

Commission Meeting
January 19, 2011

Agenda

Opening of the meeting: Declaration that it had been duly advertised in Accordance with the Open Public Meetings Act, Chapter 231 of the laws of 1975.

Attendance:

Minutes of meeting of September 30, 2010:

Expenditure Report for the period September 30, 2010- December 31, 2010:

Announcements:

Administrative Resolutions:

Meeting Schedule
Depositories
Official newspaper

Old Business:

Report of Personnel Committee

Minutes
Handbook Revisions
Discussion

New Business:

Proposal for legal services for 2011
Proposal for auditing services for 2011
Approval for disposal of equipment/supplies
Application for H1N1 Funding
Budget Amendments 2010
Amendments to By Laws

**Commission Meeting Minutes
January 19, 2011**

The meeting was opened at 10:10am by President R. Censullo who declared that it had been duly advertised in Accordance with the Open Public Meeting Act, Chapter 231 of the laws of 1975.

Attendance:

**R.Censullo, J.Sarnas, J.Ehret, K.Comer, V.Rivelli,
E.Grosvenor, F.Sasso, H. Boor, D. DeClemente, D. Drumeler, G. Drasheff, J.Waks,
V. Smith**

**R. Ferraiuolo, Director
J. Napolitano, Counsel**

Minutes of the meeting of September 30, 2010 were unanimously approved as written and submitted on motion by V. Rivelli, second E. Grosvenor, unanimously carried.

The Expenditure Report for the period September 30, 2010- December 31, 2010- (attachment 1) was unanimously ratified on motion by H. Boor, second D. Drumeler.

Announcements:

R. Ferraiuolo provided an update as to staffing: Carrie Nawrocki had returned from maternity leave and as part of the ongoing organizational transition, would begin handling some of the duties of Health Officer, including representing the Commission on the Bio Watch Advisory Committee and attending Health Officer meetings. This was for purposes of continuity regardless of who would ultimately assume the position of Director.

In Carrie's absence Monique Davis had done an outstanding job in managing the "LINCS" program.

Marisol Leguizamon was due back by February 1st. In the interest of assisting the Commission she took neither disability or family leave, rather she took straight sick leave and has been assisting the administrative staff from home, which has proved invaluable. Her hours worked will be compensated as comp time upon her return. Overall, the transition was proceeding well and R. Ferraiuolo felt that despite the ultimate loss of a Director and Assistant Director all would work out well.

Administrative Resolutions:

On motion by E. Grosvenor, second J. Ehret, unanimously carried the following administrative resolutions were approved.

Resolution 11-01-01- Resolution Authorizing Schedule of Meetings for 2011 (attachment II)

Resolution 11-01-02- Resolution Designating Official Depositories (attachment III)

Resolution 11-01-03- Resolution Designating Official Newspaper (attachment IV)

Resolution 11-01-04- Resolution appointing a Commissioner and alternate to the Suburban Essex Municipal Joint Insurance Fund (attachment V)

Old Business:

Report of Finance/Personnel Committee- R. Ferraiuolo gave a report on the proceedings of the Personnel/ Finance Committee and made reference to the minutes which had been sent out in the package. (attachment VI)

✓ J. Napolitano gave a presentation on revisions to the handbook which were not of great magnitude and had been approved by the F/P Committee. One exception being the provision that for purposes of post retirement medical benefits where the Commission's policy had been to provide for employee and spouse only, we were advised by New Jersey State Health Benefits, contrary to previous guidance, that it was required that if a spouse was covered then all dependants had to be covered as well up to age 26. It was an expense that had not been anticipated but was an absolute requirement of NJSHB, thus the handbook had to be amended to reflect the change.

R. Ferraiuolo indicated that it remained his feeling that the retirement age for PRM should be raised to 62, but he understood the counter agreement of forcing expensive personnel to stay. Both he and the Committee felt that it was very possible the State would take this action anyway, so for now, the matter was tabled.

It was requested that as the Finance/Personnel Committee progressed in its deliberations that the Board be kept of apprised. R. Ferraiuolo responded that he would promptly prepare and distribute minutes to each meeting and/or provide summaries as appropriate.

On motion by E. Grosvenor, second D. DeClemente, unanimously carried the amended handbook was approved as written and submitted.

J. Napolitano indicated that he would convert the revisions into final form, do a final check and distribute.

New Business:

Proposal for Legal Services:

R. Ferraiuolo indicated that in response to a 'fair and open' advertisement for legal services he had taken receipt of only one proposal from Johnson and Conway (attachment VII). On motion by D. Drumeler, second F. Sasso, unanimously carried, the proposal for Johnson and Conway was approved.

