

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Tuesday, June 27, 2017
(Open Session: 56 min 23sec)

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, Little Silver – Dr. Tim Sullivan, Ocean Twp. – Vinnie Buttiglieri, Red Bank – Mike Natelli, Shrewsbury Boro – Paul Roman, 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, Boro of Fair Haven, Boro of Monmouth Beach, Boro of Rumson, Boro of Sea Bright, Boro of Sea Girt, Boro of Spring Lake, Boro of West Long Branch

OTHERS PRESENT:

David A. Henry – Health Officer, Bruce Padula, Esq., Paul LaSalle, Esq., Heather Frketich, Office Coordinator/Commission Secretary

Welcome to: Paul LaSalle, Esq., of Cleary, Giacobbe, Alfieri, Jacobs LLC. Attorney LaSalle will work alongside Attorney Padula to provide legal counsel to the MCRHC.

MINUTES OF LAST MEETING:

OPEN SESSION:

May 23, 2017

Jim Langenberger motioned to approve the Open Session Minutes of May 23, 2017, seconded by John Mack.

VOTE: 8-0-1 Ocean Twp. Abstains.

CLOSED SESSION:

May 23, 2017

Dr. Sullivan motioned to approve the Closed Session Minutes of May 23, 2017, seconded by Keri Pagnoni.

VOTE: Unanimous

COMMUNICATIONS:

None

HEALTH OFFICER'S REPORT:

The June 2017 Health Officer's Report (covering May activity), the May 2017 Conferences & Meetings, May 2017 CDRSS Report, May 2017 Public Health Nursing report and May Financials were previously mailed/e-mailed.

BEACH WATER QUALITY

The Health Officer reported on a very recent development involving high bacteria counts in the Highlands since beach openings.....the source determined to be a crushed/collapsed sewer pipe. The Highlands Town Council closed the beaches until further notice. The Health Officer concurred and in turn notified the two private condo associations with beach access. Throughout this incident, Mr. Henry has been in communication with the NJDEP/NJDOH/MCHD/Monmouth Hills Association and Middletown Twp. The Health Officer receives phone alerts from the NJDEP when bacterial exceedances occur within our jurisdiction.

Middletown Twp's Health Director has also recently been working with the DEP on a beach pollution issue.

Additionally,

There is continued wet weather monitoring within the boroughs of Sea Girt, Spring Lake, and Spring Lake Heights to assess the operation of the Wreck Pond outfall pipe.....

Beach Advisory signs are being posted when applicable by MCRHC staff or in cooperation with the towns' park & recreation departments.

The Borough of Deal is opening a new section of public beach this year. It will be added into the Coastal Monitoring Program for water quality testing to be performed.

The Health Officer has spoken with Commissioner Sullivan, Borough officials and Assemblyman Declan O'Scanlon, a Little Silver resident, in regard to placement of a new cell phone tower in Little Silver. FCC studies have not turned up any results to indicate any detrimental human effects from close proximity to these structures.

OPERATIONS Items:

- 1) Flooring repair to smooth a tripping hazard in the front desk area and sectional carpet replacement were successfully completed this past weekend.
- 2) Replacement of the back door installation is scheduled for tomorrow.

HEALTH OFFICER REPORT (continued):

LEGISLATIVE NEWS: The state budget deadline is June 30 2017. The Health Officers are watching it carefully for \$10 million dollars to remain dedicated for increased workload and expenses tied to an increase in the child blood lead level action threshold. Talks continue as to parameters for distribution of these funds to each local health department (training, equipment, case volume, etc.)

Dr. Sullivan motioned to accept the Health Officer's Report, seconded by John Mack.

VOTE: Unanimous

AUDIT COMMITTEE:

Contact was made with the new audit firm and the 2016 process will begin shortly. President Roman stated that the Audit Committee's involvement does not begin process until after the Auditor's report has been written unless there are questions during the process.

CFO REPORT:

None

TREASURER'S REPORT:

President Roman presented the report in absence of Liz Finnerty, Treasurer. He briefly reviewed the Statement of Accounts for period ending May 31, 2017.

The Treasurer's Report was accepted as presented.

BUDGET & FINANCE COMMITTEE:

PAYMENT OF BILLS:

Clarification was requested on a \$2,100 payment to Monmouth Beach. The amount is for employee participation in the dental coverage plan.

Vice-President Giles motioned to pay the June 2017 bills in the amount of \$134, 568.70; motion was seconded by Vinnie Buttiglieri.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 8 Ayes, 0 Nays, 0 Abstain
Motion carries.

HUMAN RESOURCES COMMITTEE: No Report from Chairperson.

RESOLUTION 2017-23 – NEW HIRE – Otilia C. Dos Santos.

John Mack motioned to approval/memorialization of the hire of Otilia C. Dos Santos in the position of REHS1-Tier 1 – effective date June 2, 2017 at the annual salary of \$45,000. The motion was seconded by Dr. Sullivan.

ROLL CALL VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes	Wall Twp.	Yes

VOTE: 8 Ayes, 0 Nays, 0 Abstain
Motion carries.

REHS Dos Santos has hit the ground running being assigned to cover the Borough of Red Bank. She has volunteered to be our new Safety Coordinator in charge of the lead meter and PEOSHA issues, and will also serve on the MCRHC Safety and Security Committee. As reported by the Health Officer in the past she has already been heavily involved in the Accreditation efforts.

