

Middle-Brook Regional Health Commission  
Re-Organization Meeting  
February 3, 2020

**1. Call to Order**

The re-organization meeting of the Middle-Brook Regional Health Commission was held on the above date at South Bound 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  
South Bound Brook: Ms. Kathy Bolmer  
Warren: Mr. Greg Riley, Mr. Malcom Plager  
Watchung: Ms. Fran Ellis  
Others in attendance: Mr. Kevin Sumner, Health Officer  
Ms. Karen Wick, Recording Secretary  
Mr. Albert Ellis (public)

**3. Election of the President of the Commission for year 2020**

The Executive Secretary opened the floor for nominations of the President of the Commission for 2020. Mr. Malcom Plager nominated Mr. Greg Riley, seconded by Ms. Fran Ellis. There being no more nominations Mr. Malcom Plager made a motion to close the nominations, seconded by Ms. Kathy Bolmer.  
Vote: All in favor. Mr. Greg Riley was elected President of the Commission for 2020.

**4. Election of the Vice-President of the Commission for the year 2020**

Executive Secretary, Mr. Kevin Sumner opened the floor for nominations of the Vice-President for year 2020. President Greg Riley nominated Dr. Jon Fourre, seconded by Ms. Kathy Bolmer. 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 2020.

**5. Election of the Treasurer of the Commission for the year 2020**

The President of the Commission opened the floor for nominations of the Treasurer of the Commission for the year 2020. Mr. Malcom Plager nominated Ms. Jean Mazet, seconded by Ms. Fran Ellis. There being no further nominations President Greg Riley made a motion to close the nominations, seconded by Ms. Kathy Bolmer. Vote: All in favor. Ms. Jean Mazet was elected as Treasurer of the Commission for 2020.

## **6. Appointment of Executive Secretary**

Dr. Jon Fourre made a motion to appoint Mr. Kevin Sumner Executive Secretary for 2020, seconded by Ms. Kathy Bolmer. There being no more nominations Dr. Jon Fourre made a motion to close the nominations, seconded by Ms. Fran Ellis. Vote: All in favor. Mr. Kevin Sumner was appointed as Executive Secretary of the Commission for 2020.

## **7. Appointment of Commission Physician**

Ms. Fran Ellis made a motion to appoint Dr. Frank as Commission Physician, seconded by Ms. Kathy Bolmer. There being no further nomination Mr. Malcom Plager made a motion to close the nominations, seconded by Dr. Jon Fourre. Vote: All in favor. Dr. Frank was appointed as Commission Physician for 2020.

## **8. Public Portion**

Meeting opened to the public. Mr. Albert Ellis stated his support of the Commission and thanked Mr. Kevin Sumner for all his work.

## **9. Minutes**

President Mr. Greg Riley stated the corrections, adding a footnote to be added regarding the amount of \$5.98 as interest and correcting the Legislative section D on page 2 of the December 9, 2019 meeting minutes. Ms. Kathy Bolmer made a motion to adopt the December 9, 2019 minutes with changes as discussed, seconded by Dr. Jon Fourre. Vote: All in favor.

## **10. Treasurer's Report- December 2019**

Dr. Jon Fourre made a motion to approve the December 2019 Treasurer's Report, seconded by Mr. Malcom Plager. Vote: All in favor.

Discussion of laptop purchase

## **11. Unfinished Business**

### **a. President's Message**

President Mr. Greg Riley wrote a brief message which was distributed to the Towns of the Commission. The letter was included in the agenda packet.

### **b. Culture of Health Grant Update**

K. Sumner included information in the agenda packet. K. Sumner informed the Commission Members that an additional prize was to be awarded to communities that had significant changes in health quality. He informed the Commission Members that the first step was a written summary, the second

step was a written application and video, and the third step would be a site visit. He stated that the Commission is on the second step and not sure how many applications had been submitted. Requirements and written summary were included in the agenda packet.

**c. Immunization Bill Status**

President Mr. Greg Riley stated that the NJ Immunization Bills did not pass. He informed Commission Members that the NJ State Assembly refuses to submit another Bill until the Senate works out issues. President Mr. Greg Riley distributed NJ Coalition for Vaccination flyer. Commission Members discussed that the right to choose affects the Community.

**d. NACCHO Update**

K. Sumner informed the Commission Members that he will be in Washington D.C. at the end of February and is scheduled to meet with Senator Booker and Menendez's offices. He will discuss immunization. K. Sumner receives CDC updates through conference calls and will add Dr. Jon Fourre into these conference calls.

**12. New Business**

**A. 2020 Holidays for the Commission**

Dr. Jon Fourre made a motion to approve the 2020 Holidays, seconded by Ms. Fran Ellis. Vote: All in favor.

Discussion of emergency calls and procedures.

**B. 2020 Salary Resolution**

Mr. Malcom Plager made a motion to approve the 2020 Salary Resolution as presented, seconded by Ms. Fran Ellis. Vote: All in favor.

**C. Health Benefit Waiver Resolution**

Ms. Fran Ellis made a motion to approve the Resolution reimbursing Kevin Sumner for not taking Health Benefits to be paid in four quarterly payments, seconded by Mr. Malcom Plager. Vote: All in favor.

**D. VNA Contract for 2020**

K. Sumner informed the Commission Members that the VNA provides child health vaccinations, well baby exams, communicable disease control, school immunization audits, blood pressure clinics in South Bound Brook and Warren senior centers. Dr. Jon Fourre made a motion to approve the VNA contract for 2020, seconded by Ms. Fran Ellis. Vote: All in favor. Commission Members discussed school immunization audits.