Proposal for Auditing Services for Fiscal Year -2010/11 (attachment VIII)

The Board considered a proposal from DeSena and Company for auditing services for fiscal year-2010. This was a professional services proposal being considered on a no bid basis. R. Ferraiuolo requested that regardless of who was selected the audit include the period up to June 30, 2011, which would be his retirement date. He indicated that if DeSena and Company were chosen the fee would be an additional 50% of the bid which would be recovered the following year. J. Napolitano stated that such an arrangement would have to consist of the regular audit covering fiscal year-2010 and an interim audit covering the period January 1-June 30, 2011.

After discussion, on motion by J. Sarnas, second J. Ehret, unanimously carried, the proposal submitted by De Sena and Company was approved. Additionally, the Director was authorized to engage services for the interim audit Jan 1-June 30, 2011 at 50% of the amount bid for the regular audit.

Approval for disposal of equipment/supplies (attachment IX)

R. Censullo, asked about liability associated with donations of this type of equipment/supplies and cautioned that it might be better to simply to discard

J. Napolitano indicated that any donations would have to be accompanied by a receipt indicating the use restrictions.

On motion by E. Grosvenor, second D. Drumeler, unanimously carried, R. Ferraiuolo was authorized to either donate or discard the equipment/supplies enumerated in attachment IX as having no further useful life.

H1N1 Supplemental Grant (attachment X)

R. Ferraiuolo gave a brief presentation on the referenced application for \$80,000. On motion by D. Drumeler, second E. Grosvenor, unanimously carried, R. Ferraiuolo was authorized to take receipt of the funding, execute the grant in accordance with the terms and provisions of the grantor and amend the 2011 Budget as appropriate.

2010 Budget Amendments

R. Ferraiuolo requested the following budget amendments:

<u>From</u>	<u>To</u>	<u>Amount</u>
Reserve for emergency operations	Legal Overtime	\$ 6700 \$ 800

Also, R. Ferraiuolo explained that effective 10/1/10 there would be a change in the Revenue from Essex Regional Health Commission. A separate Agreement had been executed whereby the, Assistant Director services were contracted at an initial amount of \$2000 for Assistant Director and \$2500 for the Commission. The initial Agreement for the Director was essentially a 50/50 split. Over the years as the Essex Regional Health Commission approved increases for the Director, R. Ferraiuolo explained it had been his practice to split the increases with the Commission and Assistant Director.

In this process, it turns out that he had short changed himself by about \$950 year. Thus taking the entire amount of the contract (\$72,095) net of the piece relating to the Assistant Director should come out to two times the amount paid by the Commission to him (RF), or $\$32,234.00 \times 2 = \$64,468.00$ whereas it calculated out to \$65,423.00.

J. Napolitano stated that in essence where the intention was to pay the Director at 50%, it turned out that he had in fact received some small fraction less than that.

R. Ferraiuolo stated that it was not his intention to seek an adjustment, either retroactive or otherwise, rather he was looking for guidance as to adjust anticipated revenue. The Commission agreed to keep the amounts as presently disbursed and reflect an adjustment on the basis of discontinuing that position relating to the Assistant Director. Thus $\$72,095 - \$6,672$ or \$65,423 would be the revised bill and the Director would continue to receive \$32,234.00. The amendment for 2010 would be $\frac{1}{4}$ of \$6,672 = \$1,668.

On motion by E. Grosvenor, second H. Boor, the foregoing amendments to the 2010 Budget were unanimously approved.

J. Napolitano advised the Board that it would be beneficial for the Commission to have a certified purchasing agent, either by contract or in house.

Marisol Leguizamon was mentioned as a possibility because she was a licensed CMFO and was the Commission's Chief Financial Officer.

On motion by J. Sarnas, second E. Grosvenor, unanimously carried, it was agreed that an 'in house' option would be pursued.

Funding formula for Mini Grant

It was agreed that the formula for awarding Mini Grants was not equitable in that large regional departments got the same as smaller units.

It was agreed that J. Sarnas would write a letter on behalf of the HCHOA to the NJHOA.

There being no further business, the meeting was adjourned at 11:15am on motion by D. DeClemente, second E.Grosvenor.

