

**Hudson Regional Health Commission
Commission Meeting
March 12, 2014**

MINUTES

Opening of the meeting:

The meeting was opened at 10:20 am by President J. Sarnas who declared it has been advertised in accordance with the Open Public Meeting Act, Chapter 231 of the laws of 1975.

Attendance:

Present:

J. Sarnas
C. Madalena
F. Sasso
C. Santangelo
G. Drasheff
N. Guivas
J. Castro
J. Ehret
J. Waks
V. Rivelli

Absent:

D. Drumeler
A. Velazquez

C. Nawrocki, Director
J. Napolitano, Counsel

Minutes of the meeting of January 8, 2014: were unanimously approved as written and submitted on motion by J. Castro, second F. Sasso. J. Waks, C. Santangelo and V. Rivelli abstained.

Announcements:

Director's Report

C. Nawrocki announced the Hudson Regional Health Commission Director's Report for all programs for January through mid-march was in the meeting package.

Expenditures Report for January 1 – February 28, 2014: was ratified on motion by J. Ehret, second G. Drasheff unanimously carried (Attachment I).

Old Business:

C. Nawrocki announced that the City of Bayonne had paid their assessments and outstanding balance for the environmental blood lead and dedicated environmental specialist agreements.

New Business:

Weather Center Consultant

Upon motion by N. Guivas, second F. Sasso unanimously carried; the Director was authorized to enter into the Agreement for Consultant Services with the Harrison Weather Center (Attachment II).

EBL agreements

Upon motion by J. Waks, second V. Rivelli, unanimously carried, the Director was authorized to enter into the Interlocal Agreements with the Town of Kearny and the Borough of East Newark regarding Conducting Elevated Blood Lead (EBL) investigations (Attachment III and Attachment IV).

CEHA Agreement

C. Nawrocki presented the CEHA grant agreement between Hudson Regional Health Commission and the New Jersey Department of Environmental Protection. The grant agreement is for the amount of \$237,126 to fund program activities as set forth under the authority of the County Environmental Health Act.

On motion by J. Ehret, second F. Sasso, unanimously carried Resolution 14-03-10 authorized the Director to apply for, receive and administer the CEHA grant through June 2014 (Attachment V).

Essex Regional Grant Compliance

As part of the 2013-2014 Social Services Block Grant Addendum to the Local Core Capacity for Public Health Emergency Preparedness Grant, Essex Regional Health Commission wishes to enter into an Interlocal Shared Services Agreement with Hudson Regional Health Commission for specific grant deliverables. As was brought to the Board via email on February 18, 2014, Monique Davis is qualified, experienced with the requirements of the grant and its obligations, and willing to work additional hours to meet the terms this contract (Attachment VIa).

On motion by N. Guivas, second J. Castro, unanimously carried Resolution 14-03-08 authorized the Director to take all actions reasonably necessary to effectuate the terms of the Shared Services Agreement with Essex Regional Health Commission for Grant Compliance Assistance (Attachment VI).

Health Officer Coverage

Essex Regional Health Commission had prepared and approved a shared services agreement with Hudson Regional Health Commission for Executive Director/Health Officer services as it had in place during the tenure of the previous Director (Attachment VII).

On motion by F. Sasso, second V. Rivelli, unanimously carried Resolution 14-03-07 authorized the Director to take all actions reasonably necessary to effectuate the terms of the Shared Services Agreement with Essex Regional Health Commission For Executive Director/Health Officer (Attachment VIII).

General Counsel Contract

John A. Napolitano was appointed as General Counsel for the Commission at the January 8, 2014 meeting and has now joined the firm of Cleary Giacobbe Alfieri and Jacobs, LLC. **Resolution 14-03-10 was approved on motion by F. Sasso, second J. Waks, unanimously carried authorizing the appointment of General Legal Counsel and consent to its assignment from Johnson & Conway LLP to Cleary Giacobbe Alfieri Jacobs, LLC (Attachment IX).**

Budget Amendments

On motion by J. Castro, second J. Ehret unanimously carried the budget amendments were approved for the 2013 and 2014 budget (Attachment X and Attachment XI).

Sale of commission vehicle

One of the commission vehicles requires several thousand dollars to become operational, C. Nawrocki requested approval to sell this vehicle and other commission property no longer needed for use through the online services of GovDeals, an online auction service.

Resolution 14-03-09 was approved on motion by N. Guivas, second V. Rivelli, unanimously carried, authorizing the Director to sell the surplus personal property no longer needed for public use on an online auction website (Attachment XII).

CDC Grant Stipend

Since the LINCS program lost the public health nurse, and significant additional responsibilities have been added to both Christina Butieb and Monique Davis by leaving that position vacant, the personnel/finance committee discussed and recommended a stipend of \$2500 retroactively for each of these individuals for the grant year (July 2013- June 2014). This stipend was approved on motion by J. Castro, second N. Guivas, unanimously carried.

Finance/Personnel Committee

Minutes

On behalf of F. Sasso, Committee Chair, C. Nawrocki presented the minutes of the personnel finance committee (Attachment XIII).

On motion by G. Drasheff, second V. Rivelli, unanimously carried, the Board went into close session to discuss personnel actions.

On motion by F. Sasso, second J. Castro, unanimously carried, the Board came back into open session.

On motion by F. Sasso, second J. Castro, unanimously carried, the following action was approved by the Board. C. Nawrocki receives an increase in salary compensable with 50% of the amount Essex Regional Health Commission is to pay Hudson Regional for Health Officer/Executive Director services effective April 1, 2014. A resolution will formalize this action at the next Board meeting.

There being no further business, the meeting was closed at 11:15 on motion by V. Rivelli, second J. Ehret, unanimously carried.

I Carrie Nawrocki, Director of Hudson Regional Health Commission do hereby certify that the foregoing

are true minutes of a meeting held on 3/12/14, in witness whereof I have set my hand this

12^m day of August.

Carrie Nawrocki

Carrie Nawrocki, Executive Director