CALL TO ORDER:

President Roman called the meeting to order at 6:16 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:


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

ABSENT:

Boro of Highlands, Boro of Monmouth Beach, Township of Ocean, Boro of Red Bank, Boro of Rumson, Boro of Spring Lake, Boro of Tinton Falls, Boro of West Long Branch

OTHERS PRESENT:

David A. Henry – Secretary/Health Officer, James J. Kinneally III, Esq., Heather Frketich, Office Coordinator, VNA Representatives Colleen Nelson, RN, BSN, and Kristine McCoy, MD, MPH

VISITING NURSE ASSOCIATION PRESENTATION:

HANDOUTS: Children & Family Institute and VNA Homecare and Community Based Services Listings per town (previously e-mailed)

The presentation began with an overview of the Children & Family Health Institute background, 3 programmatic centers which include the Early Childhood Development & Family Support, Pediatric Home Care and Primary Care & Public Health). goals, priorities and key initiatives were briefly reviewed

“no wrong front door” for those in need

The presentation ended with an explanation of the priority of accessible, comprehensive and coordinated “clinically aligned” care.

After the presentation, President Roman addressed what he called “flawed reporting”.

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Approved Minutes June 28, 2016
PRESENTATION (continued):

Commissioner Casagrande applauded the VNA’s first outreach to the Commission in a long time, but requested a clearer explanation of what populations a town’s contract covering? The underinsured, uninsured, insured? What part of Direct Observe Therapy or Childhood Lead cases is handled by the Public Health Nurse? By the VNA?

Dr. McCoy reminded all that the VNA contract is not a replacement for medical care. Also Coordination of Care is not covered by insurance.

Dr. Fisher noted that tonight’s presentation involves all services provided within all zip codes within the MCRHC jurisdiction. What should be pinpointed are the specifics of what MCRHC towns pay for. What are the rates based on?

There is and has been a lack of understanding of the breadth and depth of what an individual town is paying.

The Health Officer also mentioned that the GPHP has asked for the same information detail during their meetings.

Dr. McCoy stated that she appreciated the Commissions’ advisement of the problem.

In summary, remaining on a positive and constructive tone, the Commission members are calling for a future meeting to relay more detail and to come up with a better solution was agreed to by both parties. There also may be services that the towns are not availing themselves of because they do not know they exist for their residents.

MINUTES OF LAST MEETING:

OPEN SESSION:
April 26, 2016

Dr. Sullivan motioned to approve the Open Session Minutes of April 26 2016, seconded by Theresa Casagrande.

VOTE: Unanimous

CLOSED SESSION:
April 26, 2016

Theresa Casagrande motioned to approve the Closed Session Minutes of April 26, 2016, seconded by Dr. Sullivan.

VOTE: Unanimous
COMMUNICATIONS:
None

HEALTH OFFICER’S REPORT:
The May 2016 Health Officer’s Report (reflecting April 2016 activity), the April 2016 Conferences & Meetings, the April 2016 CDRSS Reports, the April 2016 Public Health Nursing Report, the 1st Quarter 2016 Vital Statistics and the Health Educator invoice were previously mailed/e-mailed.

Mr. Henry reported on:
- his attendance of Class of 2016 Rutgers graduation where President Obama gave commencement speech and the School of Public Health convocation

ACCREDITATION:
- The staff’s QI efforts continue with Rutgers’ webinars. The MCRHC has defined 4 projects to be incorporated into the QI Plan. (the “Hamburger” of retail food inspection database), the landfill, tracking of perinatal Hepatitis B, and the Middletown’s development of a new septic system database.

HANDOUT: Revised QI Survey Maturity Tool illustrating a baseline to identify areas already improved upon as well as areas requiring the most future attention.

A continuous QI is process driven and the purpose of the QI Committee (benefit to our towns) is ultimately better, more efficient service. Commissioner participation in the form of an ad-hoc committee is required. Main responsibility will begin with review of the Quality Improvement draft plan. Dr. Fisher or Sea Bright and Dr. Sullivan of Little Silver agreed to be on this committee. An e-mail can be forwarded to the Commissioners not in attendance this evening to invite their participation also.

- Ongoing Zika Preparedness and Testing with Public Health Partners
  HANDOUT: Zapping Zika
  Monmouth County Health Department received a grant in the amount of $50,000 to provide Immunizations. – The Health Officer requested Commission opinion on sharing in the grant. Do we share in the grant money? Further details will be provided to the Commission after the June 15th deadline.
  Call Mosquito Control Division or MCRHC for mosquito breeding issues.

Theresa Casagrande motioned to accept the Health Officer’s report, seconded by Dr. Fisher.

VOTE: Unanimous

CFO REPORT: No Report.
TREASURER’S REPORT:

Presented by President Roman in the absence of Liz Finnerty, Treasurer. He briefly reviewed the Statement of Accounts for period ending April 30, 2016.

The Treasurer’s Report was accepted as presented.

BUDGET & FINANCE COMMITTEE:

Vice-President Giles reported:

1) The B & F Committee continues to concentrate on reworking the methodology currently used in the assessing town fees. – no agreed upon resolution yet.