HUDSON REGIONAL HEALTH COMMISSION
MEADOWVIEW COMPLEX
595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094
TEL. (201) 223-1133 FAX (201) 223-0122

Richard J. Censullo, President

Robert Ferraiuolo, Director

EXPENDITURES FOR DECEMBER 31, 2010

<u>Check #</u> <u>On line</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	HRHC Payroll Acct.	For Payroll of 12/31 Salaries=79007.54 OT=854.39 On Call=100 MD Med/Reim=1974.14 Su/Disa=20.13 Fica/Med.=5,724.65	87,680.85
10026	Gen-el Safety & Indus.	(Con) Alcohol/Sticker, Reflective HazMat	54.48
10027	Emery & Assoc.	(Con) Ramp Anthrax Test Kit, Ramp Ricin and Bot Tox	1,610.00
10028	Johnson Bus.Prod.	(Con) Supplies Inv.#237467-0	104.39
10029	Xerox Corp.	(Con) Monthly Base Charge	268.80
10030	Pitney Bowes	(Con) Term Rental Charges	162.00
10031	Verizon	(CDCIX)=152.02 (Con)=354.76	506.72
10032	Annareilly McNair	(MRC) State Meeting/food supplies	64.61
10033	Annareilly McNair	(MRC) Car wash/Lincs Vehicle	11.00
10034	Anthony Mondaro	(Con) Consulting services 8/1-12/1/10	375.00
10035	Fedex	(Con) Transp.Charges/Special Handling	342.04
10036	Fleet Services	(Con/WNV)=151.16 (CDCIX)=32.77 (Con)=980.67	1,164.60
10037	Nextel Commun.	(Con) Inv.#68744211-112	125.42
10038	Poland Spring	(Con)=15.98 (Con)=69.31 Water/Cups/Rental	85.29
10039	American Express	(Con)=617.46 (CDCIX)=128.62 (Con/WNV)=106.51 Pagars, Meeting/283.26 EZ-Pass, Supplies	852.59
10040	ADP	(Con)=71.44 (Con/WNV)=24.26 (CDCIX)=39.09 For Payroll of 12/31/10	134.79
10041	Horizon BC/BS	(Con) H.B. for retiree D.R.D.	1,479.57
10042	Staples Credit	(Con)=786.66 (MRC)=33.98 (CDCIX)=39.94 Office Supplies	859.57
10043	Gary Garstano	(Con) Service for Professional Consultant	2,833.50
10044	John Demjanick	(Con) Tolls/Rutgers	17.95

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EXPENDITURES FOR DECEMBER 16, 2010

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
On Line	HRHC Payroll Acct.	Payroll for 12/15 Salaries=78841.59 OT=2845.38	89,196.68
		OnCall=1360 Fica/Med=6127.83 Su/Diss=21.88	
On Line	State Health Program	H.B.act.empl.(Con)=10549.03 (Con/Mosq)=6192.97	18,134.65
		(CDCIX)=1392.65 Dental (Con)=927.59	1,723.14
		(Con/Mosq)=450.50 (CDCIX)=345.05	
On Line	State Health Program	H.B.retiree empl.(J.L.)=1890.29 (GG)=1582.74	3,473.03
10011	Comcast Commun.Inc.	(CDCIX) Cable TV/Internet	80.37
10012	Void		
10013	Christina Butleb	(CDCIX)=34.99 (CDCIX)=51 Cable/Modem/Travel	85.99
10014	Dell Marketing L.P.	(CDCIX)=120.60 (Con)=281.41 Download QB	401.01
10015	Johnson & Conway	(Con) Legal Fees /Nov.	3,135.12
10016	Rashida Mincey	(CDCIX) Phn.Mtg.,Trenton/EPI Mtg./Tolls	122.10
10017	The Jersey Journal	(Con) Advertisement for Comm.Proposal	67.54
10018	Verizon	(CDCIX)=4.72 (Con)=11.55 Ver.Select Serv.	16.27
10019	Christina Butleb	(MRC) Refreshments 12/8	194.97
10020	ADP	(Con)=71.44 (Con/Mosq)=24.26 (CDCIX)=39.09	134.79
		Payroll for 12/15/10	
10022	Verizon Wireless	(Con)=135.37 (CDCIX)=180.50 (Con)=185.51	501.38
10023	Electronic Office	(CDCIX) Comprehensive Agreement Qtr.Pmnt.Plan	156.45
10024	Pitney Bowes	(Con) Office Supplies #302249	205.17
10025	Gary Gareano	(Con) Professional Consultant Agreement/Nov/Dec.	2,587.50

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EXPENDITURES FOR NOVEMBER 30, 2010

