

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, May 23, 2017
Open Session: 1 hr. 24 min. 09 sec.

CALL TO ORDER:

President Roman called the meeting to order at 6:02 p.m. He then led the Regional Board of Health in the salute to the flag. Secretary Henry read the "Open Public Meeting Act Statement".

ROLL CALL:

Brielle – Jim Langenberger, Fair Haven – Allyson Cinquegrana, Little Silver – Dr. Tim Sullivan, Monmouth Beach – Joe Nardone, Red Bank – Mike Natelli, Shrewsbury Boro – Paul Roman, Spring Lake – Liz Finnerty, Spring Lake Heights - Dr. Len Giles, Tinton Falls – John Mack, Wall Twp. – Keri Pagnoni

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

ABSENT:

Boro of Highlands, Township of Ocean, Boro of Rumson, Boro of Sea Bright, Boro of Sea Girt, Boro of West Long Branch

OTHERS PRESENT:

David A. Henry – Health Officer, Ashley Malandre, Esq., Heather Frketich, Office Coordinator/Commission Secretary

MINUTES OF LAST MEETING:

OPEN SESSION:

April 25, 2017

John Mack motioned to approve the Open Session Minutes of April 25, 2017, seconded by Liz Finnerty.

VOTE: Unanimous

CLOSED SESSION:

March 28, 2017

Allyson Cinquegrana motioned to approve the Closed Session Minutes of March 28, 2017, seconded by Vice-President Giles.

VOTE: Unanimous

CLOSED SESSION:
April 25, 2017

John Mack motioned to approve the Closed Session Minutes of April 25, 2017, seconded by Mike Natelli.

VOTE: 9-1-0 Fair Haven abstains.

COMMUNICATIONS:

- 1) Monmouth County had the second highest number of Lyme disease cases 530 in the state in 2015, surpassing only Morris County with 572. The message from the Health Officer is that residents need to protect themselves from ticks year-round. The Monmouth County Mosquito Control Division is no longer testing ticks. They will still identify them.
- 2) The blood lead level regulations in NJ have been readopted "as is" for the time being so as not to expire while a review of all interested party comments relating to the proposed lowering of the action level is conducted.

HEALTH OFFICER'S REPORT:

The May 2017 Health Officer's Report (covering April activity) The April 2017 Conferences & Meetings, April 2017 CDRSS Report, April 2017 Public Health Nursing report and April Financials as well as the 1st Quarter 2017 Vital Statistics were previously mailed/e-mailed.

In addition to the department continuing to prep for the summer months including opening of bathing beaches, and what is expected to be a very heavy mosquito season.

- 1) The Health Officer attended a project program for the School of Allied Health on April 7th for former high school intern Rachel Bixby.
 - 2) The 3 members of the newly formed Communications/Social Media Committee have begun to map out strategies to improve/increase and measure the effectiveness of the MCRHC's dissemination of public health information and programs as well as address internal/external communications by and between all MCRHC departments.
- NJACCHO – advocacy efforts – funding for the proposed newer lower lead standards Zika Conference on June 1st - Sea Bright Commissioner Dr. Meg Fisher to speak.
- Public Health Preparedness Grant \$1500.00 to develop plans ex. (COOP, Risk Communications) a new public health intern has joined MCRHC for the summer. She will be involved with development of a Zika Concept of Operations Plan. The deadline for grant application completion will be met.

HEALTH OFFICER'S REPORT (continued):

Dr. Fisher and Dr. Sullivan have supplied the Health Officer with comments on the Isolation and Quarantine Plan distributed by the Health Officer.

Inquiry from Dr. Sullivan...Is there a monitoring plan to keep track/follow through with Zika cases that result in birth congenital abnormalities. Monmouth County Health Department has engaged a PT nurse via the allocation of state grant money to work on this. Dr. Sullivan pointed to the impacts on future healthcare and resources needed by those affected.

On April 25, 2017 a Health Equity Conference (covering the Central Jersey Region) was held at Monmouth University and attended by the Health Officer who credited Lu Ann Russell and Vice-President MaryAnn Nagy with contributing to the event's success. These individuals have also expressed their willingness to work with NJDOH again for future conferences.

Work continues on the CHIP – per the Health Officer, our subcommittee piece involves sexually transmitted diseases and obesity reduction

11 Resumes were received for the REHS – 1 position opening. The Health Officer would like to plan interviews of the top 3 candidates on June 1, 2017. In a brief discussion that followed the Commission members voiced their opinion that staff hiring should be the responsibility of the Health Officer's expertise of job requirements with appropriate staff participation.

