

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REGULAR MEETING

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

CALL TO ORDER:

President Paul Roman called the meeting to order at 7:30 a.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 (departed 8:15 pm ), Little Silver – Les Mathis, Monmouth Beach – Joseph Nardone, Township of Ocean – Vinnie Buttiglieri, Red Bank – Gale Soler, Rumson - Alix Ann Arlinghaus & Trish Sullivan, Pete Lang – Sea Bright, Mary Elliot – Sea Girt, Shrewsbury Borough – Paul Roman, Spring Lake – Liz Finnerty, Tinton Falls – Bryan Dempsey, 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, Township of Shrewsbury, Boro of Spring Lake Heights

PRESENT:

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

REGULAR SESSION MINUTES OF LAST MEETING:

Bryan Dempsey motioned to approve the minutes of the September 16, 2009 meeting. The motion was seconded by Pete Lang.

Vote; Unanimous

COMMUNICATIONS:

A thank you letter was received from the Monmouth County Cancer Coalition for the MCRHC's participation in this summer's Skin Cancer Screening program.

COMMUNICATIONS (continued):

Also, one-third of the H1N1 Influenza grant monies MCRHC is slated to receive from the State Health Department should arrive in November covering the period through July 2010.

HEALTH OFFICER'S REPORT:

The October 2009 Health Officer's Report and the September 2009 Conferences & Meetings were previously e-mailed/mailed. The August September 2009 CDRSS report from the Epidemiologist in tonight's package.

The Health Officer continues with MCRHC's focus on H1N1 prevention and vaccination planning. We have received 2500 doses of live nasal vaccine, but there will be ongoing shipments to include inactivated vaccine. Once vaccines are received, public and school based clinics will be held for target groups. Vaccine will also begin to be disbursed to private providers who are registered with the state as "Vaccinator Only" sites. Two clinics for EMS workers have already been held. The Health Officer reminded everyone that vaccination is on a voluntary basis. So far school absenteeism has remained much under Spring 2009 school absenteeism, but we are only at the beginning of the winter flu season. She also responded to a question regarding possible side effects of the H1N1 vaccine, by stating they are similar to side effects of the seasonal flu vaccine.

President Roman asked that everyone review the NJDHSS Public Info Update Weekly on H1N1.

Les Mathis motioned to accept the Health Officer's report, seconded by Vinnie Buttiglieri.

TREASURER'S REPORT:

The Treasurer's report was given by Pete Lang who reviewed the financial report for period ending September 30, 2009. All additional quarterly reports are in tonight's folders for Commissioner/town review.

Accepted as presented.

PERSONNEL COMMITTEE:

FINANCIAL CONSULTANT SEARCH: MCRHC has received 7 applications for this position. The Health Officer and Personnel Committee will meet to select the candidates they will invite for interviews.

The Health Officer has a draft Registered Environmental Health Specialist job posting which has been reviewed by the Personnel Committee.

FINANCE COMMITTEE:

PAYMENT OF BILLS:

Gale Soler moved to pay the October 2009 bills in the amount of \$26,747.95, seconded by Liz Finnerty.

VOTE:

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

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

OLD BUSINESS:

ASHES:

Pete Lang motioned to enter Closed Session at 7:43 pm for discussion of litigation, seconded by Bryan Dempsey.

VOTE:

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

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

Note: Les Mathis will record Closed Session minutes for this session.

OLD BUSINESS (continued):

Bryan Dempsey motioned to exit Closed Session at 7:49 pm, seconded by Les Mathis.

VOTE:

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

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

Bryan Dempsey motioned to hire Kathleen Wall, Esq. as collection attorney to attempt reimbursement of the fees awarded by Judge Lawson in the Ashes case. Start up fee is \$250.00 and a 20% commission payable to Attorney Wall upon recovery of funds. The motion was seconded by Jim Langenberger.

VOTE:

Brielle	Yes	Rumson	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Sea Girt	Yes
Keyport	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	No	Tinton Falls	Yes
Ocean Township	Yes	West Long Branch	Abstain
Red Bank	Yes		

13 Ayes, 1 Nay, 1 Abstain. Motion carries.

WALL TOWNSHIP UPDATE: Upon further conversation with the Township of Wall, President Roman and the Health Officer announced they will officially join the MCRHC effective January 1, 2010. A draft agreement between the MCRHC and Wall Township has been prepared and will be reviewed by Attorney Birdsall. Once approved, it will be forwarded by Attorney Birdsall to both Joe Verruni, Wall Township Administrator and the Wall Township Attorney for signatures.

