

Middle-Brook Regional Health Commission
Meeting (via video conference)
December 7, 2020

1. Call to Order

The meeting of the Middle-Brook Regional Health Commission was held on the above date via video conference and called to order by President Mr. Greg Riley by reading the Sunshine Law Statement at 7:05 pm

2. Roll Call

Green Brook: Dr. Jon Fourre, Ms. Jean Mazet, Mr. Bob Longo
Warren: Mr. Greg Riley, Ms. Laura Burger, Mr. Malcom Plager
Watchung: Ms. Julie Gunther
Others in attendance: Mr. Kevin Sumner, Health Officer

3. President Opening Remarks

President Mr. Greg Riley welcomed Commission members.

4. Minutes

- a. J. Fourre moved to adopt the minutes of the October 5, 2020 meeting as presented, second by M. Plager. All in Favor

5. Finance Reports

- a. October 2020 – M. Plager moved to adopt with second by J. Fourre. All in Favor
- b. November 2020 – J. Fourre moved to adopt with second by M. Plager. Inquiry was made regarding payment to NJ State Treasurer. Members were advised that it was for state licenses. All in Favor

6. Old Business

- a. Bridgewater 2021 – Benefits of Commission – K. Sumner advised that Bridgewater is still considering joining the Commission beginning 2021 and as part of that process the proposal will be presented to the Bridgewater Shared Services Committee on Thursday, December 10. Hopefully, we will have a new member shortly.
- b. 2019 Commission Audit – K. Sumner advised that one quote has been received as included in the packet and a second is pending. The verbal quote for the second was lower and members were asked to approve the lower quote assuming they are comparable as both are from CPA firms who have experience with local government. Members agreed with the provision the President review the proposals prior to final decision.

7. New Business

- a. 2021 Budget Proposal – K. Sumner reviewed that the Finance Committee met on December 2 to review the proposed budget. The proposed budget included an amount for Bridgewater to join the Commission and incorporated a 2% salary increase for current staff. Upon review the finance committee proposed to increase the part-time REHS position supported by Bridgewater to full-time with the balance of cost associated with the position being supported by the three current members. Members discussed these options and expressed that they understand the financial constraints of the communities, but also recognize the dire need of public health to increase the workforce. Members of the finance committee described the increased workload of the health officer and that increasing Commission personnel will help alleviate some of this burden. Following extensive discussion and potential options for offsetting the increase to the member towns J. Fourre moved to adopt the proposed budget with the inclusion of the full time REHS. Motion was seconded by J. Mazet. Upon roll call vote the motion passed unanimously. (See attached approved budget).
- b. Administrative Assistant Position – Members were reminded that M. Schamberger retired as of October 1 and a replacement is needed. The job ad was sent to towns of the Commission but has not resulted in any applications. Members were asked to distribute through their networks. Ideally, the employee would be local, but we may need to expand the advertising.
- c. Vaccine Safety Document – Member briefly discussed the document and the concerns about the public's hesitancy to receive the COVID-19 vaccines. A significant amount of messaging around the safety and efficacy of the vaccine is anticipated and will be needed to convince people to be vaccinated.

8. COVID-19 Update

- a. K. Sumner reviewed the current data of cases and demographics impacting the Commission service area. J. Fourre provided an update of state and national numbers. K. Sumner advised that cases were more evenly distributed across ages than in the spring and that all seem to be susceptible. However, it was noted that the schools appear to be a safe environment with most of the COVID impact on the schools being a result of out of school exposures. Family gatherings (possible Thanksgiving events) and sports and other events seem to be the most common sources of exposure. Members were also advised of the resistance case investigators and contact tracers are receiving. Many are not returning calls, and most are refusing to disclose any close contacts. This makes control of spread challenging.
- b. K. Sumner advised that he is applying for a state grant that will require the hiring of a Vulnerable Populations Outreach Coordinator. He anticipates this occurring in early 2021. This person will work to identify vulnerable populations in the Commission area, partners that work with these populations, understand the needs of these populations, and ultimately develop a plan to address the needs
- c. While the COVID vaccine is becoming available and beginning to be distributed, it will be in very limited amounts for some time. For this reason and logistics concerns around hiring vaccinators, storage of the vaccine, and data entry requirements there are no immediate plans for the Commission to provide vaccinations. The County will likely be

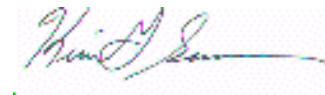
vaccinating first responders only initially, and healthcare providers will be vaccinated by their hospitals. Long term care facilities will be covered by an agreement with Walgreens and CVS managed by the CDC.

9. Commission Q & A

10. Public Portion – No public present

11. Adjournment - There being no further business J. Fourre made a motion to adjourn the meeting at 9:00 pm, seconded by J. Mazet. Vote: All in favor.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Kevin G Sumner", with a long horizontal flourish extending to the right.

Kevin G Sumner, Secretary