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
ON LINE	HRHC Payroll Acct.	For Payroll of 11/30 Salaries=79,039.22 OT=19.57	84,691.52
		On Call=100(MD) Fica/Med=5512.23 Sui/Disa=20.50	
9991	Gen-el Safety & Indus.	(UASI) Suit,ONESuit/level A/Gard Level/Adapter Kit	22,005.06
		Pressure Test for ONESuit Lakeland Kit	
9992	American Express	(Con)=81.09 (CDCIX)=98.69 (CDCIX)=127.26Premiere	664.05
		(Con)=188.01 (Con)=171 Schneider/pagers	
9993	Staples Credit Plan	(Con) Off. Supplies/paper	689.80
9994	Verizon	(Con)=56 (CDCIX)=23.99 Acct.789000869701075409	79.99
9995	Christina Butleb	(MRC) Dinner for two/MRC Conf. 11/15-11/16	84.50
9996	Karen Comer	(Con) Borgata Confer./League of Muni./travel/parking/food	272.78
9997	Greg Williams	(Con/Mosq) Plumbing supplies	42.69
9998	Michael Walker	(Con) HCL Parking 11/19	12.00
9999	Royal Printing Serv.	(Con) Return Env./Reg.Env./Manilla Env.	1,020.00
10000	Verizon	(Con)=22.41 (CDCIX)=165.63 (Con/Mosq)=172.18	460.22
		Acct.#282537737-00001	
10001	Fleet Services	(Con)=930.94 (CDCIX)=53 (Con/Mosq)=121.62	1,105.56
10002	ADP	(Con)=93.09 (CDCIX)=26.96 (Con/Mosq)=12.82	132.87
		For Payroll of 11/30	
10003	Matthew Bender & Co.	(Con) NJ Register Service Period 11/10 - 10/11/2011	211.00
10004	Horizon BC/BS	(Con) H.B. for retiree D.R.D./Dec.	1,479.57
10005	Poland Spring	(Con)=124.28 (Con)=26.97 Water/Cups	151.25
10006	Poland Spring	(Con/Mosq) Water/cups	39.22
10007	Rutgers Sciences/Noise	(Con) J.L. Commun.Noise Enforc./R.S.Noise Enforce.	255.00
		M.W. Commun.Noise Enforc.	
10008	Sprint	(Con)credit 99.99 Equip. (Con)=Cellular Serv.	25.43
10009	Vold		
10010	Rutgers University	(Rutgers/App.Tech) DropVision (Software & Microscope)	5,047.02
		DropVision, High Res Camera,Fluorescence Filter	
<u>MEMO</u>			
<u>R&C</u>			
4557	Kennedy Gasoline	Refund for overpayment on R&C #0600344	470.00

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EXPENDITURES FOR NOVEMBER 16, 2010

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
On line	HRHC Payroll Acct.	For Payroll of 11/15 Salaries=77654.96 OT=1487.75 On Call=1220 Fica/Med.=5604.26 Sui/Diss=10.87	85,977.64
On line	State of N.J.H.B.	For H.B./Active Emp. (Con)=11,113.56 (Con/Mos)=6,192.97 (CDCIX)=1392.66 Dental/Act.Emp./(Con)=1114.03 (Con/Mosq)=450.50 (CDCIX)=345.05	18,699.17 1,909.58
On line	State of N.J.H.B.	For H.B. Retiree J.L.(Con)=5,009.58 past pmt. for wife (Con)=1890.29 for retiree G.G.	6,899.87
9970	U.S.Postal Service	(Con) Postage Meter refill for R&C cycle 2011-2015	2,500.00
9971	Electronic Off.Systems	(CDCIX) Quarterly Payment Plan	156.46
9972	Christina Butleb	(CDCIX)=40.28 (CDCIX)=34.99 Travel/Cable,Modem/Supplies	75.27
9973	Rashida Mincey	(CDCIX) Tolls/meetings	67.96
9974	Xerox Corp.	(Con) Monthly base charge	268.80
9975	Johnson & Conway	(Con) Legal fees /Oct.	1,786.57
9976	Dell Marketing	(Con) Dell 22Inc.Flat Panel, Warranty,E,Port Watchport/H 132-8 USB Humidity, Wireless Desktop/Mouse	966.82
9977	James Monkowski	(Con)=69.20 (Con)=13 Tolls/Meetings	82.20
9978	Verizon	(CDCIX)=4.99 (Con)=11.66 Acct.000131826670	16.64
9979	Dell Marketing	(Con) Dell Latitude E5510	1,712.75
9980	All Safe Indust.	(Con) Repair and Calibration of CAL 2000	856.58
9981	Verizon	(CDCIX)=110.13 (Con)=256.96 201-223-1133	367.09
9982	ADP	(Con)=69.40 (Con/Mosq)=37.96 (CDCIX)=23.57 For Payroll of 11/15	130.96
9983	Michael Walker	(Con) Oil change	32.06
9984	Artic Ice Mfg.	(Con/Mosq) Dry Ice Block	75.00
9985	Comcast Commun.	(CDCIX) Acct.#06101576279-01-4 Cable/Bundled/Hi Speed	80.37
9986	FedEx	(Con) Inv.7-285-30966 Transportation charges	24.57
9987	N.J.Dept. of Treas.	(Con) Inv. 101919430 Regia. & Inspection	206.00
9988	Gary Gareitano	(Con) Professional Services Inv.#2010-2/Oct.25 to 11/12	3,937.50
9989	Gen-el Safety & Indus.	(UASI)Adapter Kit, Pressure Test for OneSuit Lakeland Kit	141.75