NURSING SERVICES: Nursing service committee members Jon Barone, Bryan Dempsey, and the Health Officer continued discussion for development of the proposed pilot program previously introduced to the Commission. They would suggest and support a plan to hire a Part-Time nurse during the first quarter of 2010. Jon reiterated several of the pros of this plan including cost containment, taking better control of the services provided to our towns as we continue to use VNA to supplement needed activities. Also, the Commission will develop a

OLD BUSINESS (continued):

stronger presence in the community, and the Health Officer will be provided assistance with many of the clinical aspects she now is solely responding to. This newly incorporated in-house service will be extremely important from a financial standpoint to many of our municipalities. The Health Officer distributed a draft job description tonight. It appears the next step would be to begin to make this proposal a reality. The Nursing Services Committee will prepare a resolution for 2010 to be voted on at the November meeting.

**MCRHC OFFICE EXPANSION:** President Roman spoke of looking into possible options for the housing of newly hired staff as well as better containment of the vaccine refrigerator. He suggests there may be other strategies besides going to public bid. He plans repeat conversations with architectura/engineering parties. He will bring the results/ideas from those conversations to the Facilities Committee and the Health Officer.

Bryan Dempsey voiced concern over possible increasing fees for MCRHC towns as we have begun 2010 budget discussions. He felt that he might be reflecting the feeling of many other towns that could not support an expensive build out. Members of the Budget and Finance Committee having met once to discuss the draft expense budget, believe the MCRHC staff had presented alternative plans to use already existing rooms for new offices/work areas that would keep costs down to a minimum at this point in time.

President Roman will take the opportunity to have his conversations and report back his findings to the Facilities Committee and the Budget and Finance Committee.

NEW BUSINESS:

ORDINANCE NO.1: Several proposed increases to fees within this MCRHC Chapter 24 code regulating retail food establishment fees were introduced at the September 16, 2009 meeting by the Health Officer. Announcement of a Public Hearing to be held at the October 21, 2009 MCRHC meeting was announced in the Asbury Park Press.

Additional wording and renumbering revisions were made at tonight's meeting by Attorney Birdsall and the general Commission.

Bryan Dempsey and Jim Cocuzza motioned and seconded to open the Public Hearing for Ordinance No. 9-01 at 8:23 pm.

As no members of the Public were present, and no objections heard, Vinnie Buttiglieri and Pete Lang motioned and seconded to close the Public Hearing for Ordinance No. 9-01 at 8:24 pm.

Following the Public Hearing, Bryan Dempsey motioned to adopt Ordinance 9-01, An Ordinance Amending an Ordinance entitled "An Ordinance Establishing a Code

NEW BUSINESS (continued):

Regulating Retail Food Establishments, and Fixing Fees for Licensing and Plan Review Thereof” seconded by Les Mathis.

VOTE:

Brielle	Yes	Rumson	Yes
Eatontown	Yes	Sea Bright	Yes
Keansburg	Yes	Sea Girt	Yes
Keyport	Departed Meeting	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Tinton Falls	Yes
Ocean Township	Yes	West Long Branch	Yes
Red Bank	Yes		

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

2010 DRAFT HEALTH SERVICES BUDGET: The Health Officer reported following an initial meeting of the Budget and Finance Committee (Liz Finnerty, Gale Soler), herself and Mrs. Ippolito, Bookkeeper. She highlighted several points of the draft expense budget: New Hires: REHS. Part-Time Clerical, and Part-Time Contract Financial Consultant. A negotiated 4% salary increase for Union employees and the continuing need for the Summer Wreck Pond Summer Stipend position in 2010 to fulfill DEP requirements.

Increases: Unemployment, State Retirement System  
Estimated Health Insurance Costs  
New Car (for new REHS hire)

Decreases: Legal Services (as Ashes case winds down), although some funds will be needed to use as a resource for future enforcement issues)  
Copier Lease

It was discussed to have future replacement of desktop computers with laptops as needed. Some laptop costs have been covered by H1N1 funds.

PRESIDENT'S REPORT:

President Roman has been following Washington news in regard to Public Health Funds

President Roman once again extends an invitation to the upcoming conference: It is important for MCRHC to be represented. Please call the Health Officer if you are interested in attending.

PRESIDENT'S REPORT (continued):

November 14, 2009 – NJLBHA Emergency Preparedness: A Training Summit at Middlesex County Fire Academy “Your Role in Protecting Your Community from H1N1 and Emerging Health Threats.

Also dates for 2009 League of Municipalities are: November 16 –20, 2009.

The monthly MCRHC meeting will be held on November 18<sup>th</sup> as planned. Please let Mrs. Frketich know if you will not be in attendance.

OPEN PUBLIC DISCUSSION:

There being no further business, the meeting adjourned at 8:35 pm on a motion by Pete Lang, seconded by Brian Charnick.

VOTE: Unanimous

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

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Sandra Van Sant  
SECRETARY