AUDIT COMMITTEE: No Report.

PAYMENT OF BILLS:

Jay Amberg motioned to pay the May 2016 bills in the amount of $142,635.69. The motion was seconded by Dr. Fisher.

ROLL CALL VOTE:

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<td>Little Silver</td>
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<td>Spring Lake Heights</td>
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<td>Sea Bright</td>
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VOTE: 8 Ayes, 0 Nays, 0 Abstain
Motion carries.

HUMAN RESOURCES COMMITTEE:

Professional Services Contract
Resolution 2016-17

APPOINTMENT OF GENERAL LEGAL COUNSEL (without retainer) – Cleary, Giacobbe, Alfieri, Jacobs, LLC – Bruce Padula, Esq.

Being that all paperwork being in order and money available in the 2016 budget, Theresa Casagrande motioned to authorize President Roman to execute a contract on behalf of MCRHC with the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC – Bruce Padula, Esq. to provide general legal services to the Commission pursuant to the agreement. The motion was seconded by Dr. Sullivan. The appointment will be in effect from June 1, 2016 to December 31, 2016.
HUMAN RESOURCES COMMITTEE (continued)

ROLL CALL VOTE:

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VOTE: 7 Ayes, 1 Nays, 0 Abstain
Motion carries.

Thank you to Jim Kinneally and the firm of Marriott, Callahan, Blair & Greer for providing legal counsel to Monmouth County Regional Health Commission since 2014.

Other discussion items:
Personnel Policy Manual Review – It was determined that review for possible updates is best handled in sections. This will merge with work on Accreditation standards. Theresa Casagrande suggested the use of the JIF personnel policy manual as a model.

An employee RICE notice is necessary prior to discussion of another issue.

Employee Overtime/Mileage Reimbursement policy clarification – discussion item for June agenda following discussion by the Budget & Finance Committee and Labor Counsel review. There is no written policy regarding this issue in the current MCRHC Personnel Policy manual. Union contract to be reviewed. Are employees to be paid to drive to MCRHC to pick up a work car for after-hours calls? When does the clock start for after-hours work?

OPERATIONS COMMITTEE: No Report.

GOVERNANCE COMMITTEE: No Report

OLD BUSINESS:

At 7:45 pm, Theresa Casagrande motioned to enter Closed Session for the purpose of a discussion of negotiations with the City of Long Branch. The motion was seconded by Keri Pagnoni.

Heather Frketich exited the room.

_________________________ motioned to exit Closed Session at 7:54 pm, seconded by ________________.

Heather Frketich rejoined the meeting.
NEW BUSINESS:

80TH ANNIVERSARY OF MCRHC (Friday, October 14, 2016)
MCRHC Invitations and “Save the Date” Flyers to be worked on. When further information is available, Commissioner Casagrande offered some assistance in reaching out to proposed speakers.

The Commissioners felt it would be appropriate to provide some type of memorabilia piece for the staff (to be determined).

PROPOSED ORDINANCE 16-06 (Non Food Service Fees, currently MCRHC Ordinance 15-06)
The Health Officer recently proposed an update to include and standardize our (vaccine related) fees (Title 26 – Fees for Services)

The proposed amendment revisions discussed at the April Commission meeting have been incorporated into a draft version of 16-06 Section 1.8 setting administrative fees for VFC/VFA vaccine administration ($12.00 for VFC and $24.00 for VFA) and were recently e-mailed to the Commissioners for their preview.

A clause remains for fee waiver for any individuals for whom these cost would inhibit receipt of a vaccination(s).

Theresa Casagrande motioned for the Commission to introduce draft Ordinance 16-06, seconded by Dr. Sullivan.

ROLL CALL VOTE:
Brielle  Yes  Sea Girt  Yes
Fair Haven  Yes  Shrewsbury Boro  Yes
Little Silver  Yes  Spring Lake Heights  Yes
Sea Bright  Yes  Wall Twp.  Yes

VOTE: 8 Ayes, 0 Nays, 0 Abstain
Motion carries.

PUBLIC COMMENT PERIOD:
No Public present.
PRESIDENT'S REPORT:

- President Roman briefly commented on the PHACE (Public Health Association's Collaborative Effort) on May 19 at Mercer County College, 2016 9 am – 3:30 pm. David Henry, HO, Dr. Sullivan, Little Silver Commissioner and BOH member, Shereen Naqvi, PHN, Connie Polonsky, Regional HE also attended. He described good interface, good speakers and good breakout sessions and interesting dialogue that brought out the fact that there is a great need for education in regard to the structure of Public Health and who has the authority.

President Roman will also attend an additional PHACE Retreat to be held on June 9th and 10th in Red Bank for further Public Health Officials training.

He also reported that the program was partially taped and available the 2nd week in June 8, 2016 NACCHO and 5 other organizations. We may possibly link to our website.

There being no further business, the meeting adjourned at 8:07 pm on a motion by Theresa Casagrande, seconded by Keri Pagnoni.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, JUNE 28, 2016 at 6:00 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,

David A. Henry
SECRETARY