Dr. Sullivan motioned for the Commission to approve the Health Officer's decision in regard to the hire of an REHS-1 in accordance with the Union Contract at the entry level salary of \$45,000. The motion was seconded by Jim Langenberger.

Further discussion ended up with the motion on the table being withdrawn and the Commissioners' consensus for Mr. Henry to conduct the employment interviews, and present them with a resolution to formalize the new hire retroactively at the June meeting.

Jim Langenberger motioned to accept the Health Officer's report, seconded by Sullivan.

VOTE: Unanimous

NJ Practice Standards of Performance

The Commission was presented with a handout of Chapter 52 with highlights of Subchapters 4 and 6 relating to Public Health Staffing and Health Education and Promotion. As there have been several questions over the past months about Ms. Polonsky's role and itemized HES invoices, President Roman and the Health Officer felt it helpful to review the broad scope of work that was approved and how it ties in with the standards. This position of Regional Health Educator covers and is funded by all MPH members.

Re: Health Educator Invoices – comment of the HE job function – Vice-President Giles questioned MCRHC's payment for any class attendance or training that would be considered an educational component/training needed to perform her job. She is a business entity who we are paying to provide education. The Health Officer mentioned that her attendance at many conferences/events is at his request or in his absence to gather information for projects they both work on.

NJ PRACTICE STANDARDS (continued):

President Roman stated he did appreciate the comments and the chance to respond to Commissioner inquiries. The time to review any feasible adjustments would be at contract renewal.

AUDIT COMMITTEE:

Contact was made with the new audit firm and the process will begin shortly.

CFO REPORT:

None

TREASURER'S REPORT:

Presented by Liz Finnerty, Treasurer. She briefly reviewed the Statement of Accounts for period ending April 30, 2017.

The Treasurer's Report was accepted as presented.

BUDGET & FINANCE COMMITTEE:

PAYMENT OF BILLS:

Vice-President Giles motioned to pay the May 2017 bills in the amount of \$154, 536.84; motion was seconded by John Mack.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Fair Haven	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 10 Ayes, 0 Nays, 0 Abstain
Motion carries.

HUMAN RESOURCES COMMITTEE:

REHS-1 Position (previously discussed under Health Officer's Report. Vinnie Buttiglieri, the newly appointed Human Resources Chair, will be back from his travels after May 31st and will begin reviewing and addressing any outstanding or upcoming personnel related issues as soon as possible thereafter.

GOVERNANCE COMMITTEE: No Report

OPERATIONS COMMITTEE: No Report

As requested at the April 25, 2017 meeting, the Health Officer provided a list of improvements/upgrades that he intends to address within the rent abatement period of the new lease. The items carry safety-oriented priority. Several of the quotes involving security are still in progress. An alarm system should also be added to this list.

OLD BUSINESS:

2017-19 SOCIAL MEDIA POLICY:

Other pieces were created to serve as background and resources such as the Social Media Handbook and Action Plan.

After the Commissioner's e-mail preview of a second revision of the proposed MCRHC policy for Social Media postings prepared by the Health Officer, Dr. Sullivan motioned to approve this one page version. The motion was seconded by Vice-President Giles.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Fair Haven	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 10 Ayes, 0 Nays, 0 Abstain
Motion carries.

FINANCIAL DISCLOSURE STATEMENTS

Reminder to the Commission Members that Financial Disclosure Statement submission has a final deadline date of May 30, 2017. Three of the individuals who are required to file under the MCRHC have not yet done so.

ENTER CLOSED SESSION:

At 6:39 pm John Mack motioned to enter Closed Session for the purpose of discussion of Contract Negotiations, seconded by Liz Finnerty.

VOTE: Unanimous

EXIT CLOSED SESSION:

Liz Finnerty motioned to exit Closed Session at 6:49 pm, seconded by John Mack.

VOTE: Unanimous

OLD BUSINESS (continued):

RESOLUTION 2017-20
MCRHC/ARC LEASE AGREEMENT

Vice-President Giles motioned to approve Resolution 2017-20 the 2nd Amendment to the 5 year 4 month Lease Agreement between the American National Red Cross Jersey Coast Chapter and the Monmouth County Regional Health Commission No. 1 to commencing June 1, 2017. The motion was seconded by John Mack.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Fair Haven	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 10 Ayes, 0 Nays, 0 Abstain
Motion carries.

