **Next Regular Meeting Tuesday, February 28, 2023 at 11:30 A.M. Zoom meeting
At 1540 West Park Avenue, Suite 1 Tinton Falls, NJ**

42. **ADJOURNMENT**