

Middle-Brook Regional Health Commission  
Meeting (Warren Township Municipal Building)  
June 6, 2022

1. Call to Order

The meeting of the Middle-Brook Regional Health Commission was held on the above date at the Warren Township Municipal Building and called to order by Mr. Greg Riley by reading the Sunshine Law Notice at 7:15 pm.

2. Roll Call

Green Brook: Mr. Atul Shah

Warren: Mr. Greg Riley

Watchung: Ms. Francesca Escalera

Bridgewater: No members present

Others in attendance: Mr. Kevin Sumner, Health Officer, Ms. Diana Swiderski, Administrative Assistant

Members of the Public: No members of the public present

3. Meeting open to the public – public recognized – public portion of meeting closed

There were no members of the public present.

4. Acceptance of meeting minutes – April 4, 2022

G. Riley deferred approval of the minutes since the members present, A. Shah and F. Escalera, were not in attendance during the April 4<sup>th</sup> meeting. The April minutes will be discussed at the following meeting on October 3<sup>rd</sup>.

5. Treasurer's Reports – March 2022, April 2022, May 2022

March 2022

Queries were made about purchases using COVID-19 grant money towards educational health services provided by Tiffany Neal, to Amazon, as well as administrative fees received from Dr. Frank for COVID-19 clinicals.

G. Riley made recommendations on tracking COVID-19 inventory by tagging and marking items to show they belong to the Commission.

F. Escalera moved to adopt the Treasurer's reports for March 2022, second by A. Shah. All in favor

April 2022

A purchase was made on Amazon Capital for \$5,900, which was grant money used for two electronic white boards.

F. Escaleira moved to adopt the Treasurer's reports for April 2022, second by A. Shah. All in favor

May 2022

Suplee Clooney conducted our audit for 2020 for the amount of \$4,700.

A. Shah moved to adopt the Treasurer's reports for May 2022, second by F. Escaleira. All in favor

6. Unfinished Business:

A. COVID-19 Update

COVID-19 is still among us, impacting schools and long term care facilities. The Commission has four upcoming booster clinics this month, two in Warren and two in Bridgewater. The clinics are targeting the 5-11 and 12 and over age groups.

Currently there are 200-250 cases a week in our jurisdiction, and there have not been fatalities in at least six weeks.

Two grants have been finalized: the Strengthening Grant approved for \$200,000 and the Vaccine Grant for \$150,000.

B. Commission 2020 Audit

The auditor was efficient. He only needed a day to obtain the necessary documents and the audit was completed within the following 4-6 weeks. The auditor identified and recommended a few things on record-keeping and outstanding invoices in QuickBooks, specifically the outstanding money owed to us by Bound Brook for two quarters dating back from 2018 and 2019. The auditor offered to have someone from their firm review the QuickBooks software with K. Sumner and D. Swiderski.

7. New Business:

A. 2022 Audit

The Commission has approved Suplee, Clooney & Company to conduct an audit for 2022 for the budgeted amount of \$5,000.

B. Monkeypox

There have been no cases in New Jersey, however, there were two in New York, and numbers are expected to increase worldwide. Currently, there are two populations facing outbreaks: those who are traveling internationally from Africa and men who are having physical contact with other men. Thus, monkeypox is not affecting the general population at this time.

C. Somerville Proposal

Somerville had reached out to us to possibly provide health services for them, as they are looking to move away from Somerset County. K. Sumner had a meeting with them but they have not contacted us since.

D. County Health Rankings

Somerset County ranked 3<sup>rd</sup> among all New Jersey counties. The rankings consider economic security, health, fair pay, childcare, schools, and other environmental and social determinants of health.

E. R. J. Reynolds vs. Los Angeles

R. J. Reynolds sued Los Angeles for passing a ban on menthol cigarettes. The tobacco company was not preempted by federal statutes and the Circuit Court upheld the L. A. ordinance.

8. Addendum to Agenda

Ronald Cohen, who was the original Health Officer to the Commission when it started in 1970, passed away on June 1<sup>st</sup> at 96 years old.

A grant was approved to replace the office furniture in the Green Brook location. Commission employees will receive new desks and chairs, and slight construction including floor to ceiling walls will be put up around the area where the employees work.

9. Adjournment

There being no further business, F. Escalera made a motion to adjourn the meeting at 8:35 pm, seconded by A. Shah. Vote: All in favor.

Respectfully,

Diana Swiderski, Administrative Assistant