

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REORGANIZATION MEETING

Wednesday, January 20, 2010 – 7:30 P.M.

CALL TO ORDER:

President Roman called the meeting to order at 7:30 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, Keansburg – Jim Cocuzza, Keyport – Jon Barone, Little Silver – Les Mathis, Monmouth Beach – Joseph Nardone, Ocean Township – Vinnie Buttiglieri, Red Bank - Gale Soler, Sea Bright - Dan Drogin & Susan Dulczak, Shrewsbury Borough – Paul Roman, Township of Shrewsbury - Maryellen Bailly (arrived 7:46 pm), Spring Lake – Liz Finnerty, Spring Lake Heights – Pam Heine, West Long Branch – Conrad Regent

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

ABSENT:

Boro of Fair Haven, Boro of Highlands, Boro of Rumson, Boro of Sea Girt, Boro of Tinton Falls, Township of Wall

OTHERS PRESENT:

Sandra Van Sant – Secretary/Health Officer, Heather Frketich – Senior Administrative Assistant.

WELCOME TO:

Wall Township who was not able to be here this evening due to a scheduling conflict , but who will join us at the February Commission meeting.

Dan Drogin, former Sea Bright Alternate who has just been sworn in as the new Sea Bright Commissioner.

Susan Dulczak, who has just been sworn in as the new Sea Bright Alternate.

Also thank you to Eatontown Alternate, Carol Neis who is substituting for Vice-President Charnick this evening.

President Roman commented that this is a very interesting and exciting time of growth for the Monmouth County Regional Health Commission No. 1 and all its staff and representatives.

ELECTIONS:

The Health Officer/Secretary of the Commission then opened the 2010 elections:

OFFICE OF PRESIDENT:

Jon Barone motioned to nominate Paul Roman for President, seconded by Dan Drogin.

Motion to close nominations for the office of President was made by Vinnie Buttiglieri, seconded by Les Mathis.

Motion to have Secretary cast one vote for Paul Roman as Commission President was made by Jim Cocuzza, seconded by Vinnie Buttiglieri.

VOTE:

13 Ayes, 0 Nays, 0 Abstain Motion carries.

Paul Roman is re-elected President.

OFFICE OF VICE-PRESIDENT:

Les Mathis motioned to nominate Brian Charnick for Vice-President, seconded by Gale Soler.

Motion to close nominations for the office of Vice-President was made by Gale Soler, seconded by Vinnie Buttiglieri.

Motion to have Secretary cast one vote for Brian Charnick as Commission Vice-President was made by Jim Cocuzza, seconded by Carol Neis.

VOTE:

13 Ayes, 0 Nays, 0 Abstain Motion carries.

Brian Charnick is re-elected Vice-President.

OFFICE OF TREASURER:

Gale Soler motioned to nominate Liz Finnerty for Treasurer, seconded by Jon Barone.

ELECTIONS (continued)

Motion to close nominations for the office of Treasurer was made by Dan Drogin, seconded by Jon Barone.

Motion to have Secretary cast one vote for Liz Finnerty as Commission Treasurer was made by Gale Soler, seconded by Jon Barone.

VOTE:

13 Ayes, 0 Nays, 0 Abstain Motion carries.

Liz Finnerty is elected Treasurer.

APPOINTMENT OF SECRETARY:

President Roman announced the appointment of Sandra S. Van Sant, Health Officer as Commission SECRETARY per Title 26 of NJSA Health & Vital Statistics.

Sandra S. Van Sant is re-appointed Secretary per statute.

APPOINTMENT OF SECRETARY PRO TEMP:

President Roman announced the appointment of Gale Soler Commission SECRETARY PRO TEMP.

Gale Soler accepted re-appointed as Secretary Pro Temp.

PROFESSIONAL STAFF 2010

Vinnie Buttiglieri motioned to appoint the following professional staff members for 2010, seconded by Gale Soler.

