1. Call to Order

The re-organization meeting of the Middle-Brook Regional Health Commission was held on the above date at Green Brook Town Hall and called to order by Executive Secretary, Mr. Kevin Sumner by reading the Sunshine Law Statement at 7:00pm.

2. Roll Call

Green Brook: Dr. Jon Fourre, Bob Longo
South Bound Brook: Ms. Kathleen Bolmer
Warren: Mr. Greg Riley
Watchung: Ms. Fran Ellis
Others in attendance: Ms. Elaine Quinlan (South Bound Brook)
Ms. Patricia Ricci-Allegra (Green Brook)
Mr. Mathew Larosa (Intern, William Paterson)
Mr. Kevin Sumner, Health Officer
Ms. Karen Wick, Recording Secretary

3. Election of the President of the Commission for year 2016

The Executive Secretary opened the floor for nominations of the President of the Commission for 2016. Mr. Greg Riley nominated Dr. Jon Fourre, seconded by Ms. Ellis. There being no further nominations Mr. Riley motioned to close the nominations, seconded by Dr. Jon Fourre. Vote: All in favor.

4. Election of the Vice-President of the Commission for the year 2016

The President of the Commission opened the floor for nominations of the Vice-President for year 2016. Dr. Jon Fourre nominated Mr. Greg Riley, seconded by Ms. Ellis. There being no further nominations Mr. Longo motioned to close the nominations, seconded by Ms. Bolmer. Vote: All in favor.
5. Election of the Treasurer of the Commission for the year 2016

The President of the Commission opened the floor for nominations of the Treasurer of the Commission for the year 2016. Mr. Riley nominated Ms. Jean Mazet, seconded by Ms. Ellis. There being no further nominations Ms. Ellis moved to close nominations, seconded by Ms. Bolmer. Vote: All in favor.

6. Appointment of Executive Secretary

Mr. Kevin Sumner was appointed Executive Secretary for the Commission for the year 2016.

7. Appointment of Commission Physician

Dr. Ronald Frank was appointed Commission Physician for the year 2016.

8. Appointment of Commission Attorney

Mr. George Psak, Esq. was appointed Commission Attorney for 2016.

9. Public Portion

K. Sumner introduced Mathew Larosa, Intern from William Paterson University. K. Sumner asked for Commission and Non-Commission Members from the Local Boards of Health to introduce themselves.

10. Minutes

Mr. Riley made a motion to accept the minutes from the November 23, 2015 meeting, seconded by Ms. Ellis. Mr. Riley discussed amendments to page 3. Mr. Riley made a motion to accept the minutes with the amendments, seconded by Ms. Ellis. Vote: All in favor.

11. Treasurer's Report

Mr. Riley made a motion to accept the November 2015 Treasurer's Report, seconded by Ms. Ellis. Vote: All in favor.

Mr. Riley made a motion to accept the December 2015 Treasurer's Report, seconded by Ms. Ellis. Vote: All in favor.

Discussion of the frequency of mileage reimbursement. K. Sumner advised reimbursement was made monthly now that all are full time.
12. Unfinished Business

A. 2015 Rabies Clinics Summary

K. Sumner informed Commission members that there were 5 Rabies Clinics in 2015. The Commission vaccinated 192 dogs and 46 cats. K. Sumner informed the Commission members that the numbers were slightly higher than the prior year, mostly likely due to the three year vaccination cycle.

B. 2015 Flu Clinic Summary

K. Sumner informed the Commission Members that there were 134 vaccinations given at the clinics. K. Sumner informed the Commission members that the Commission received Medicare reimbursement through Dr. Frank’s office and the total income was $2079.98. K. Sumner informed the Commission Members that press releases advertising the clinics are sent to the papers, posted on the Commission website, posted in town newsletters and websites. Dr. Fourre discussed the Commission role of promoting adult vaccinations and used shingles as an example.

C. State law raising age of access to tobacco

K. Sumner informed the Commission Members that Governor Christie vetoed the law that would raise the age to 21 to purchase tobacco products. K. Sumner stated that the bill had support from both the Senate and Assembly, and that the bill was resubmitted by Senator Cody for the new legislative session.

D. Bound Brook Status - Full Time

K. Sumner informed the Commission Members that as of January 1, 2016 Bound Brook was back to a full time REHS, Nancy Lanner.

13. New Business

A. 2016 Holidays for the Commission

K. Sumner distributed the 2016 Holiday schedule to the Commission Members. Ms. Ellis made a motion to adopt the 2016 Holiday schedule as presented, seconded by Ms. Bolmer. All in favor. Motion passed.
B. 2016 Salary Resolution

K. Sumner stated that the salaries were in the 2016 Budget that was adopted in 2015. Mr. Riley made a motion to approve the 2016 Salary Resolution, seconded by Dr. Fourre. Vote: All in favor. Motion passed.