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EXPENDITURES FOR OCTOBER 31, 2010

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
On line	HRHC Payroll Acct.	For Payroll of 10/31 Salaries=79589.75 OT=947.88 Other=100 Fica/Med=5625.03 Sui/Disc=23.35	86,286.01
9951	Dept. of Enviro. Sciences/Air	(Con) Visible Emiss. Eval./R.M. and J.R.	80.00
9952	Gregory Williams	(Con/Mosq) Fittings for buffalo turbine	10.67
9953	Verizon Wireless	(CDCIX)=119.91 (Con/Mosq)=185.84 (Con)=177.70 Inv. #2468344357	483.45
9954	Fleet Services	(Con/Mosq)=243.77 (Con)=746.92 #24234513	990.69
9955	Peachtree Data	(Con) NCOALink Processing	106.00
9956	Fedex	(Con) Transportation charges/special handling	24.34
9957	Void		
9958	Royal Printing Service	(MRC NACCHO)=105 (Con)=60 #10Reg. envelopes for Medical Reserve Corps (Con)=60 J.R.	165.00
9959	Sprint	(Con)=125.42 (Con)=127.98 Inv. #687442111-110	253.40
9960	ADP	(CDCIX)=23.57 (Con/Mosq)=37.98 (Con)=69.40 For Payroll of 10/15/10	130.96
9961	Gary Cardini	(Con/Mosq) Tolls J.C. to Trenton/and J.C.	8.00
9962	Maureen LoCascio	(Con/Mosq) Tolls 10/20	8.50
9963	Horizon BC/BS	(Con) H.B. for retiree D.R.D.	1,479.57
9964	Gary Gareano	(Con) Professional Services Invoice #001	2,493.75
9965	Michael Walker	(HCIA) Parking lot fee	12.00
9966	Electronic Office	(CDCIX) Additional copy cost	14.74
9967	Staples Credit Plan	(CDCIX)=110.69 (Con)=543.21 (Con)=75.86 Credit/39.98 Office Supplies	689.78
9968	Poland Spring	(Con)=135.24 (Con)=26.97 Water/cups/rental	162.21
9969	American Express	(CDCIX)=198.28 (Con)=391.66 (MRC)=35.27 Walmart Pagers, Schneider, Foodgood Rest.	625.21

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EXPENDITURES FOR OCTOBER 15, 2010

