

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

Wednesday, April 21, 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, Keyport – Jon Barone, Little Silver – Les Mathis, Monmouth Beach – Joseph Nardone, Red Bank - Gale Soler, Sea Bright – Dan Drogin, Sea Girt - Andrew Miele, Shrewsbury Borough – Paul Roman, Wall Township – Kate Kohri

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, Township of Shrewsbury, Boro of Spring Lake, Boro of Spring Lake Heights, Boro of Tinton Falls, Boro of West Long Branch

OTHERS PRESENT:

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

WELCOME TO:

Kate Kohri of Wall Township. We are very glad to have you with us.

President Roman read a thank you note from Huimin Shen, Epidemiologist & family who received thoughts of sympathy and a plant arrangement from the Commission following the death of her mother in China.

PRESENTATION:

” Immunizations and Healthcare in the Community” by Commissioner Jon Barone of Keyport.

President Roman briefly spoke about training programs on the topic of autism geared toward First Responders to provide them with a better awareness when answering first aid calls.

#### MINUTES OF LAST MEETING:

Jim Langenberger moved to approve the minutes of the March 17, 2010 meeting seconded by Les Mathis.

Vote: Unanimous

#### COMMUNICATIONS:

The Health Officer reported at the March meeting that MCRHC had received the first 2010 Public Health Priority Fund check. She announced that due to current budgetary constraints, the second portion of the 2010 funds will not be received as this program has been cut.

There is good news that the chronic disease self management grant applied for by the Monmouth Public Health Consortium was approved and is scheduled to be received by the end of May.

#### HEALTH OFFICER'S REPORT:

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

H1N1 vaccinations continue at MCRHC with small appointment only clinics in the office in Tinton Falls.

The Health Officer commented on the two ServSafe Food Manager Certification classes recently taught by our Health Educator, Ms. Sophia Jozil. While they provided a "must have" requirement at a low cost to members of the restaurant community, a \$740.00 profit was made from enrollment fees.

Following her attendance at a workshop in Texas, the Health Officer has provided a handout on Climate Change and its effect on public health.

#### TREASURER'S REPORT:

President Roman presented the Treasurer's report in the absence of Liz Finnerty. He briefly reviewed the Statement of Accounts for period ending March 31, 2010.

The Treasurer's Report was accepted as presented.

PERSONNEL COMMITTEE:

PUBLIC HEALTH NURSE: The Health Officer announced the hire of Part-Time Public Health Nurse, Shereen Naqvi of Manalapan effective April 5, 2010 in conjunction with our pilot program through December 31, 2010. Even in her first weeks, she has been very busy with immunization audits, providing H1N1 shots, attending programs/classes, etc.

Les Mathis motioned to approve and memorialize the hire of part-time Public Health Nurse, Shereen Naqvi effective April 5, 2010 at the rate of \$32.00 per hour. She will work a 34.4 hours schedule per pay period. The motion was seconded by Jon Barone.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Sea Girt	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Township	Yes

10 Ayes 0 Nays 0 Abstain Motion carries.

WRECK POND STIPEND: The Wreck Pond summer weekend stipend position to handle provisional beach closures due to rainfall amounts will be required once again this year by the DEP.

Les Mathis motioned to post the Wreck Pond stipend position (\$3,000.00) required from Saturday, May 29, 2010 through September 19, 2010. The motion was seconded by Dan Drogin.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Sea Girt	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Township	Yes

10 Ayes 0 Nays 0 Abstain Motion carries.

The job will be posted on April 23, 2010 with all interested parties submitting their applications by May 7, 2010.

FINANCE COMMITTEE:

PAYMENT OF BILLS:

Gale Soler discussed the following items:

FINANCE COMMITTEE: (continued):

1) Check #23722 for \$33,754.00 (payable to Hertrich Fleet Services) for the purchase of two 2010 Chevy Impalas. The cars were recently delivered.

2) Check #23731 for \$5,519.00 (payable to Allister Business Solutions). She explained that although the original plan had been to lease a new machine, further research by the Bookkeeper and discussion with the new CFO proved better savings would be obtained through an outright purchase of the selected machine. Savings was calculated at \$2,817.87 over three years.

