REORGANIZATION MEETING

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1
AGENDA
Reorganization Meeting - Tuesday, January 28, 2020 at 6:00 PM
at 1540 West Park Avenue – Suite #1 Tinton Falls, New Jersey

1. Call to Order
2. Reading “Open Meeting Act Statement”
3. Salute to the Flag
4. Roll Call
5. Nominations and Election of Commission Officers - Meeting adjourned sine die with David Henry/Health Officer appointed to conduct election of:
   - President
   - Vice-President
   - Treasurer
6. Secretary Appointment
7. Appointment of Secretary Pro Tem – B. Padula, Esq., et al. / D. Henry, HO
8. Appointment of Professional Staff
   - Health Officer D. Henry
   - CFO S. Gallagher
   - PHN Manager Ammar Rizvi
   - Principal REHS L. Muscillo
   - Senior REHS Staff D. Astlino, M. Kowal
   REHS Staff O. Dos Santos, G. Hawriluk
   Part-Time REHS (candidate hire resolution under HR Committee)

REORG CONSENT AGENDA
(Items 9 through 28)
All Resolutions on the Consent Agenda will be voted on in one motion, unless Commission members determine that a particular resolution requires additional discussion.

9. Legal Counsel – appointed without retainer
   - Cleary, Giacobbe, Alfieri, Jacobs, LLC – Bruce Padula, Esq.  RESOLUTION 2020-1
10. Conflict Counsel – as need
    King, Kitrick, Jackson & McWeeney, LLC – Mark Kitrick, Esq.  RESOLUTION 2020-2
11. Certified Public Accountant - appointed without retainer (on recommendation of Audit Committee)
    - Suplee, Clooney & Company, CPA  RESOLUTION 2020-3
12. Regional Health Educator - Concetta Polonsky, MPH, CHES  RESOLUTION 2020-4
13. Primary Depository of Funds - Valley National Bank
14. Legal Notices Published in Newspaper
    - Asbury Park Press
    - Star Ledger (secondary for Sunshine Law notices)  RESOLUTION 2020-5
15. Approve Annual 2020 Commission Meeting Dates, Times and Locations  RESOLUTION 2020-6
16. Website Management - City Connections, LLC  RESOLUTION 2020-7
17. IT Support – Inter Network, LLC  RESOLUTION 2020-8
18. Office Cleaning - Master Maintenance  RESOLUTION 2020-9

1/21/20
MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1
AGENDA – pg. 2
Reorganization Meeting - Tuesday, January 28, 2020 at 6:00 PM
at 1540 West Park Avenue – Suite #1 Tinton Falls, New Jersey

19. 2020 Cash Management Plan  RESOLUTION 2020-10
20. Financial Software - Edmunds  RESOLUTION 2020-11
21. CLEP Grant – Lead Inspector/Risk Assessor – Ken Walls  RESOLUTION 2020-12
22. Public Health Accreditation (PHAB) Fees  RESOLUTION 2020-13
23. Performance Management System Support Services  RESOLUTION 2020-14
24. Payment of Bills in Absence of Quorum  RESOLUTION 2020-15
25. TB Shared Service Agreement with MCHD  RESOLUTION 2020-16
26. MMC Occupational Health  RESOLUTION 2020-17
27. Language Line Services  RESOLUTION 2020-18
28. Lead Meter Purchase ($16,020)  RESOLUTION 2020-19

End of Reorg Consent Agenda

29. Committee Appointments by President
   a) Budget and Finance Committee
   b) Human Resources Committee
   c) Operations Committee
   d) Audit Committee
   e) Governance Committee
   f) VNA

30. APPROVAL OF MINUTES:
    December 17, 2019 – (Open)
    December 17, 2019 – (Closed)

31. COMMUNICATIONS
    - PR Packet/Culture of Improved Customer Service
    - Health Education Request Form

32. CLOSED SESSION  RESOLUTION 2020-20

33. HEALTH OFFICER’S REPORT
    - BOH Member Orientation – Full membership
    - REHS Workload Examples
    - Monthly Staff Conferences/Meetings/Professional Trainings Report
    - Health Topics Survey
    - Regional Service Agency

34. CFO REPORT

35. TREASURER’S REPORT

36. COMMITTEE REPORTS
   a. Budget & Finance
      - Approval for Payment of Monthly Bills (January 2020)  RESOLUTION 2020-21

1/21/20
b. Human Resources Committee
   - CFO Annual Salary Resolution 2020
     RESOLUTION 2020-22
   - Bookkeeper Annual Salary Resolution
     RESOLUTION 2020-23
   - PT REHS Hire — S. Martens
     RESOLUTION 2020-24
   - Monmouth Univ Work Study Hire
     RESOLUTION 2020-25

c. Operations


e. Audit Committee – 2018 Results
   - Commission Certification of 2018 Audit Results
     RESOLUTION 2020-26

f. VNA Sub-Committee
   - 2020 VNA Contract with MCRHC Towns
     Pending

37. PRESIDENT’S REPORT
   - Decision on Future Meeting Document Access

ORDINANCES
   - First Reading and Introduction – NONE
   - Second Reading and Introduction – NONE

38. PUBLIC COMMENT
   (In accordance with the Open Public Meetings Act)

39. OLD BUSINESS
   - Accreditation Project Update

40. NEW BUSINESS
   - Application Approval for DCA Shared Services Grant Offerings
      RESOLUTION 2020-27
      Deadline February 28, 2020

41. NEXT REGULAR MEETING Tuesday, February 25, 2020, at 6:00 P.M.
    at 1540 West Park Avenue – Suite #1 Tinton Falls, New Jersey

42. ADJOURNMENT