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
On line	HRHC Payroll Acct.	For Payroll of 10/8/10 G.G.severance pay Fica/Med=1,301.35 Retirement date 9/30/10	83,315.48
On line	HRHC Payroll Acct.	For Payroll of 10/15/10 Salaries=77846.33 OT=1302.39 On Call=1,070 Fica/Med=5594.96 Sui/Disa=40.66	85,872.34
On line	State H.B.Program	H.B./active empl. (Con)=14244.06 (Con/Mosq)=6192.97 (CDCIX)=1392.66 Dental/act. emp.(Con)=1140.79 (CDCIX)=345.06 (Con/Mosq)=450.50	21,829.68 1,936.34
On line	State H.B.Program	H.B./retiree J.L. (Con)	726.03
9929	ADP	For Payroll of 10/8 G.G. sev.pay (Con)	76.86
9930	Michael Walker	(HCIA) Park lot fee	12.00
9931	Christina Butleb	(MRC2010) MRC refreshments	197.47
9932	Rashida Mincey	(CDCIX) PHN Meeting/Trenton/auto	66.25
9933	Stan Huber Consult.	(Con) Leak testing of radioactive sealed sources	20.00
9934	Johnson & Conway	(Con) Legal fees/Sept.	4,011.60
9935	Simply Delicious	(Con) Comm.Meeting 9/30	133.35
9936	N.J.State Police Calib.	(Con) Survey instru.calibrated, repair part	295.00
9937	Artic Ice Mfg.	(Con) Dry Ice Block	100.00
9938	Robert Sasso	(Con) Steel toe boots	99.99
9939	Hudson Reporter Assoc.	(MRC/reserve) Display advertising	534.60
9940	The Jersey Journal	(Con) Advert.for comm.Meeting	58.36
9941	Xerox Corp.	(Con) Monthly base charge	241.92
9942	Resavue Exhibits	(MRC/reserve)=940 (MRC2010)=20 Quick Vue One Retracting Banner stand	960.00
9943	Verizon	(CDCIX)=156.56 (Con)=365.29 due Oct.21	521.85
9944	Verizon	(CDCIX)=10.48 (Con)=24.44 Acct.000131826670 58Y	34.92
9945	Comcast Comm.Inc.	(CDCIX) Cable/High Speed	80.37
9946	ADP	(Con)=93.09 (CDCIX)=26.96 (Con/Mosq)=12.82 For Payroll of 10/15/2010	132.87
9947	Pine Enviro.Serv.	(Con) Photovac MicroFID/Field Kit-MicroFID/GP12030	9,255.00
9948	Mirion Technologies	(Con) Supplies/REMTrack Wallet 1 Chip Card/Pre-bill serv.	628.53
9949	All Safe Indust.	(Con) Repair & Calibration of Cal2000	846.00

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EXPENDITURES FOR SEPTEMBER 30, 2010

<u>Check #</u> <u>On line</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	HRHC Payroll Acct.	For Payroll for 9/30 Salaries=84645.19 OT=959.18 On Call=190 Med/Reim=2951.62 Fica/Med=6238.94 Sui/Disc=60.99	95,045.92
9897	Fedex	(Con)Transportation charges/handling	73.38
9898	Fleet Services	(Con/Mosq)=151.16 (CDCIX)=32.77 (Con)=715.87 Inv.#23971761	899.80
9899	Dell Marketing	(Con) Inv.#SF37JNFD4 2U Threaded Hole Rack Adapter Kit	28.79
9900	Dell Marketing	(Con) Inv.#XF3894P33 1GB SD Card for Inter.Per Storage	21.59
9901	Gregory Williams	(Con/Mosq)=6.29 (Con/Mosq)=13.89 Nets for surveillance	20.18
9902	James Monkowski	(Con) Mileage reimb. 9/1-9/21	24.75
9903	Gary Cardini	(Con/Mosq) Spark Plugs for ULV's	24.19
9904	Christina Butleb	(CDCIX) Cable/Modem	34.99
9905	Gen-el Safety & Indus.	(Con) Check MiniRae2000, Calibration Service	240.00
9906	Horizon BC/BS	(Con) H.B. for retiree D.R.D.	1,479.57
9907	Gen-el Safety & Indus.	(Con) Turnout pants, turnout coats, boots, helmet, etc.	2,984.88
9908	Pitney Bowes	(Con) Rental charges	162.00
9909	Poland Spring	(Con)=26.97 (Con)=46.19 Water/cups	73.16
9910	Poland Spring	(Con/Mosq) Water/cups/mosquitoes dept.	11.77
9911	Sprint	(Con) Inv.#687442111-109	120.00
9912	Pine Enviro.Serv.	(Con) Hydrogen-99.999	125.00
9913	20/20 GeneSystems Inc.	(Con) BioCheck Powder Screening Test Kit	667.60
9914	N.J.Dept. of Treas.	(Con/Mosq) Application for Certified Pesticide License (ML)	80.00
9915	Stan A. Huber Con.	(Con) Leak Testing of Radioactive Sealed Sources	20.00
9916	Staples Credit Plan	(Con) #6036 5178 1863 0674	39.98
9917	Michael Iverson	(Con/Mosq) Toll/Turnpike	9.00
9918	Maureen LoCasio	(Con/Mosq) Tolls/Turnpike	9.00
9919	N.J.Dept. of Treas.	(Con/Mosq) Application for Certified Pesticide License (GW)	80.00
9920	N.J.Dept. of Treas.	(Con/Mosq) Application for Certified Pesticide License (MI)	80.00
9921	N.J.Dept. of Treas.	(Con/Mosq) Application for Certified Pesticide License (RC)	80.00
9922	Gen-el Safety & Indus.	(Con) Inv.#9860	496.75
9923	ADP	(Con)=93.01 (CDCIX)=26.96 (Con/Mosq)=14.82 For Payroll of 9/30	134.79
9924	N.J.Dept. of Treas.	(Con/Mosq) Application for Certified Pesticide License (GC)	80.00
9925	N.J.Dept. of Treas.	(Con/Mosq) Application for Certified Pesticide License (RS)	80.00
9926	Star Ledger	(Con/Mosq) Mosquito Public Notice	317.36
9927	American Express	(Con)=659.72 (Con/Mosq)=81.16 (CDCIX)=312.56 Pagars, NJ-EZPass, Schneider Lab.,Antonia's(Comm.Meet)	1,053.44
9928	DeSena & Company	(Con) Final payment for 2009 Audit	11,000.00