GOVERNANCE COMMITTEE: No Report

OPERATIONS COMMITTEE: No further Report. Facility updates were commented on in the Health Officer's Report earlier in the meeting.

OLD BUSINESS:

At the May 23, 2017 meeting, the Commissioners were asked to speak to their town officials to get their take on our proposed 2 step

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.

OLD BUSINESS (continued):

On June 20th, an e-mail was forwarded by the Office Coordinator per request of the Health Officer to all town administrators and all Commission members addressing this issue. A few responses have been received, but the majority of responses are pending at this time.

Mr. Henry advised that the MCHD is not considering any form of e-cig licensing at this time. Commissioner Mack asked it be recorded that Tinton Falls is not in favor at this time. Commissioner Sullivan also advised that Little Silver is not in favor of any movement or enforcement that is not on a county-wide basis.

HEALTH EDUCATION ANNUAL REPORT

At the May 23rd meeting, 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 to review the standards and scope of work for the Health Educator position. This is a Consortium position funded by all MPH members. Ms. Polonsky has prepared her 2016 Annual Report as required and it was e-mailed to the Commission yesterday. President Roman and the Health Officer ask each Commission member to review this report in time for the July meeting which the Health Educator will attend to provide further detail of her projects and will respond to any questions at that time.

TOBACCO AGE OF SALE: The status of proposed legislation intended to increase the age of sale of cigarettes (including e-cigs) from 19-21 now has passed both houses and will be going to the Governor's desk.

MCRHC/ARC LEASE AGREEMENT for the period of 7-1-17 to October 31, 2022 has been signed. An update on FACILITIES REPAIR was provided during the Health Officer's Report.

ACCREDITATION UPDATE: The Health Officer and several staff members attended a full day PHAB workshop in Somerset County today which was geared to current NJ local health department applicants. Additional, experienced help may be considered to augment and guide the staff's continued work and extremely dedicated efforts toward this goal at which time the Commission will be consulted.

MCRHC's deadline for resubmission of documentation is February 18, 2018.

NOTE****

The NJDOH is now accredited, becoming the 2nd health department in the state to receive this status.

NJHOA (ALL HAZARDS PLAN DRAFT) is required in addition to the local public annexes and the COOP Plan. Sumer Intern Amanda Hinton has been assigned to work to customize the contents of this document specifically to MCRHC needs.

NEW BUSINESS:

None Planned

E-MAIL EXCHANGE SERVER – The Health Officer presented the Commissioners with documentation of an important issue that requires immediate attention.

An upgrade of the MCRHC e-mail exchange server is highly recommended by our IT support due to recently recurring problems attributed to older, inefficient software that utilizes ample storage space. Spam and downtime have become major issues. The best proactive move for us is to switch to a cloud-hosted exchange e-mail to eliminate any further time and costs to continually provide temporary fixes to the current system.

Commissioner comments: the Health Officer should also research alternative solutions to Outlook (ex. use of g-mail as well as e-mail service contract lengths that could be available for durations of less than one year.

Mr. Henry voiced his concern should circumstances arise that would cause work stoppage between now and the next Board meeting. After a brief discussion, he was advised to find the most cost-effective solution in which case an emergency phone meeting could be called.

The Health Officer noted that any MCRHC hookup to Middletown IT Service (if and when started) would not include e-mail support after which President Roman updated the Commission on his direct contact with Middletown Administrator Anthony Mercantante to determine the status of the delay of implementation of the shared services agreement for MCRHC's virtual use of the Middletown server and backup systems. The Township of Middletown was afforded a cost break for this agreed upon service in 2016. Mr. Mercantante promised to look into the situation and respond to President Roman within a few days.

Town Personnel Change Announcements:

Elizabeth Perez will serve as (6 month interim) Acting Administrator for the Borough of Tinton Falls.

Michael Muscillo left his position of Tinton Falls Administrator to move to Ocean Township.

PUBLIC COMMENT PERIOD:

No Public present.

PRESIDENT'S REPORT:

VNA has provided their 1st quarter 2017 report. President Roman and the Health Officer have been working on a re-proposed formula for our towns with VNA representatives to receive nursing through the MCRHC. If the formula is adopted, each of our town numbers would need

PRESIDENT'S REPORT (continued):

to be calculated by use of this formula. More towns would hopefully equal more leverage with the VNA in the negotiation of costs and services.

Medical Waste Generator's License: This license had never been considered by MCRHC in the past. but it was included in the June bills for the amount of \$85.00. President Roman stated that he has coordinated arrangements with his contacts at both Riverview Medical Center and Monmouth Medical which will allow staff to transfer a certain amount of this waste in sharps containers to their facilities each month for proper disposal.

In April President Roman briefly addressed the NJACCHO – serious problem to erupt from public health federal funding decrease to fall on taxpayers. He again urges any individuals and 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 looming crisis becomes increasingly serious as time goes on because it involves putting the business of “taking care of people” in jeopardy. Commissioner Natelli informed the group that he heard there was a last minute update to this proposed legislation which he believed had been pulled just hours ago. Concern remains that this may only be a temporary victory.

A bill is in the state legislature to permit governing bodies in municipalities with populations of \$20,000 or less to act as their own boards of health. Any ruling to this effect could only result in even less time dedicated and a more limited focus on public health.

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 final opportunity for any Commissioner to also contribute.

There being no further business, the meeting adjourned at 6:57 pm on a motion by John Mack, seconded by Jim Langenberger.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, July 25, 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