NEW BUSINESS:

RESOLUTION 2017-21
APPROVAL TO REPLACE REAR OFFICE DOOR. Finalized estimates have been received and reviewed by the Commissioners.

Spray painting over the primer coat is desired; cleanup of construction debris is indicated.

After a brief discussion, John Mack motioned to approve the quote from Ted Hall in the amount of \$3,410.00; pending inclusion of a one year warranty, seconded by Jim Langenberger.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Fair Haven	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	No
Monmouth Beach	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 9 Ayes, 1 Nays, 0 Abstain
Motion carries.

RESOLUTION 2017-22
APPROVAL TO REPAIR/RECARPET OFFICE FLOORING

NEW BUSINESS (continued):

Quotes for this job were revisited as an initial one for the full floor area was extremely high. After Commissioner review, Vice-President Giles motioned to approve the quote from Atlantic Flooring and Solar Window in the amount of \$6,080, seconded by Liz Finnerty.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Fair Haven	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Monmouth Beach	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 10 Ayes, 0 Nays, 0 Abstain
Motion carries.

OFF AGENDA

President Roman requested to speak on/discuss the subject of e-cigarettes which was not an agenda item this month. There was no objection.

A lengthy discussion followed.

Proposed licensing regulations would work to prohibit the illegal sales to minors under 19 and also serve as a revenue generator. Feel we can make a substantial impact on public health

President Roman controversial subject matter –

Commissioners are asked to speak to their town officials to get their take on our proposed 2 step

Tobacco Age of Sale Enforcement (TASE) has not been funded by the state for a long time. The NJ DOH is not going ahead with this effort; however there have been varied NJ towns that have adopted e-cig licensing.

Other Commission concerns/comments:

There is no health benefit so a valid argument for ban not license which some believe translates to endorsement, but others agree with regulations/policing to stop the illegal sales, but have some concern of backlash and lawsuits.

These e-cig devices are too readily available in other ways.

What workload increases would the enforcement of the Ordinance reflect in their town assessments?

OFF AGENDA (continued)

Dr. Sullivan suggested beginning a dialogue with the County in the hopes of making movements toward the best efforts together. The Health Officer will include this comment in a future GPHP meeting discussion.

E – CIGARETTE DRAFT ORDINANCES

- 1.) Setting Licensing Fees for Electronic Smoking Device Establishments
- 2.) Banning the Sale of Flavored Electronic Nicotine Delivery Systems

The Commissioners requested that the Health Officer forward them a guidance e-mail explaining the points of discussion and background information they will be passing on to help gauge the volume of support and commitment as well as the amount of disapproval within our jurisdiction.

PUBLIC COMMENT PERIOD:

No Public present.

PRESIDENT'S REPORT:

30th Anniversary of NJ JIF – of interest is the recorded 1.2 billion dollars in savings to towns

Purchasing myths & truths - thresholds for organizations without a certified purchasing agent

NJDOH – lead work \$10 million dollars in the Governor's budget. Health Officers are in discussion with legislators to determine how the distribution of these funds will work.

In April President Roman briefly addressed the NJACCHO – serious problem to erupt from public health federal funding decrease to fall on taxpayers. He sees the need for individual towns to begin contacting their legislative reps expressing their concern in regard to the impact of these budget cuts. Every public health department will be effected.

The staff has taken a collection to be forwarded to the American Cancer Society in honor of their recently lost colleague, Senior REHS Gary Nemshick. President Roman presented the opportunity for any Commissioner to also contribute.

Attorney Ashley Malandre of Cleary, Giacobbe, Alfieri, Jacobs, LLC .who has worked very closely with Attorney Bruce Padula to provide our Commission and staff with legal guidance along with attendance at our monthly Board meetings and in between will be leaving the firm and moving on to a new opportunity effective June 1, 2017. Congratulations and Thank you Ashley, we will miss you and wish you much success as you continue your career.

There being no further business, the meeting adjourned at 7:36 pm on a motion by Liz Finnerty, seconded by Vice-President Giles.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, June 27, 2017 at 6:00 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,

Heather Frketich

Heather Frketich
Office Coordinator

Reviewed by

David A. Henry

David A. Henry
HEALTH OFFICER