Middle-Brook Regional Health Commission
Meeting
April 20, 2017

1. Call to Order

The meeting of the Middle-Brook Regional Health Commission was held on the above date at Green Brook Town Hall and called to order by President Dr. Jon Fourre by reading the Sunshine Law Statement at 7:00pm.

2. Roll Call

Bound Brook: Mr. Alberto Torregroza
Green Brook: Dr. Jon Fourre
South Bound Brook: Ms. Kathleen Bolmer, Ms. Brenda King
Warren: Mr. Greg Riley, Mr. Malcom Plager, Ms. Laura Burger
Watchung: Ms. Fran Ellis, Mr. Ron Jubin
Others in attendance: Mr. Kevin Sumner, Health Officer
Ms. Karen Wick, Recording Secretary

3. Public Portion

Meeting opened to the public-no response-meeting closed to the public.

4. Minutes

Mr. Riley made a motion to accept the minutes from the February 6, 2017 meeting as amended, seconded by Ms. Ellis. Vote: All in favor.

Mr. Riley made a motion to accept the minutes from the February 22, 2017 special meeting, seconded by Mr. Plager. Vote: All in favor.

5. Treasurer's Report

Mr. Riley made a motion to accept the February Treasurer's Report, seconded by Mr. Jubin. Vote: All in favor.

Discussion of Retired Employees State Health Benefits.

Ms. Ellis made a motion to accept the March Treasurer's Report, seconded by Mr. Jubin. Vote: All in favor.
6. Unfinished Business

A. Culture of Health Grant Update- Bound Brook, South Bound Brook

K. Sumner informed the Commission Members that he will be attending a community meeting tomorrow regarding this grant. The assessments have been completed and the findings will be presented. The next step is to develop an action plan for the next three years. K. Sumner stated that the findings reveal, among other items, that residents don't know where to get information on the resources that are available. K. Sumner stated that their focus will be on a centralized location to get information. K. Sumner informed the Commission Members that the following groups will also be attending the meeting: faith based organizations, schools, mayors, Salvation Army and United Way.

B. Healthy Communities Grant Update- Green Brook

K. Sumner informed the Commission Members that the farmer's market will be opening on Tuesdays from 3pm to 7pm in June. A volunteer manager has been identified who has been able to recruit other volunteers. K. Sumner stated there will be approximately a dozen vendors with a weekly rotating special vendor. The farmer's market will be held in the parking lot of Green Brook's Municipal building.

C. Zika Virus

K. Sumner stated that he will be attending a state conference on the Zika Virus on May 17, 2017. There will be different breakout sessions that focus on mosquito control, lab diagnosis, OB-GYN and appropriate follow ups.

D. Lead

K. Sumner informed the Commission Members that the Governor of NJ has appropriated $10 million dollars in his proposed budget to be distributed to local Health Departments for lead investigation and follow up. K. Sumner stated that the state budget has not been formally adopted. K. Sumner did not know how the money would be allocated, for example, if larger municipalities would receive the money over small municipalities.

E. Insurance Update

Mr. Riley stated that he has not looked into the insurance as K. Sumner has had a meeting with JIF insurance. K. Sumner stated that he did find out that employees are covered by the Commission’s current insurance for the use of their personal vehicles when at work.
F. VNA Contract for 2017

K. Sumner stated that the contract has been revised, the flu clinic service funds have been reallocated to immunization services. K. Sumner stated that the VNA provides services such as child health conferences, school immunization audits, health education, blood pressure screenings, and chronic and communicable disease investigation. Mr. Riley made a motion to approve the VNA contract for 2017, seconded by Mr. Plager. Vote: All in favor.

