

Middle-Brook Regional Health Commission  
Reorganization Meeting (Green Brook Township Municipal Building)  
February 6, 2023

1. Call to Order

The meeting was called to order at 7:07 pm by Executive Secretary, Mr. Kevin Sumner, with the following statement: “This meeting being held in compliance with the Open Public Meeting Law in that the requirements of the Law have been met by the Annual Meeting Notice being forwarded to the Courier News, Home News, Echoes Sentinel, Star Ledger, and posted in the Municipal Buildings of the towns of the Commission on January 31, 2023.”

2. Roll Call

- Ms. Christine Madrid, Bridgewater - Present
- Mr. Wells Winegar, Bridgewater - Present
- Ms. Deborah Catapano, Green Brook - Present
- Mr. Greg Riley, Warren - Present
- Ms. Angela Valerio, Warren - Present
- Mr. Mal Plager, Warren - Present
- Dr. Bruce Ruck, Watchung – Absent
- Ms. Louise Lindenmeier, Watchung – Absent
- Ms. Francesca Escaleira, Watchung - Absent

3. Election of the President of the Commission for year 2023 – Executive Secretary presiding:

Mr. Greg Riley was elected President of the Commission, having been nominated by M. Plager, second by W. Winegar. W. Winegar moved to close nominations, second by C. Madrid. All in favor

4. Election of Vice-President of the Commission for year 2023 – Newly elected President presiding:

Mr. Wells Winegar was elected Vice-President of the Commission, having been nominated by G. Riley, second by M. Plager. M. Plager moved to close nominations, second by C. Madrid. All in favor

5. Election of Treasurer of the Commission for year 2023

Ms. Angela Valerio was elected Treasurer of the Commission, having been nominated by M. Plager, second by G. Riley. G. Riley moved to close nominations, second by C. Madrid. All in favor

6. Appointment of Executive Secretary for year 2022

Mr. Kevin Sumner was appointed Executive Secretary of the Commission, nominated by M. Plager, second by W. Winegar. All in favor

7. Appointment of Commission Physician for year 2022

Dr. Ronald M. Frank was appointed Commission Physician, nominated by W. Winegar, second by C. Madrid. All in favor

8. Meeting Opened to the Public – public portion of meeting closed

There were no members of the public present.

As an attempt to increase public attendance, K. Sumner proposed the idea of sending out a formally written letter of invitation, endorsed by the Commission members, to each Commission town's Board of Health members. The Commission members agreed to the idea.

9. Acceptance of the Minutes of December 5, 2022's Meeting

M. Plager moved to adopt proposed minutes with changes post discussion, second by C. Madrid. All in favor with W. Winegar abstaining.

10. Treasurer's Reports – December 2022, January 2023

W. Winegar moved to adopt the December 2022 Treasurer's Reports, second by C. Madrid. All in favor

W. Winegar moved to adopt the January 2023 Treasurer's Reports, second by M. Plager. All in favor

11. Unfinished Business

A. COVID-19 Update

K. Sumner stated that COVID cases are decreasing. There has been less laboratory testing, and fewer hospitalizations and deaths. In addition, the State Health Department has been shutting down contracts for contact tracing. However, long term care facilities continue to experience positive cases, as do the schools.

The Commission continues to hold its pediatric vaccine clinics alongside Dr. Frank at Watchung Pediatrics, with a steady 50-60 children attending each clinic.

B. Other Infectious Diseases

Influenza rates are also decreasing in the general public. However, two of our long term care facilities have recently been affected with outbreaks of gastro-intestinal illnesses. One outbreak was possibly food-related and involved 13 residents, the other was caused by the norovirus and affected 15 residents.

12. New Business

A. 2023 Holidays for the Commission

The addition of July 3<sup>rd</sup> as a holiday will be approved by the Commission members if the Green Brook Township Municipal Building is closed that day.