C. VNA Contract for 2016

K. Sumner informed the Commission members that the amount of the contract is $12,667.50 for 2016. K. Sumner informed the Commission members of the services the VNA helps provide such as the monthly Child Health Conference, disease investigations, and flu clinics. K. Sumner stated that the nursing rate per hour has increased by $1. Ms. Bolmer made a motion to approve the 2016 VNA Contract, seconded by Mr. Longo. Vote: All in favor. Motion passed.

D. Zufall Health Center Contract for 2016

K. Sumner stated that the contract would be the same as the 2015 Contract at $2,537.00. Ms. Ellis made a motion to accept the 2016 Zufall Health Center Contract, seconded by Ms. Bolmer. Vote: All in favor. Motion passed.

E. Warren Agreement for 2016

K. Sumner stated that the amounts are the same as in the budget: $115,409.00. Ms. Ellis made a motion to accept the 2016 Warren Agreement, seconded by Mr. Riley. Vote: All in favor. Motion passed.

F. Bound Brook Agreement for 2016

K. Sumner informed the Commission Members that Bound Brook now has agreed to full time services at $122,290.00. Mr. Riley made a motion to accept the 2016 Bound Brook Agreement, seconded by Ms. Bolmer. Vote: All in favor. Motion passed.

G. Watchung Agreement for 2016

K. Sumner stated that the amounts are the same as in the budget $95,434.00. Ms. Ellis made a motion to accept the 2016 Watchung Agreement, seconded by Mr. Riley. Vote: All in favor. Motion passed.

H. Appointment of Finance and Budget Committee for 2016

K. Sumner informed the Commission Members that there is one representative from
each municipality on this committee.

Bound Brook- Mr. Alberto Torregroza
Green Brook- Dr. Jon Fourre, President
South Bound Brook- Ms. Kathleen Bolmer
Warren- Mr. Greg Riley
Watchung- Mrs. Fran Ellis

I. Approval of 2016 Commission Meeting dates

The Commission meetings will take place at Green Brook Town Hall on the first Monday of the following months:

Monday February 1, 2016
Monday April 4, 2016
Monday June 6, 2016
Monday October 3, 2016
Monday December 5, 2016

Dr. Fourre commented that if there arises a situation similar to H1N1 a few years ago, then the Commission might need to meet more than the dates listed. Commission Members discussed the Zika virus and that possibly the Mosquito Commission would attend the April 4, 2016 Commission meeting.

J. 2016 Meeting Schedule

K. Sumner distributed the 2016 meeting schedule for all local Boards of Health within the Commission.

K. NJDOH Accreditation Mini-Grant Application

K. Sumner informed the Commission Members that the State Health Department had 3-$10,000 grants available to be used for accreditation. K. Sumner stated that there were 7 applicants for the grant. K. Sumner informed the Commission Members that the Commission did receive one of the grants. K. Sumner stated that the money would be used to hire a consultant, Colleen McKay Wharton. K. Sumner stated that the Strategic Plan would be reviewed and updated but the bulk of the project will be to develop a performance management system to monitor progress.

K. Sumner informed the Commission Members that REHS, Nancy Lanner would be speaking at two upcoming conferences about the Quality Improvement Plan.
L. NY Times Article: "The Decline of Big Soda"

K. Sumner distributed the two articles and the Commission Members discussed the political power of the Big Soda Companies. K. Sumner stated that these articles are examples of the shift in thinking of public health high lighting the need to address public health issues from a policy and environmental change approach.

14. Addendum to Agenda

A. Pool Program

Dr. Fourre referenced the articles that the Commission Members had read about pool drownings. Dr. Fourre explained to the new Commission Members that the Commission had enacted a voluntary pool inspection program for residents with pools described the program. He explained this is an example of how the Commission develops policy to address the needs of the community.

B. Cory Booker Letter

K. Sumner informed the Commission Members that the Commission had received a follow up letter from Senator Booker regarding vaccinations. He supports vaccinations and vaccination programs.

C. Current Public Health Issues

Commission Members discussed gun violence and mental health as public health issues for NJ as well as the outbreak of Zika Virus, its potential impact and control measures.

There being no further business Mr. Riley made a motion to adjourn the meeting at 8:40 pm, seconded by Mr. Longo. Vote: All in favor. Meeting adjourned.

Respectfully submitted,

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Karen Wick, Recording Secretary