

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REORGANIZATION MEETING

Wednesday, January 21 2009 – 7:30 P.M.

CALL TO ORDER:

Vice-President Brian Charnick called the meeting to order at 7: 30 p.m. He then led the Regional Board of Health in the salute to the flag. Vice-President Charnick next read the “Open Public Meeting Act Statement”.

ROLL CALL:

Stout & O’Hagan – Barbara Birdsall, Esq.
Eatontown – Brian Charnick, Keyport – Jon Barone, Little Silver – Les Mathis, Red Bank – Gale Soler, Boro of Rumson, Boro of Sea Bright, Shrewsbury Borough – Meg Levinson, Township of Shrewsbury - Maryellen Bailly, 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 Brielle, Boro of Fair Haven, Boro of Highlands, Boro of Keansburg, Boro of Monmouth Beach, Township of Ocean, Boro of Sea Girt, Boro of Spring Lake, Boro of West Long Branch

OTHERS PRESENT:

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

ELECTIONS:

The Health Officer/Secretary of the Commission then opened the 2009 elections:

OFFICE OF PRESIDENT:

Pete Lang motioned to nominate Paul Roman for President, seconded by Jon Barone.
Les Mathis motioned to nominate Brian Charnick for President, seconded by Gale Soler.

Motion to close nominations for the office of President was made by Pete Lang, seconded by Gale Soler.

ELECTIONS (continued):

VOTE:

Eatontown	Abstain	Sea Bright	Roman
Keyport	Roman	Shrewsbury Boro	Abstain
Little Silver	Charnick	Shrewsbury Twp	Roman
Red Bank	Charnick	Spring Lake Hts	Roman
Rumson	Abstain	Tinton Falls	Roman

Roman	5	
Charnick	2	
Abstain	3	Paul Roman is elected President.

OFFICE OF VICE-PRESIDENT:

Pete Lang motioned to nominate Brian Charnick for Vice-President, seconded by Jon Barone.

Motion to close nominations for the office of Vice-President was made by Bryan Dempsey, seconded by Pete Lang.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes	9	
Abstain	1	Brian Charnick is elected Vice-President.

OFFICE OF TREASURER:

Gale Soler motioned to nominate Pete Lang for Treasurer, seconded by Bryan Dempsey.

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

ELECTIONS (continued):

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Peter Lang is elected Treasurer.

APPOINTMENT OF SECRETARY:

Pete Lang motioned to appoint Sandra S. Van Sant, Health Officer, as Commission SECRETARY in accordance with Title 26 of NJSA Health & Vital Statistics, seconded by Gale Soler.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Sandra S. Van Sant is appointed Secretary per statute.

APPOINTMENT OF SECRETARY PRO TEM:

Les Mathis motioned to appoint Gale Soler Commission SECRETARY PRO TEM, seconded by Pete Lang.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1

ELECTIONS (continued):

Gale Soler is appointed as Secretary Pro Tem.

PROFESSIONAL STAFF 2009

Les Mathis motioned to appoint the following professional staff members for 2009, seconded by Bryan Dempsey.

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

Also, Full Time Health Inspectors:

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

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes	9	
Abstain	1	Motion carries.

NON-FAIR & OPEN

APPOINTMENT OF LEGAL COUNSEL (for meeting representation) – Stout and O’Hagan

Jon Barone motioned to appoint the firm of Stout & O’Hagan, represented by Barbara Birdsall, Esq. The motion was seconded by Bryan Dempsey.

Attorney Birdsall has provided the Commission with a Resolution/Contract Agreement and a Business Entity Disclosure Certification.

ELECTIONS (continued):

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Motion carries.

APPOINTMENT OF LEGAL COUNSEL (for litigation) – Hanlon, Boglioli & Hanlon, LLP

Brian Charnick motioned to appoint the firm of Hanlon, Boglioli & Hanlon, LLP, seconded by Pete Lang.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Motion carries.

