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: Ms. Mariella Milanova
Green Brook: Dr. Jon Fourre
South Bound Brook: Ms. Brenda King
Warren: Mr. Greg Riley
Watchung: Mr. Ron Jubin, Ms. Fran Ellis
Others in attendance: Mr. Kevin Sumner, Health Officer, Ms. Cherrybel Agbay, Intern, Ms. Chamerra Johnson, Intern, Ms. Karen Wick, Secretary

3. Public Portion

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

4. Minutes

Mrs. Fran Ellis made a motion to accept the February 25, 2013 meeting minutes as presented, seconded by Ms. Mariella Milanova. Vote: Ms. Mariella Milanova- yes, Dr. Jon Fourre- yes, Ms. Brenda King -yes, Mr. Greg Riley- abstain, Mr. Ron Jubin- yes, Ms. Fran Ellis- yes. Motion approved.

5. Treasurer's Report

Mr. Greg Riley made a motion to accept the February Treasurer's Report, seconded by Mrs. Fran Ellis. Vote: All in favor by roll call vote.

Discussion of Dell credit to the bank account.

Mr. Greg Riley made a motion to approve the March Treasurer's Report, seconded by Ms. Barbara King. Vote: All in favor by roll call vote.
Mr. Kevin Sumner stated that the Commission’s recommendation to switch the billing from the end of quarter to mid quarter has worked well for the Commission.

6. Unfinished Business

A. 2012 Flu Clinic Summary

Mr. Kevin Sumner informed the Commission members that the Commission held two flu clinics in 2012. K. Sumner informed the Commission that the number of vaccinations was down. K. Sumner informed the Commission members that the public seems to be switching to local pharmacies to receive their flu shots, but there was no official data that proves this. Commission members discussed new flu strains in China, that surveillance of this new flu is critical. Commission members discussed that the prescription drug Tamiflu has shown resistance. President Dr. Jon Fourre discussed increasing meetings to stay prepared if necessary in the future.

B. Strategic Planning

K. Sumner will send the Strategic Planning Committee a doodle survey so he can get members’ feedback on a date for a meeting. K. Sumner would like to have three meetings with this committee. K. Sumner outlined the road map for the three meetings resulting in a strategic plan with strategic directions. K. Sumner informed the Commission members these meetings will be held over the next five to six weeks and have the document adopted at the Commission meeting in June as well as the annual report. K. Sumner informed the Commission members that having a community assessment plan is necessary to apply for national accreditation.

C. Red Light Cameras

Mr. Greg Riley took this issue to the Warren Board of Health meeting and informed the Commission members that the Warren Board of Health did not feel this was a health issue. Mr. Riley was interested in the feedback from the other towns’ Boards of Health. Mr. Jubin asked if the Commission could incorporate more road safety issues into a position, not just the red light camera issues, to help generate support. Commission members discussed data collection regarding the red light cameras. Mr. Riley informed the Commission members that he would write a report and this topic could be revisited at the next meeting.
D. Residential Pool - Voluntary Inspections

Mr. Riley showed Commission members an article in which two young children had drowned in a pool. K. Sumner informed Commission members that Ms. Agbay, the intern, had been working on this project for the Commission. Ms. Agbay has been preparing a flyer that would accompany a checklist for residential pools that offers safety and sanitation guidelines. K. Sumner stated that the Commission would be offering free residential inspections based on these guidelines. Commission members discussed regulations, that there are no uniform codes. Commission members discussed the best ways to encourage residents to get this free inspection.

E. Greater Somerset Public Health Partnership Annual Meeting- April 4, 2013

K. Sumner informed Commission members that he was not able to attend due to illness. Mr. Riley was able to attend the meeting. Mr. Riley informed the Commission members of the presentations that were offered at the meeting. Mr. Riley stated the presentation dealing with cancer support was very informative.

F. Commission Annual Meeting

K. Sumner informed Commission members that this meeting would be in June and the strategic plan and annual report would be discussed.

G. Immunization Advocacy

Mr. Riley commented that the position statement supporting vaccination is buried on the Commission website. Commission members discussed the religious exemption status. Commission members discussed a new vaccine that would provide immunity from six diseases. K. Sumner informed the Commission members that immunization audits are done and the data suggests that compliance is still high in the Commission service area, but that it does not hurt to continue to educate the public. Commission members discussed posting videos on the Commission website of people who have these diseases that are preventable to show how dangerous they can be.

7. New Business

A. Food Handler Courses

K. Sumner informed the Commission members that the upcoming courses will be held: April 23, 2013 at Green Brook Town Hall from 7pm to 9pm and April 25, 2013 at Green
Brook Town Hall from 9:30am to 11:30am. The evening session will be held in English and Spanish.

K. Sumner informed Commission members that the course will focus on catering and also preparedness for disaster.

B. Rabies Clinic

K. Sumner informed the Commission members that the spring rabies clinic will be Saturday, May 4, 2013 from 8:30am to 9:30am at Warren Firehouse.

C. Community Health Improvement Plan

K. Sumner informed Commission members that every four years this state requirement has to be reevaluated. K. Sumner informed the Commission members that Somerset Medical Center started to develop a plan in early 2011 but due to the retirement of the hospital community services director and change in staff the process was delayed. The new community services director and staff have started to work on this document with the Health Officers and hope to have this completed by June 1, 2013.

D. New Commission Brochure

K. Sumner informed Commission members that Ms. Chamerra Johnson, an intern with the Commission, has begun to streamline the outdated brochure. Ms. Johnson explained some of her ideas to make the brochure more reader friendly, inform the public what the Commission does and to explain the field of public health.

E. Bound Brook Schools Grant

K. Sumner informed the Commission that Empower Somerset, a non profit, has applied for a CDC grant. K. Sumner informed the Commission that he had written a letter of support for Empower Somerset for this grant. K. Sumner informed the Commission that he has requested a copy of the grant as at least some of the focus is on Bound Brook, but the details are unknown. K. Sumner explained some of the programs that are run by Empower Somerset.

F. Measles Outbreak
K. Sumner informed the Commission members that in early March a physician at Somerset Medical Center treated a patient for measles, the physician also contracted measles and may have infected another person. K. Sumner informed the Commission members that there was virtually no information given to Health Officers outside of the County Health Department. The Commission did assist the County OEM with their communication efforts. K. Sumner informed the Commission members that there have been communications with the state epidemiologists regarding this issue.

8. Addendum to Agenda

A. Public Official's Liability Policy

K. Sumner informed the Commission members that he had filled out the paperwork and should be receiving a quote shortly.

B. Former Graduate Student

K. Sumner informed the Commission members that a former student, Elaina Jones and he had written a paper after Hurricane Floyd on the mold impact in Bound Brook. K. Sumner informed the Commission members that the study has been submitted for publication in Remediation Journal.

9. Adjournment

There being no further business, Mr. Riley made a motion to adjourn the meeting at 9:15pm, seconded by Mr. Jubin. All in favor. Meeting adjourned.

Respectfully submitted,

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Karen Wick, Secretary