

ESSEX REGIONAL HEALTH COMMISSION

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Carrie Nawrocki, Executive Director

Commission Meeting

February 28, 2017

Opening of the Meeting

L. Anello opened the meeting at 10:15 a.m. by declaring that it had been duly advertised in accordance with Chapter 231 of the New Jersey Open Public Meeting Act of 1975.

Attendance

L. Anello, President
M. Raimo
V. DeFilippo
J. Fonzino (alternate)
K. Costello
R. Roe
W. Wallace
C. Nawrocki, Director
R. Budris, Deputy Director
S. Portuese (arrived 10:25)
C. Britton
V. Kuteyi
Nathaly Agosto Filión (guest)

Absent

T. Restaino
T. DeNova
S. Bastola
Newark (vacant)

Minutes of the Meeting of December 13, 2016

The minutes were approved unanimously on a motion by R. Roe and seconded by J. Fonzino (Attachment 1).

Expenditure Report for December 1, 2016 through February 15, 2017

The Expenditure Report was unanimously ratified on motion V. DeFilippo and seconded by K. Costello (Attachment 2).

Announcements

C. Nawrocki announced that Victor Kuteyi has been appointed as the Commissioner representing the city of East Orange.

The plan to appoint Nathaly Agosto Filión as the alternate representative for Newark was announced.

R. Budris requested that the local health departments provide contacts for ERHC’s notification systems.

Old Business

None

New Business

Audit Report

Marie DeSena of DeSena and Company Public Accountants presented an unqualified opinion of the 2016 annual audit report to the Commission. (Attachment 3). Following discussion by the board, the audit report was accepted by a unanimous vote on a motion by R. Roe and a second by V. DeFilippo.

Meeting Schedule Change

A modified meeting schedule was passed unanimously for 2017 on a motion by W. Wallace and a second by K. Costello. The meeting dates are as follows:

- February 28
- April 18
- June 20
- September 19
- November 21
- December 12

Cost of Living Increase

A 1.5% cost of living increase that will be retroactive to January 1 was passed unanimously on a motion by M. Raimo and a second by C. Britton.

JIF Alternate Resolution

Resolution #17-02-01(Attachment 4) designating Marisol Leguizamon the alternate JIF representative for ERHC was passed unanimously on a motion by J. Fonzino and a second by W. Wallace.

Resolution for Bank Access

Resolution # 17-02-02 (attachment 5) granting Marisol Leguizamon access to all bank accounts including Cash Management accounts was passed unanimously on a motion by K. Costello and a second by J. Fonzino.

Resolution for HERC services from HRHC

Resolution 17-02-03 (attachment 6) Entering into a shared services agreement with HRHC for Health Education/Risk Communications services was passed unanimously on a motion by J. Fonzino and a second by W. Wallace. The terms of the agreement are in attachment 7.

New Jersey Environmental Health Association Conference

An announcement was made to the Commissioners that the conference would be held in Atlanta City March 5-7, 2017 covering environmental topics and offering an opportunity to acquire REHS and HO education credits. ERHC would cover the cost for the Commission towns for the health officer and one inspector.

Update on Epidemiologist

C. Nawrocki provided an update to the group on the search for a new Commission Epidemiologist.

NJACCHO and Essex County Health Officer's Association Update

W. Wallace and V. DeFilippo provided an update to the commissioners of NJACCHO executive committee activities and Essex County Health Officer's Association activities. Topics included the efforts being made to petition for funding for the new lead standards, priority health funding, a meeting (on the 6th) with the new office of local public health director, the audit for local health departments and the Health Officer exam were the primary issues that was discussed.

There being no further business the meeting was adjourned by L. Anello at 12:00 pm

I Carrie Nawrocki, Director of the Essex Regional Health Commission do hereby certify that the foregoing are the minutes of a meeting held on February 28, 2017.

In witness whereof I have hereunto set my hand on this 15th day of June in the year 2017

Carrie Nawrocki, Director