APPOINTMENT OF CERTIFIED PUBLIC ACCOUNTANT:

The Commission has received a very recent quote from a new CPA firm in addition to the firm of Panis & Attner. To give the Commission time to review this new quote, Pete Lang motioned to defer the appointment of a CPA firm to the February meeting. The motion was seconded by Brian Charnick.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Motion carries.

ELECTIONS (continued):

APPOINTMENT OF BANKS:

Brian Charnick motioned to appoint BANK OF AMERICA as Primary Depository, seconded by Les Mathis.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Motion carries.

APPOINTMENT OF LEGAL NEWSPAPER:

Brian Charnick motioned to appoint the ASBURY PARK PRESS as the newspaper for Public Notices, seconded by Bryan Dempsey.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

Yes 9
Abstain 1 Motion carries.

2009 MCRHC MEETING DATES:

Pete Lang motioned to approve all 2009 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 Brian Charnick.

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

ELECTIONS (continued):

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Yes	Tinton Falls	Yes

2009 COMMITTEE APPOINTMENTS:

The 2009 PERSONNEL COMMITTEE will consist of Les Mathis and Brian Charnick. A third member spot is available.

The 2009 BUDGET & FINANCE COMMITTEE will consist of Liz Finnerty, Gale Soler, Maryellen Bailly and Rick Bolger and Pete Lang, Ex-Officio.

The 2009 FACILITIES COMMITTEE will consist of Pete Lang, Jon Barone and Bryan Dempsey.

SPECIAL INTEREST:

The need for an ad hoc Committee to address PUBLIC EDUCATION and COMMUNITY HEALTH AWARENESS issues has recently been discussed. Pam Heine and Jon Barone have volunteered to participate. Other Commissioners are welcome.

Attorney Birdsall asked Commission members to keep the following rulings from the Policy Manual in mind: Only 1 representative from each town can serve on an MCRHC committee at a time. Also, a committee member's town alternate may not serve on a committee as a substitute for that committee member.

This concludes the 2009 Elections.

MINUTES OF LAST MEETING:

Pete Lang moved to approve the minutes of the December 17, 2008 meeting, seconded by Gale Soler.

Vote: Unanimous

COMMUNICATIONS:

NONE

ASHES: The Health Officer stated that a Closed Session is not necessary at this time. An upcoming bill from the engineer will be presented to the Commission, but has not been received yet.

HEALTH OFFICER'S REPORT:

The January 2009 Health Officer's Report and the December 2008 Conferences & Meetings were previously mailed. The December 2008 CDRSS report from the Epidemiologist is also in tonight's package.

MCRHC held a flu shot clinic for children in Keansburg in conjunction with the new state regulations requiring the influenza vaccine for children ages 6 months – 5 years who attend preschools or daycares. Deadline for compliance is January 31, 2009, otherwise resulting in a child's exclusion from school through March 31, 2009.

As part of an effort to reorganize/redistribute workload following the appointment of the Senior REHS, the Health Officer announced certain MCRHC Town responsibility changes. Sandra Muller, REHS will now be the designated Health Inspector for the Borough of Little Silver, the Borough of Shrewsbury and the Township of Shrewsbury.

Peanut Butter Recall: How do Commission members keep updated on such health issues as food recalls? Les Mathis reminded everyone to refer to the FDA website for daily updates. The MCRHC website homepage is updated by the Health Officer with any pertinent "Health Advisories" as they occur. In addition, Pete Lang suggested the MCRHC website include a link to the FDA website. This will be added.

TREASURER'S REPORT:

The Treasurer's report was presented by Pete Lang. He briefly reviewed the Statement of Accounts for period ending December 31, 2008. The 2008 Year End Revenue Budget and the 2008 Year End Expense Budget have been prepared by the Bookkeeper. Lastly, he commented that T-Bills are still not a worthwhile investment at this time.

Les Mathis motioned to accept the Treasurer's report, seconded by Bryan Dempsey.

VOTE: Unanimous

PERSONNEL COMMITTEE:

The 2009 Staff Report of Employee Carryover Records was presented by the Health Officer.

