

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Wednesday, December 16, 2009 – 7:30 P.M.

CALL TO ORDER:

President Paul Roman called the meeting to order at 7:33 p.m. He then led the Regional Board of Health in the salute to the flag. President Roman next read the “Open Public Meeting Act Statement”.

ROLL CALL:

Birdsall & Laughlin – Barbara Birdsall, Esq.
Brielle - Jim Langenberger, Eatontown – Brian Charnick, Keyport (arrived 7:59pm) – Jon Barone, Little Silver – Les Mathis, Monmouth Beach – Joseph Nardone, Red Bank – Gale Soler, Sea Bright – Daniel Drogin, Shrewsbury Borough – Paul Roman, Shrewsbury Township – Maryellen Bailly, Spring Lake – Liz Finnerty, Spring Lake Heights – Pam Heine, Tinton Falls – Bryan Dempsey

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

ABSENT:

Boro of Fair Haven, Boro of Highlands, Boro of Keansburg, Township of Ocean, Boro of Rumson, Boro of Sea Girt, Boro of West Long Branch.

OTHERS PRESENT:

Sandra Van Sant – Secretary/Health Officer, Nancy Ippolito – Bookkeeper, Heather Frketich – Senior Administrative Assistant

REGULAR SESSION MINUTES OF LAST MEETING:

Jim Langenberger motioned to approve the minutes of the November 18, 2009 meeting. The motion was seconded by Gale Soler.

VOTE: Unanimous

CLOSED SESSION MINUTES OF LAST MEETING:

Jim Langenberger motioned to approve the Closed Session minutes of the November 18, 2009 meeting, seconded by Liz Finnerty.

Roll call of November meeting

Brielle	Yes	Sea Bright	
Eatontown	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Red Bank	Yes	West Long Branch	Yes

VOTE: Unanimous

COMMUNICATIONS:

The application for the 2010 renewal of Public Health Priority Funds is due December 31, 2009.

A copy of an article about Ashes Cigar Bar (located in Red Bank) in the Two River Times is in tonight's folders. It discusses new owners, a name change, renovation plans and of most interest to the MCRHC - the switch to a smoke-free establishment. In light of the Commission's most recent decisions, all communications relating to the recovery of legal fees will be handled by Kathleen Wall, Esq.

HEALTH OFFICER'S REPORT:

The December 2009 Health Officer's Report and the November 2009 Conferences & Meetings were previously e-mailed/mailed. The November 2009 CDRSS report from the Epidemiologist is in tonight's package. H1N1 influenza incidence is currently on the decline nationally and in NJ. The main populations affected with deaths, illnesses and hospitalizations have been the under 65 population.

The Health Officer continues with MCRHC's focus on H1N1 prevention and vaccination planning. We will complete our first round of school clinics on December 22, 2009, returning for a second round where children under the age of ten require a second H1N1 vaccine.

As of December 16, 2009, the CDC has approved providers to vaccinate all who desire protection against H1N1.

The Health Officer has been accepted to a workgroup of a CDC funded NACCHO committee studying Climate Change (viewing this as a public health issue for local health input and involvement in education matters). The workgroup will meet March 30 – April 1, 2010 in Houston, Texas. All of Mrs. Van Sant's expenses will be covered, but the Commission must approve her work time to attend the Houston conference.

HEALTH OFFICER'S REPORT (continued):

Les Mathis motioned to approve the Health Officer's participation in the NACCHO workgroup, seconded by Bryan Dempsey.

VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Eatontown	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Red Bank	Yes	Tinton Falls	Yes
Sea Bright	Yes		

11 Ayes, 0 Nays, 0 Abstain. Motion carries.

TREASURER'S REPORT:

The Treasurer's report was given by President Roman in the absence of Pete Lang who reviewed the financial report for period ending November 30, 2009. Commissioner Langenberger questioned the 0% interest accumulation on MCRHC funds due to the current economy. President Roman suggested this would be on the list of items to be addressed by the new CFO who will begin his work with the MCRHC on February 1, 2010.

Accepted as presented.

PERSONNEL COMMITTEE:

Following a recommendation by Les Mathis, Personnel Chair to approve a 4% increase for the Health Officer in 2010 commenting on her outstanding job performance, Liz Finnerty motioned to approve the 4% salary increase for Mrs. Van Sant, seconded by Gale Soler.

VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Eatontown	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Red Bank	Yes	Tinton Falls	Yes
Sea Bright	Yes		

11 Ayes, 0 Nays, 0 Abstain. Motion carries.

Les Mathis, Brian Charnick along with the Health Officer and President Roman provided a brief summary of their recent search for a new REHS. Seventeen applications were received and four candidates were interviewed. After careful consideration the candidate of choice is Mike Kowal, who has been employed with the Long Branch Health Department for 1 ½ years.

PERSONNEL COMMITTEE (continued):

He holds a BS from Penn State, his REHS certification from Rutgers and is pursuing a MPH from Walden University. He also passed the State Licensing Exam for Lead Risk Assessor, is a member of both the Medical Reserve Corp and the Point Pleasant Borough Fire Co.

Les Mathis motioned to approve the hire of Mike Kowal as REHS at a salary of \$40,000 plus benefits effective January 1, 2010, seconded by Gale Soler.

VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Eatontown	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Red Bank	Yes	Tinton Falls	Yes
Sea Bright	Yes		

11 Ayes, 0 Nays, 0 Abstain. Motion carries.

CFO: Attorney Birdsall had further discussion/review of details in the contract she is preparing for Steven Gallagher who will begin employment 2/1/10.

PT non-union managerial – covered under JIF for errors and emissions

W-2, no discretionary benefits

\$35,000 salary; \$5,000 taxes -approx. 700 hrs/yr (approx. 13 hrs/wk)

Mr. Gallagher will be invited to attend a future meeting to be introduced to the Commissioners

FINANCE COMMITTEE:

PAYMENT OF BILLS:

Gale Soler moved to pay the December 2009 bills in the amount of \$71,213.55, seconded by Brian Charnick.

VOTE:

Brielle	Yes	Shrewsbury Boro	Yes
Eatontown	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Red Bank	Yes	Tinton Falls	Yes
Sea Bright	Yes		

11 Ayes, 0 Nays, 0 Abstain. Motion carries

OLD BUSINESS:

ASHES:

Referred to earlier in "Communications".

WALL TOWNSHIP UPDATE: President Roman and the Health Officer have signed the contract agreement with the Township of Wall for MCRHC to begin providing public health services to the Township of Wall effective January 1, 2010. A question regarding any special fee in addition to what was incorporated into the initial rate assessment to Wall in regard to Wreck Pond will be addressed following the first two-year contract. Record transfer is now being arranged.

NURSING SERVICES: Nursing services subcommittee members Jon Barone, Bryan Dempsey and the Health Officer continued discussion of the proposed pilot program previously introduced to the Commission, which includes hiring a Part-Time Nurse during the second quarter of 2010, and preparation of a corresponding resolution for possible vote action. Discussion focused on the specific towns to be included, the term of the pilot and the manner in which additional towns would be phased in. Another important question brought up by Commissioner Nardone was the specific parameters that will be used to judge or measure the success of the program – better service to towns, accountability in numbers, as well as strengthening our public health accreditation. Pilot term would end December 31, 2010. Planning discussion to be continued at the January 2010 Reorganization Meeting.

MCRHC OFFICE EXPANSION: President Roman announced a scaled down figure for the Build Out (\$33,000 vs.\$60,000) initially incorporated into the 2010 draft budget. When it was mentioned that obtaining 3 bids was not the plan of action by MCRHC, Commissioners in turn discussed options/strategies/approaching negotiations realizing that there are only two years remaining in current lease with American Red Cross. Facilities Committee will need to be involved in lease and expansion details and decisions. At this time, the new staff can be placed in the existing space which will involve minimum expense for cubicle setup, computer, phone, etc. wiring per staff determination.

The possibility of using the Ocean Township municipal space as the CFO's office (reducing their MCRHC fee) was proposed as an option to research.

NEW BUSINESS:

2010 DRAFT HEALTH SERVICES BUDGET: Copies of the revised expense budget and the revenue budget were distributed after which President Roman pointed out the following specific updates to initial draft budget figures.

DRAFT BUDGET (continued):

- new REHS salary lower than planned
- Office expansion figure has been lowered
- CFO's new financial software package (Edmunds) – share w/OT depends on licensing
- benefits changed to reflect new hires.

Two budget versions were provided by Mrs. Ippolito to show two different surplus applications - \$60,000 and \$80,000. Goal was to keep workload percentage increases as close to 0 as possible for all MCRHC towns. Both of these versions include the scaled down build out figure of \$33,000.

Concern was expressed that an organization's surplus should remain between 1/4 and 1/3 of its operating budget. Right now our surplus is \$273,000 - \$300,000 prior to the year 2010 budget allocations being taken and is not anticipated to increase in the immediate future.

After discussions were held, President Roman asked for a vote this evening to approve one of the versions of the 2010 Draft Budget if the Commissioners felt they were ready to make a decision.

The main area of debate for those present was inclusion of the build-out cost. If excluded at this time, future terms could be negotiated with the American Red Cross or conduct a search for a future site.

Jon Barone motioned to adopt the 2010 Draft Budget (after deleting the \$33,000 line item for the build-out and attributing that amount back to surplus. The motion was seconded by Les Mathis.

VOTE:

Brielle	Yes	Sea Bright	Yes
Eatontown	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Red Bank	Yes	Tinton Falls	Yes

12 Ayes, 0 Nays, 0 Abstain. Motion carries.

PRESIDENT'S REPORT:

President Roman announced that current Tinton Falls Commissioner Mr. Bryan Dempsey will be joining the Borough of Spring Lake as Administrator. He was presented with a certificate

PRESIDENT'S REPORT (continued)

In recognition of his volunteer services to the MCRHC. Mr. Dempsey hopes to remain active in Commission activities.

OPEN PUBLIC DISCUSSION:

There being no further business, the meeting adjourned at 9:26 pm on a motion by Gale Soler, seconded by Brian Charnick.

VOTE: Unanimous

Next (Re-Organization) Meeting of the MCRHC #1 Commission will be held on Wednesday, JANUARY 20, 2010 at 7:30 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,

Sandra Van Sant
SECRETARY