Sandra S. Van Sant	HEALTH OFFICER
Huimin Shen	EPIDEMIOLOGIST
Sophia Jozil	HEALTH EDUCATOR

Also, Full Time Health Inspectors:

Gregory Nagy	SENIOR REHS	Russell Groves	REHS
John McDonald	REHS	Dominick Astino	REHS
Gary Nemshick	REHS	Sandra Muller	REHS
Lisa Muscillo	REHS	Michael Kowal	REHS
Diane Beears	REHS		

ELECTIONS (continued)

**NOTE: Resolutions were prepared for the following positions of Legal Counsel, Certified Public Accountant and Chief Financial Officer**

APPOINTMENT OF LEGAL COUNSEL with retainer (for meeting representation) – Birdsall and Laughlin.

Jon Barone motioned to reappoint firm of Birdsall & Laughlin, represented by Barbara Birdsall, Esq. The motion was seconded by Gale Soler.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Hgts	Yes
Monmouth Beach	Yes	West Long Branch	Yes
Ocean Township	Yes		

VOTE:

13 Ayes, 0 Nays, 0 Abstain Motion carries.

APPOINTMENT OF LEGAL COUNSEL without retainer (for litigation) – Hoagland, Longo, Mora, Dunst & Doukas, LLP

Les Mathis motioned to reappoint the firm of Hoagland, Longo, Mora, Dunst & Doukas, LLP, seconded by Jim Cocuzza.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Hgts	Yes
Monmouth Beach	Yes	West long Branch	Yes
Ocean Township	Yes		

VOTE:

13 Ayes, 0 Nays, 0 Abstain Motion carries.

ELECTIONS (continued):

APPOINTMENT OF CERTIFIED PUBLIC ACCOUNTANT (without retainer):

Jim Cocuzza motioned to reappoint the firm of Panis & Attner, CPA represented by Theodore Panis, seconded by Gale Soler.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Spring Lake	Yes
Little Silver	Yes	Spring Lake Hgts	Yes
Monmouth Beach	Yes	West Long Branch	Yes
Ocean Township	Yes		

VOTE:

13 Ayes, 0 Nays, 0 Abstain Motion carries.

APPOINTMENT OF CFO:

Vinnie Buttiglieri motioned to appoint Stephen O. Gallagher, CPA/CMFO/CTC Chief Financial Officer, seconded by Jim Cocuzza.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	No	Spring Lake Hgts	Yes
Ocean Township	Yes	West Long Branch	Yes

13 Ayes, 1 Nay, 0 Abstain Motion carries.

A copy of a letter from President Roman to Mr. Gallagher with details of his salaried non-union employment is available in tonight's folder.

Dan Drogin motioned to appoint BANK OF AMERICA as Primary Depository, seconded by Liz Finnerty.

And

ELECTIONS (continued):

APPOINTMENT OF LEGAL NEWSPAPER:

Dan Drogin motioned to appoint the ASBURY PARK PRESS as the newspaper for Notices, seconded by Liz Finnerty.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Hgts	Yes
Ocean Township	Yes	West Long Branch	Yes

2010 MCRHC MEETING DATES:

Following one correction of the March 2010 meeting date to March 17, 2010, Jim Langenberger motioned to approve all 2010 Commission meeting dates, times and locations as the third Wednesday of each month at 7:30pm at 1540 West Park Avenue, Tinton Falls. The motion was seconded by Carol Neis.

Note: Any of the prescheduled meeting dates may be changed in the future upon vote of the Commission.

VOTE: Unanimous

2010 COMMITTEE APPOINTMENTS:

(President Roman announced that the appointments will remain as is and he will take volunteers to be announced at the next Commission Meeting.)

The 2010 PERSONNEL COMMITTEE consists of Les Mathis and Brian Charnick. A third member spot is available.

The 2010 BUDGET & FINANCE COMMITTEE consists of Gale Soler, Maryellen Bailly, and Liz Finnerty, Treasurer, ex-officio. Two member spots are available.

The 2010 FACILITIES COMMITTEE consists of Jon Barone. Two member spots are available.

ELECTIONS (continued):

The ad hoc Committee to address PUBLIC EDUCATION and COMMUNITY HEALTH AWARENESS issues consists of Jon Barone, Pam Heine and the Health Officer. Other Commissioners are welcome.