3) PERS accrued liability annual payment originally budgeted at \$80,000 is due, however because of an increased payroll, the actual amount due is \$90,818.

Before a motion to pay the April bills was made, Jim Langenberger requested an update on last month's question regarding a bill for wiper blades. The Health Officer explained that the bill was for two different vehicles and that any future vehicle maintenance charges will be detailed to avoid confusion.

Gale Soler moved to pay the April 2010 bills in the total amount of \$62,835.57. The motion was seconded by Jim Langenberger.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Sea Girt	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Township	Yes

10 Ayes 0 Nays 0 Abstain Motion carries.

OLD BUSINESS:

2009 FINANCIAL DISCLOSURES: Deadline date for filing is April 30, 2010.

NEW BUSINESS:

Gale Soler motioned to approve purchase of the new copier, seconded by Brian Charnick.

VOTE:

Brielle	Yes	Red Bank	Yes
Eatontown	Yes	Sea Bright	Yes
Keyport	Yes	Sea Girt	Yes
Little Silver	Yes	Shrewsbury Boro	Yes
Monmouth Beach	Yes	Wall Township	Yes

10 Ayes 0 Nays 0 Abstain Motion carries.

RFP'S FOR BANKING SERVICES: The CFO has requested RFPs for overall banking services. He and President Roman will meet to discuss the proposals received. The Health Officer and the Treasurer or a member of the Finance Committee will also sit in on this opening discussion. Steve Gallagher, CFO, will review all bids and bring his findings to President Roman, the Health Officer and Treasurer.

REAL ESTATE CONTACT: After a discussion with President Roman, Chris Heine, a realtor in Spring Lake Heights will provide the MCRHC with a referral to a commercial agency for possible assistance in the search for future office space.

KEYPORT: President Roman, the Health Officer, Russell Groves, REHS, and Jon Barone, Keyport Commissioner have been involved with meetings and a presentation to the Keyport Board of Health regarding the very important services and benefits of being a member of the Monmouth County Regional Health Commission No. 1. This presentation was highly complimented and well received. The Borough of Keyport recently received a quote for public health services from the Monmouth County Health Department that is currently under their consideration.

MARLBORO REQUEST: President Roman stated that the Township of Marlboro has submitted a written request to MCRHC for a quote to provide public health services to their municipality.

ARRA VACCINES: The Health Officer has applied to the state to have MCRHC be a provider of five vaccines that are part of the ARRA (American Recovery & Reinvestment stimulus) program – HPV, TDAP, Zostovax, Pneumovax and Prevnar. If our application is accepted, we will be able to provide these additional vaccines at low or no cost to the public through August 2010 (or possibly longer)..

MCHD FEES: The Health Officer announced that Monmouth County Health Department has instituted new fees for their STD clinic and their immunization clinic. These fees, as follow, apply to persons not residing in the MCHD jurisdiction.

- \$20.00 for STD clinic participants
- \$15.00 per shot for immunization clinic participants

PRESIDENT'S REPORT:

President Roman directed everyone to an interesting website: countyhealthrankings.org sponsored by Robert Wood Johnson in conjunction with other national organizations. It provides Monmouth County standings as well as ratings around the U.S.

The previously discussed proposed NJ legislation regarding consolidation of health department services under county departments has not made any progress at this time. President Roman states we are prepared to respond if necessary in the future.

NALBOH 2010 Membership cards handed out to any town which didn't receive them at the March meeting.

OPEN PUBLIC DISCUSSION:

Gale Soler had a question about necessity of the Commission's renewal of a Bank of America safe deposit box. She stated that she understands there is only one item in it of which there may be a copy held elsewhere. At 8:27 pm following a very brief discussion, Jim Langenberger motioned to enter into Closed Session to provide the Commissioners present with an explanation of the contents of the safety deposit box. This motion was seconded by Les Mathis.

Vote: Unanimous

The Commission exited Closed Session at 8:34 pm on a motion by Jon Barone, seconded by Jim Langenberger.

Vote: Unanimous

There being no further business, the meeting adjourned at 8:36 pm on a motion by President Roman seconded by Brian Charnick.

VOTE: Unanimous

**Next Meeting of the MCRHC #1 Commission will be held on Wednesday, MAY 19, 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,

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Sandra Van Sant  
SECRETARY