**E. Zufall Health Center Contract for 2020**

K. Sumner informed the Commission Members that Zufall provides STD services, and cancer screenings. The contract amount was the same as 2019 for \$600. Commission Members discussed STD rates in the State and in the Nation. Ms. Kathy Bolmer made a motion to approve the Zufall Health Center Contract for 2020, seconded by Ms. Fran Ellis. Vote: All in favor.

**F. Warren Agreement for 2020**

Mr. Malcom Plager made a motion to approve the Warren Agreement for 2020, seconded by Ms. Kathy Bolmer. Vote: All in favor.

**G. Appointment of Finance and Budget Committee for 2020**

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 2020 Commission Meeting Dates and Sunshine Notice**

K. Sumner informed the Commission Members of the dates, an electronic copy was provided in the agenda packet. Commission Members discussed rotating the meetings to each town in the Commission. Mr. Malcom Plager made a motion to approve the meeting dates, rotating the meetings, seconded by Dr. Jon Fourre. Vote: All in favor.

K. Sumner will check on the availability of meeting rooms; April- Green Brook, June- Warren, October- Watchung and December- Green Brook.

**I. 2020 Meeting Schedule**

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

**J. Commission Member Contact List**

An electronic copy was provided in the agenda packet.

**K. Radon Grant- Press Release**

K. Sumner informed the Commission Members that he has sent press releases to the towns in the Commission regarding obtaining the Radon kits.

## **L. Tobacco Legislation**

President Mr. Greg Riley updated the Commission Members of the status of Tobacco Legislation.

Legislation A5922- Increasing penalties of illegal sales of tobacco has been pocket vetoed.

Legislation S1947- Prohibiting sale of menthol cigarettes was referred to Senate Appropriations Committee then bill died.

Legislation A5923- Requiring licensing requirement for vaping establishments has been combined with Bill A5922.

Legislation A3178- Prohibiting sale of menthol cigarettes and flavored electronic smoking devices had been merged into S3265.

Legislation S3265- Prohibiting sales of flavored electronic devices and related products has been approved. This is the only tobacco legislation that passed. The date of approval was January 21, 2020 and will be in effect in 90 days. President Mr. Greg Riley stated that the word person was changed to retailer, and Commission Members discussed who would be responsible to enforce health department or police as legislation was written.

## **M. Coronavirus- Discussion, Press Release**

K. Sumner stated that this is a rapidly evolving issue which is constantly changing. K. Sumner stated that there are currently 11 cases of the Coronavirus in the United States, the key epidemiology factor is travel history. The virus started in Wuhan, China and K. Sumner informed the Commission Members that China has "shutdown" Hubei Province. Dr. Jon Fourre stated that there are 11 cases in the United States and 3 are under investigation in NY. He stated that SARS is another coronavirus. Dr. Jon Fourre looked at the WHO (World Health Organization) website, "myth busters" section and read questions and answers. President Greg Riley asked what the definition of pandemic is. K. Sumner gave definition and stated that WHO has a process to declare a pandemic and it varies by the disease. President Greg Riley asked K. Sumner if he had been contacted regarding coronavirus. K. Sumner stated that he has been contacted by school nurses asking about procedural steps. K. Sumner informed the Commission Members that there are no cases in NJ and that currently nobody is under investigation in NJ. Commission Members discussed media and reporting about coronavirus. K. Sumner stated that most airline flights have been cancelled to China. Commission Members discussed transmission of virus; oral, nasal and fecal and only lives on surfaces for a few hours. K. Sumner informed the Commission Members of the CDC requirement to have States declare emergency, this then allows the CDC to give test kits. Commission Members discussed origin of virus and difference between Countries in which population density and proximity to animals is how transmission starts. Commission Member discussed that less than 50% of the American population has received flu vaccination, approximately 60,000 people had died from the flu this year and the media coverage is focused on the Coronavirus. Dr. Jon Fourre stated that in 2009 when the H1N1 virus was rampant the Commission met monthly. K. Sumner stated that it is still early in the outbreak and the Commission can always schedule a special meeting if needed. President Mr. Greg Riley asked if the website had been updated and if K. Sumner would be

available to attend a Mayor Council meeting as these are televised and can reach broad audience. Commission Members discussed that there is no cure, just supportive care and it would be months before a vaccination would be developed.

### **13. Addendum to Agenda**

President Mr. Greg Riley sent a copy of an editorial from a surgeon regarding gun violence to the Commission Members. He had reached out to her and she is willing to come speak at a meeting. K. Sumner will try to schedule this presentation for March 23, 2020. K. Sumner will send out save the date reminders.

Ms. Kathy Bolmer informed the Commission Members that the previous President of the South Bound Brook Board of Health was not reappointed. She stated that currently they only have four members not seven. She stated her concerns as the Board of Health was to be on the South Bound Brook Council agenda. Dr. Jon Fourre stated he would attend the Council Meeting. Ms. Kathy Bolmer will contact K. Sumner and Dr. Jon Fourre with date and time of meeting.

There being no further business Ms. Fran Ellis made a motion to adjourn the meeting at 9:05pm, seconded by Mr. Malcom Plager. Vote: All in favor. Meeting adjourned.

Respectfully submitted,

---

Karen Wick, Recording Secretary