MINUTES OF LAST MEETING:

Jim Langenberger moved to approve the minutes of the December 16, 2009 meeting, seconded by Liz Finnerty.

Vote: Unanimous

COMMUNICATIONS:

The Health Officer mentioned a NJ law recently passed that will ban the use of electronic (e-cigarettes) in public places and prohibit their sale to anyone under the age of 18.

Also mentioned was the recent recall of certain Tylenol/St. Joseph aspirin products – specific lot number recalls can be found on the McNeil Pharmaceutical website. Persons may request a refund directly from the company if they have any affected products in their homes.

HEALTH OFFICER'S REPORT:

The January 2010 Health Officer's Report and the December 2009 Conferences & Meetings were previously mailed/e-mailed. The December 2009 CDRSS report from the Epidemiologist is also in tonight's package.

H1N1 vaccinations continue – The second round of school clinics is now in process. Information on three upcoming public clinics to be held in Ocean Township, Eatontown and Holmdel is in tonight's package as well as being listed on the NJDHHS website and the MCRHC website. Anyone 6 months and older may attend. A Sea Girt clinic location is also being planned.

Vinnie Buttiglieri motioned to accept the Health Officer's report, seconded by Jon Barone.

VOTE: Unanimous

TREASURER'S REPORT:

President Roman presented the Treasurer's report. He briefly reviewed the Statement of Accounts for period ending December 31, 2009. The 2009 Year End Reports have been prepared by the Bookkeeper. All Commission reps and town officials are urged to review them.

The Treasurer's Report was accepted as presented.

PERSONNEL COMMITTEE:

The 2010 Staff Report of Employee Carryover Records is in tonight's folder. Sick leave is recorded in days, Vacation is recorded in days, and Comp time is recorded in hours. A brief discussion of potential payout followed.

The Health Officer has begun personnel reviews of all staff.

FINANCE COMMITTEE:

PAYMENT OF BILLS:

Gale Soler moved to pay the January 2010 bills in the amount of \$39,120.15, seconded by Liz Finnerty.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Hgts	Yes
Ocean Township	Yes	West Long Branch	Yes

OLD BUSINESS:

ASHES: No update

NURSING SERVICES PILOT PROGRAM: Following in-depth discussion at several recent Commission meetings, a resolution has been prepared by the Committee naming three MCRHC towns chosen to participate: Wall Township, Monmouth Beach and Shrewsbury  
OLD BUSINESS (continued):

Borough. As the resolution states, the budgeted funds for the program are \$22,675.00. The pilot program is slated to begin April 1, 2010 (may begin March 1, 2010 if a selected candidate is found by that date) and run through December 31, 2010.

Jon Barone motioned to approve the Nursing Pilot Program Resolution, seconded by Gale Soler.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Hgts	Yes
Ocean Township	Yes	West Long Branch	Yes

NEW BUSINESS:

2010 ORGANIZATION CHART: A preliminary document has been prepared by Heather Frketich, but will be updated following the outcome of the 2010 elections/appointments of Officers, Reps and Alternates and Committee members. Please submit any changes to your current information to Mrs. Frketich by the February meeting.

2010 PHPF RESOLUTION:

Les Mathis motioned to approve the Resolution for 2010 Public Health Priority Funding, seconded by Vinnie Buttiglieri

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Shrewsbury Boro	Yes
Keyport	Yes	Shrewsbury Twp	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Hgts	Yes
Ocean Township	Yes	West Long Branch	Yes

PRESIDENT'S REPORT:

President Roman thanked the Commission for their continued confidence in him.

The most recent Red Bank Board of Health meeting was attended by President Roman and Senior REHS, Greg Nagy. Congratulations to our Red Bank Commissioner Gale Soler who has been elected the new President of the Red Back Board of Health.

Reminder that the Health Officer will travel to Kansas City during the first week of February to attend the NJHOA conference on accreditation and quality improvement.

OPEN PUBLIC DISCUSSION:

There being no further business, the meeting adjourned at 8:27 pm on a motion by, Les Mathis seconded by Liz Finnerty.

VOTE: Unanimous

**Next Meeting of the MCRHC #1 Commission will be held on Wednesday, FEBRUARY 17, 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