RESOLUTION 2011
HUDSON REGIONAL HEALTH COMMISSION

Resolution Authorizing Schedule of Meetings for the Year 2011

WHEREAS, in accordance with the Open Public Meetings Act, Section N.J.S.A. 10:4-8, the Hudson Regional Health Commission is required to adopt, post and publish its meeting schedule for the year; and

NOW THEREFORE BE IT RESOLVED BY THE MEMBERS OF THE HUDSON REGIONAL HEALTH COMMISSION as follows:

1. The regular meetings of the Hudson Regional Health Commission for the Year 2011 shall be in accordance with the attached schedule.
2. The Executive Director is authorized and directed to file with the Clerk of Hudson County and the Clerks of the member Hudson County municipalities a copy of the meeting schedule.
3. Copies of the meeting schedule shall be delivered to two newspapers serving Hudson County, one being the official newspaper of the Commission.
4. The Executive Director is hereby authorized and empowered to take whatever action is necessary and execute any documents that may be required, on behalf of the Commission, after consultation with legal counsel, to effectuate the purposes of this Resolution.

Date: 3/23/11

Certification: _____

Attachment II

NOTICE OF PUBLIC MEETINGS

THE HUDSON REGIONAL HEALTH COMMISSION

In accordance with the State of New Jersey Open Public Meeting Act – Chapter 231-PL 1975, requiring public bodies to transmit notices of future meetings, we are hereby giving notice that for 2011, the regular meetings of the Hudson Regional Health Commission will be conducted at 10:00 a.m. at the Hudson Regional Health Commission, 595 County Avenue, Building 1, First Floor, Secaucus, New Jersey.

DATES:

April 20, 2011

June 15, 2011

September 21, 2011

December 21, 2011

any and all public business

any and all public business

any and all public business

any and all public business

Robert Ferraiuolo,

Director

Hudson Regional Health Commission

Date: January 31, 2011

RESOLUTION 2011
HUDSON REGIONAL HEALTH COMMISSION

Resolution Designating Official Depositories


WHEREAS, the Hudson Regional Health Commission (the "Commission") wishes to designate the official depositories of its accounts for the Year 2011; and

NOW BE IT RESOLVED by the Members of the Hudson Regional Health Commission as follows:

1. The official depositories of the Commission are:

- a. State of New Jersey Cash Management Fund
- b. PNC Bank
- c. Bank of America

Date: 3/22/11

Certification: 

Resolution 11-01-3

**RESOLUTION 2011
HUDSON REGIONAL HEALTH COMMISSION**

Resolution Designating Official Newspaper of the Commission

WHEREAS, the Hudson Regional Health Commission (the "Commission") wishes to designate the official newspaper for the Year 2011; and

NOW BE IT RESOLVED by the Members of the Hudson Regional Health Commission as follows:

1. The Jersey Journal is designated as the official newspaper of the Commission for the Year 2011.

Date: 3/23/11

Certification: _____

A handwritten signature in black ink, consisting of a large, stylized loop followed by a horizontal line extending to the right.

RESOLUTION
HUDSON REGIONAL HEALTH COMMISSION

**Resolution appointing Commissioner's to the
Suburban Essex Joint Insurance Fund for 2011**

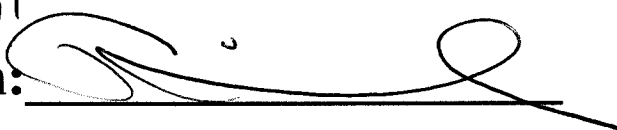
**WHEREAS, the Commission is a member of the
Suburban Essex Joint Insurance Fund; and**

**WHEREAS the Suburban Essex Joint Insurance
Fund requires that from each member governing
body a Commissioner and alternate be appointed;**

**NOW THEREFORE , the Board hereby appoints
Robert Ferraiuolo, Director as Commissioner and
Marisol Leguizamon as alternate for the year
2011.**

Date: 3/23/11

Certification:

A handwritten signature in black ink, appearing to be "R. Ferraiuolo", is written over a horizontal line.