G. Bound Brook Budget Concerns

K. Sumner informed the Commission Members that Bound Brook would be paying for the 1st Qtr of 2017 services at the 2016 full time rate. K. Sumner stated that as of April 1, 2017 the Commission approved the part time status of Bound Brook for the rest of 2017. K. Sumner stated that the agreement with Bound Brook will be for specific services as a result of this. K. Sumner informed the Commission Members that he verbally informed Nancy Lanner that she will be a part time employee as of May 1, 2017. Mr. Torregroza stated that Bound Brook Board of Health has a meeting to listen to a County proposal for Health services. Mr. Torregroza stated that the Board of Health has been in favor of staying with the Commission. Mr. Plager made a motion to approve billing Bound Brook for the 1st Qtr at the 2016 rate, seconded by Mr. Torregroza. Vote: Mr. Torregroza-yes, Dr. Fourre-yes, Ms. Bolmer-yes, Ms. King-yes, Mr. Riley expressed serious reservations about approving the motion because Bound Brook had participated in the budget process and approved the budget. He reluctantly voted yes, Ms. Burger-yes, Ms. Ellis-yes, Mr. Jubin-yes. Motion passed.

Mr. Plager made a motion to accept the Bound Brook agreement as of April 1, 2017 to be a part time member of the Commission and they will be billed as such for specific services, seconded by Ms. Bolmer. Vote: Mr. Jubin-yes, Ms. Ellis-yes, Ms. Burger-yes, Mr. Riley expressed serious reservations about approving the motion because Bound Brook had participated in the budget process and approved the budget. He reluctantly voted yes, Ms. King-yes, Ms. Bolmer-yes, Dr. Fourre-yes, Mr. Torregroza-yes. Motion passed.

Mr. Riley made a motion to have the Commission compensate Ms. Lanner with a week's pay as she will be reduced to a part time employee, seconded by Ms. Bolmer. Vote: All in favor.

K. Sumner informed the Commission Members that the Commission has been contacted to cover lead investigations by Bernards Township. The Commission will charge $500 per investigation. K. Sumner informed the Commission Members that Hillsborough has also contacted the Commission for a part time inspector for 10 hours a
week. K. Sumner stated that each would have their own agreements with the Commission. K. Sumner stated that Ms. Lanner might perform the lead investigations and be the inspector to perform inspections for Hillsborough.

7. New Business

A. Commission Annual Meeting

K. Sumner and Commission Members decided that the annual meeting will be Monday May 15, 2017 in the Warren Courtroom. K. Sumner informed the Commission Members that Bruce Ruck from the Poison Control Center will be giving a presentation.

B. NJACCHO Mini Grant

K. Sumner informed the Commission Members that the Commission is the recipient of a grant from NJ Association of County & City Health Officials to complete emergency response plans for risk communication, continuity of operations, etc. K. Sumner stated that the outcome will be 4 plans and at least $1500 for the Commission.

8. Addendum to Agenda

A. Watchung Agreement

Mr. Riley made a motion to approve the Watchung Agreement, seconded by Ms. King. Vote: All in favor.

B. Genevieve Rose “Jean” Ross

K. Sumner informed the Commission Members that Ms. Ross, longtime secretary for the Commission, had passed away. Mr. Riley made a motion to have the Commission donate $100 to the Middlesex Boro Rescue Squad in her honor, seconded by Mr. Jubin. Vote: All in favor.

C. Anthony Adario

K. Sumner informed the Commission Members that Mr. Adario, former Mayor of Watchung, had passed away. Mr. Adario was a long time supporter of the Commission.

D. Food Handlers Courses

K. Sumner informed the Commission Members that the Commission will have only one food handler’s course this year.

E. Spring Rabies Clinic
K. Sumner informed the Commission Members that the rabies clinic will be on Saturday May 6, 2017 from 9am to 10am in Warren.

F. Financial Disclosure Statement

K. Sumner informed the Commission Members that their Financial Disclosure Statements are due by April 30, 2017.

G. Verizon Email

Mr. Plager stated that if you have a Verizon email you will need to follow the instructions to keep the email as AOL has taken over Verizon email.

H. Tobacco Sales

Mr. Riley informed the Commission Members that NYC is introducing a new ordinance to ban tobacco sales in pharmacies. The Commission had written Resolutions in support of this when CVS first adopted this policy. Commission Members commented that it would have a bigger impact in a large city.

There being no further business Mr. Riley made a motion to adjourn the meeting at 8:33pm, seconded by Mr. Plager. Vote: All in favor. Meeting adjourned.

Respectfully submitted,

Karen Wick, Recording Secretary