

Middle-Brook Regional Health Commission
Re-Organization Meeting
February 4, 2019

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

Warren: Mr. Greg Riley, Mr. Malcom Plager

Watchung: Ms. Fran Ellis, Mr. Ron Jubin

Others in attendance: Mr. Kevin Sumner, Health Officer
Ms. Karen Wick, Recording Secretary

3. Election of the President of the Commission for year 2019

The Executive Secretary opened the floor for nominations of the President of the Commission for 2019.

Ms. Fran Ellis nominated Dr. Jon Fourre, seconded by Mr. Ron Jubin.

Dr. Jon Fourre respectfully declined the nomination.

Dr. Jon Fourre nominated Mr. Greg Riley, seconded by Mr. Ron Jubin.

Mr. Malcom Plager made a motion to close the nominations, seconded by Ms. Fran Ellis.

Vote: All in favor. Mr. Greg Riley was elected President of the Commission for 2019.

4. Election of the Vice-President of the Commission for the year 2019

The President of the Commission opened the floor for nominations of the Vice-President for year 2019.

Dr. Jon Fourre nominated Mr. Malcom Plager. Mr. Malcom Plager respectfully declined the nomination therefore there was no second on the motion.

Mr. Malcom Plager nominated Dr. Jon Fourre, seconded by Mr. Ron Jubin. There being no further nominations Mr. Malcom Plager moved to close the nominations, seconded by Ms. Fran Ellis. Vote: All in favor. Dr. Jon Fourre was elected as Vice-President of the Commission for 2019.

5. Election of the Treasurer of the Commission for the year 2019

The President of the Commission opened the floor for nominations of the Treasurer of the Commission for the year 2019. Mr. Kevin Sumner will confirm with Ms. Mazet as she was not present at the meeting if she would like to continue as Treasurer. This item was tabled to the next Commission meeting.

6. Appointment of Executive Secretary

Dr. Jon Fourre made a motion to appoint Mr. Kevin Sumner Executive Secretary for 2019, seconded by Ms. Fran Ellis. Vote: All in favor.

7. Appointment of Commission Physician

Dr. Jon Fourre made a motion to appoint Dr. Frank as Commission Physician, seconded by Ms. Fran Ellis. Vote: All in favor.

8. Public Portion

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

9. Minutes

Dr. Jon Fourre made a motion to adopt the December 3, 2018 meeting minutes with changes to page 3 as discussed, seconded by Ms. Fran Ellis. Vote: All in favor.

10. Treasurer's Reports- November and December 2018

Dr. Jon Fourre made a motion to approve November and December 2018 Treasurer's Reports, seconded by Ms. Fran Ellis. Vote: All in favor.

Discussion of Zufall Health Center, interest amount, worker's comp and format of the reports

11. Unfinished Business

A. 2018 Rabies Clinics Summary

Mr. Kevin Sumner reviewed the summary report with the Commission Members. K. Sumner informed the Commission Members that the numbers are lower than previous years and that a reason might be due to the cyclical nature of rabies vaccination being every three-years. K. Sumner informed the Commission Members that Warren residents who had previously had their animals licensed will be receiving reminders.

B. Culture of Health Grant Update

K. Sumner informed the Commission Members that interviews for the community ambassador positions are starting. The leadership team hopes these positions will help build sustainability into the efforts.

C. NJDOH Audit

K. Sumner informed the Commission Members that NJDOH evaluated the Commission's compliance with public health performance standards. K. Sumner had distributed the report in the agenda package. K. Sumner informed the Commission Member of the areas that would need to be improved on and that the Commission was fully compliant.

D. Middlesex Borough Proposal

K. Sumner informed the Commission Members that the letter from Middlesex Borough had arrived today and Middlesex had decided to stay with Middlesex County.

E. Insurance

Commission Members were informed that the Commission was now insured through the Watchung Joint Insurance Fund. Mr. Greg Riley informed the Commission Members that an insurance certificate was received by the Commission and a copy was emailed in the agenda packet. The Commission now has more insurance coverage at a better price

F. Annual Meeting- April 1st

K. Sumner informed the Commission Members that he had received a call regarding the Rutgers Public Health Symposium being held on April 1, 2019. Since the topic of the Symposium is about public health and gun violence K. Sumner suggested that the Commission attend the session and hold the annual meeting at Rutgers by having a brief meeting following the presentations. Members agreed.

G. Communicable Disease Issues

K. Sumner included in the agenda packet the flu reports. Commission Members discussed; measles outbreaks, tuberculosis outbreak, declining “herd immunity”, and the potential for lawsuits regarding vaccination. The article identifying the WHO (World Health Organization) top ten public health threats was briefly discussed.

H. NACCHO Update

K. Sumner informed the Commission Members that the annual leadership meeting is being held in March. K. Sumner explained that at this meeting various groups come together to do advocacy visits on Capitol Hill and to meet to discuss national public health concerns and direction.

12. New Business

A. 2019 Holidays for the Commission

Ms. Fran Ellis made a motion to approve the 2019 Holidays, seconded by Mr. Ron Jubin. Vote: All in favor.

B. 2019 Salary Resolution

Mr. Malcom Plager made a motion to approve the 2019 Salary Resolution as presented, seconded by Mr. Ron Jubin. Vote: All in favor.

C. Bound Brook Transition

K. Sumner informed the Commission Members that the Commission has not received the 4th quarter 2018 payment or the payment for January and February as agreed. Dr. Jon Fourre made a motion not to turn over documents until the Commission receives the payments, seconded by Ms. Fran Ellis. Vote: All in favor.

D. VNA Contract for 2019 and Zufall Health Center Contract for 2019

K. Sumner informed the Commission Members that these contracts will be renegotiated to fit the Commission budget with only Green Brook, Warren, Watchung and South Bound Brook to use their services.

E. Warren Agreement for 2019

K. Sumner informed the Commission Members that he has not yet received the signed agreement.

F. 2019 Radon Grant

K. Sumner informed the Commission Members that the Commission purchased 150 Radon kits for distribution and that the Commission is reimbursed \$10 for each radon kit. K. Sumner informed Commission Members that Warren has requested the most kits.

G. Appointment of Finance and Budget Committee for 2019

Green Brook- Dr. Jon Fourre

South Bound Brook- Ms. Kathy Bolmer

Warren-Mr. Malcom Plager

Watchung- Ms. Fran Ellis

Mr. Greg Riley, President of the Commission will vote if there is a deadlock vote.

H. Approval of 2019 Commission Meeting Dates and Sunshine Notice

K. Sumner informed the Commission Members of the dates, an electronic copy was provided in the agenda packet.

I. 2019 Meeting Schedule

An electronic copy was provided in the agenda packet, this schedule contains all the dates of all the local Board of Health meetings for the Commission towns.

J. Commission Member Contact List

K. Sumner informed the Commission that Watchung and Green Brook Boards of Health have not met yet. The Commission Members updated the contact list. K. Sumner will email the contact list after these two Board of Health have had their reorganization meetings.

K. Annual Report

K. Sumner informed the Commission Members that the Annual Report to the state is due on February 15, 2019.

L. World Health Organization Threats

The article was discussed with communicable diseases.

13. Addendum to Agenda

Mr. Greg Riley briefed the Commission Members on an article about a NJ State Police lab technician.

There being no further business Dr. Jon Fourre made a motion to adjourn the meeting at 8:14pm, seconded by Ms. Fran Ellis. Vote: All in favor. Meeting adjourned.

Respectfully submitted,

Karen Wick, Recording Secretary