SECTION 5 PERSONNEL POLICIES: This last set of policies for approval were previously reviewed by the Personnel Committee and mailed out to each Commissioner for review. Brian Charnick motioned to approve the draft policies. The motion was seconded by Les Mathis.

PERSONNEL COMMITTEE (continued):

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

9 Yes

1 Abstain Motion carries.

The Health Officer will compile a complete set of all approved policies for distribution.

FINANCE COMMITTEE:

PAYMENT OF BILLS:

Gale Soler moved to pay the January 2009 bills in the amount of \$ \$59,217.53, seconded by Jon Barone.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

9 Yes

1 Abstain Motion carries.

OLD BUSINESS:

CLOSED SESSION MINUTES UPDATE: Secretary Pro Tem, Gale Soler is now in possession of all sets of past Closed Session minutes to be voted on. She will distribute to all Commissioners. This item is deferred to the February meeting.

BUILD-OUT: The Health Officer presented 4 bids to the Commission, two Electrician quotes and two Construction quotes. After a review of all prices, Pete Lang, Facilities Committee Chair recommended and moved that the Commission take the two lowest bids, (Tinton Falls Engineer @ \$803.00) and John Schmidt (\$1480.00). Jon Barone seconded the motion.

OLD BUSINESS (continued):

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Abstain

8 Yes

2 Abstain Motion carries.

Work to begin February 1, 2009.

2008 AMENDED BUDGET:

A brief discussion was held on the decision that a 2008 amended budget is not needed. This item will be removed from future agendas. The Commission was in agreement.

NEW BUSINESS:

NJ STATE VEHICLE CONTRACT: This item will be deferred to the February meeting.

2009 ORGANIZATION CHART: This item will be prepared for the February meeting, following the outcome of tonight's elections/appointments.

The Borough of Monmouth Beach is in the process of appointing a replacement for former Commissioner Lorna O'Hara. Attorney Birdsall will follow up with the Borough of Keansburg regarding Commissioner appointment.

E-MAILING OF MCRHC MEETING PAPERWORK: In conjunction with the Health Officer, Heather Frketich, Senior Administrative Assistant requested approval to begin e-mailing the meeting paperwork to Commissioners. This move will save cost, paper and administrative time. Printouts will still be available at each Commission meeting. The Commission was in agreement.

2009 PHPF RESOLUTION:

Pete Lang motioned to approve the Resolution for 2009 Public Health Priority Funding, seconded by Gale Soler.

NEW BUSINESS (continued):

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

9 Yes

1 Abstain Motion carries.

NALBOH INFORMATION: The Health Officer mentioned that a booklet on the role of an Effective Local BOH Member is available in tonight's folders.

VOTING BY MEANS OF COMMUNICATION EQUIPMENT: Attorney Birdsall has prepared a "Resolution Amending (Part C, Section VI) of Commission Policy Manual". It provides for voting by persons unable to attend a meeting to the extent permitted by law in accordance with provisions of the Open Public Meetings Act. She also clarified wording in Part D regarding voting procedure for substantive matters and procedural matters.

Gale Soler motioned to approve the Resolution to amend the Commission Policy Manual as stated, seconded by Pete Lang.

VOTE:

Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Shrewsbury Twp	Yes
Red Bank	Yes	Spring Lake Hts	Yes
Rumson	Abstain	Tinton Falls	Yes

9 Yes

1 Abstain Motion carries.

A few Commissioners mentioned the possibility of free conference calling called SKYPE.

MOBILE PHONES: Bryan Dempsey asked if our Verizon phones are on state contract. He was recently pleased with the package and rates offered to Tinton Falls Borough from Verizon.

PRESIDENT'S REPORT:

None

OPEN PUBLIC DISCUSSION:

There being no further business, the meeting adjourned at 8:47 pm on a motion by Brian Charnick, seconded by Gale Soler.

VOTE: Unanimous

Next Meeting of the MCRHC #1 Commission will be held on Wednesday, FEBRUARY 18, 2009 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