W. Winegar moved to adopt the Commission's 2023 holidays as presented, with the exclusion of July 3<sup>rd</sup>, as noted above, second by M. Plager. All in favor

B. 2023 Salary Resolution 2023-01

M. Plager moved to adopt the Salary Resolution for 2023, second by W. Winegar. All in favor

C. 2023 Health Benefits Waiver Resolution 2023-02

The NJ Statute permits a public employee who defers medical coverage from their employer to receive compensation up to a specific sum. It encourages them to take their spouse's healthcare coverage offered by a private or other public employer. K. Sumner has chosen to have coverage through his wife and thus is eligible for compensation up to \$5,000, which is a net savings for the Commission.

W. Winegar moved to adopt the Health Benefits Waiver Resolution for 2023, second by D. Catapano. All in favor

D. VNA Contract for 2023

VNA services include child health services such as pediatric physicals and immunizations, school immunization audits, blood pressure screenings, and the option of other services which we have used towards COVID vaccine clinics. These services help to serve uninsured and underinsured children and families.

M. Plager moved to adopt the VNA Contract for 2023, second by C. Madrid. All in favor

E. Resolutions for Member Communities for 2023

Each Resolution affirms each municipality as a member of the Commission, and includes the cost for their participation in the Commission and services provided.

M. Plager made a motion to adopt the Resolutions for Bridgewater (Resolution 2023-03), Green Brook (Resolution 2023-04), Warren (Resolution 2023-05), and Watchung (Resolution 2023-06) for 2023, second by W. Winegar. All in favor

F. Appointment of Finance and Budget Committee for 2023

Bridgewater – Christine Madrid  
Warren – Mal Plager

Green Brook and Watchung's Committee Members will be confirmed at a later date.

G. Approval of 2023 Commission Meeting Days/Dates

The Commission agreed on holding in-person meetings rotating through each town on April 3<sup>rd</sup>, June 5<sup>th</sup>, October 2<sup>nd</sup>, and December 4<sup>th</sup>.

H. 2023 Local Board Meeting Schedule

Green Brook, Warren, and Watchung meeting dates have been established and were provided, Bridgewater's will be forthcoming.

I. Commission Member Contact List

An updated contact list will be forwarded to each Commission member.

J. Commission 2021 Audit

The 2021 audit was completed by Suplee, Clooney & Company without issue.

K. NJACCHO Strike Team Grant

The Commission is the recipient of an Infection Control grant. The purpose of the grant is to provide training to long term care and skilled nursing facility employees on how to properly prevent the spread of infectious diseases. This will be done through a minimum of five in-person or virtual training sessions. Once all sessions are conducted, each participating health department will receive \$2,500. Commission employees, Eze Udensi and Megan Romanovich, will be providing the trainings.

L. NJACCHO Grant

The State's Strengthening Grant will continue to pay for the positions of Local Health Outreach Coordinator, held by Eze Udensi, and Infectious Disease Preparedness Generalist, held by Megan Romanovich, for another year. In addition, the Commission will receive a \$366,730 grant from NJACCHO, to be used by June 2023, which will be applied towards a Health Educator position and construction in the Green Brook Township office.

M. 2021 NJ Fatal Motor Vehicle Crash Report

Due to a reported increase in pedestrian and bicyclist fatalities, the need for engineering improvements such as the creation of more sidewalks and bicycle lanes is critical for the safety of our communities, as well as is a social determinant of health.

13. Addendum to Agenda

Commission employee and Local Health Outreach Coordinator, Eze Udensi, is currently participating in the “New to Public Health Residency Program (N2PH)”. The program is designed to transition public health professionals into their current and future roles in public health by enhancing their knowledge and skills through mentoring, networking, case studies and projects.

The Commission staff has received new office furniture at their Green Brook office.

14. Adjournment

There being no further business, W. Winegar made a motion to adjourn the meeting at 8:26 pm, seconded by C. Madrid. Vote: All in favor.

Respectfully,

Diana Swiderski, Administrative Assistant