Personnel/Finance Committee Meeting
December 14, 2018

Those Present

F. Sasso, Chairman
J. Sarnas
R. Censullo

Absent

V. Rivelli

R. Ferraiuolo, Director
J. Napolitano, Counsel

Meeting opened at 11:10am.

Revised Handbook: J. Napolitano and R. Ferraiuolo went over changes either required by the JIF (Joint Insurance Fund) to clarify ambiguities or bring certain provisions into compliance with prevailing regulations. An example of the latter was the Commission provided post retirement benefits for employee and spouse. However, with the retirement of G. Garetano we found that NJSHB does not permit this. Either the employee only or entire family has to be covered, thus the change in the handbook.

Upon presentation, discussion and minor changes, the Handbook was unanimously approved for recommendation for adoption to the full Board.

Recruitment of Director/Revised T.O: At the request of the Committee, R. Ferraiuolo proposed four options and related tables of organization.

- 1 & 2) Director/Health Officer with and without an Assistant Director**
- 3) Director without Health Officer License and Assistant Director/Health Officer.**
- 4) Contract Health Officer**

The Committee expressed concern about the transition because of the unique nature of the Commission and the long tenure and record of R. Ferraiuolo. R. Ferraiuolo thanked them for the compliment but pointed out that he was confident that the Commission was in sufficient fiscal and organizational health to have long term success.

Further, he stated that attrition was an integral part of his fiscal planning which was why he suggested 'promotion from within' be given very serious consideration.

He stated that he was generally aware that the concept of returning to work post retirement was something largely frowned upon for reasons of appearance and contrary to his own philosophy on attrition.

However, in his case, if the Board found itself in need, he would be willing to return to help out if he could for either a nominal sum, or perhaps pro bone, for as long as it took to resolve any problems.

The Committee discussed the various options recommended by R. Ferraiuolo and decided to defer a firm recommendation on structure until such time that prospective candidates could be interviewed. It was agreed he the Director would reach out to three candidates, L. Jones, Health Officer Union County(contract options) V. Carter, NJDHSS and Greg Williams, Mosquito Control (non Health Officer options).

Interviews would be scheduled for the end of next month.

Jome Richards- Haz Mat Assignment:

R. Ferraiuolo reported that Jome Richards would be assigned to cover Haz/Mat in place of G. Garetano. He was requesting permission to assign him a vehicle for commuting.

The Commission unanimously agreed and took the position that such matters should be left up to the Director. R. Ferraiuolo mentioned that at one time such was the case but he believed that for reasons unknown to him the policy had been changed.

Post Retirement Medical Benefits (PRMB)

R. Ferraiuolo presented the Committee with a spread sheet reflecting the cost, both present and projected of PRMB. He expressed his opinion that the age of retirement was a major factor in cost control and recommended that increasing it be given serious consideration. Under NJSHB regulations, the age could be raised to 62 or 65 (where Medicare kicks in). The only argument to the contrary would be forcing people to stay longer with associated cost. However, R. Ferraiuolo felt that employees could still retire and defer PRMB.

There was discussion about increasing contributions and other options.

In the end, it was agreed to table the matter pending what additional contributions might be required by the State in the very near future.

The meeting concluded at 2:45pm.


Prepared by Robert Ferraiuolo, Director

RECEIVED DEC 07 201

JOHNSON & CONWAY, LLP
ATTORNEYS AT LAW

GEOFFREY JOHNSON **
JOHN A. NAPOLITANO **
WILLIAM J. CONWAY **▲

Of Counsel
MELINDA L. LEE **

• NJ BAR
† NY BAR
▲ TN BAR
■ RULE 1:40 QUALIFIED MEDIATOR

NEW JERSEY OFFICE
18 SYCAMORE AVENUE
SUITE 2
HO-HO-KUS, NJ 07433
(201) 447-3600
TELECOPIER: (201) 447-2000

NEW YORK OFFICE
107 7TH AVENUE
SUITE 1001
NEW YORK, NY 10001
WWW.JNCLAW.COM

REPLY TO: NEW JERSEY

November 30, 2010

Robert Ferraiuolo, Director
Hudson Regional Health Commission
Meadowview Complex
595 County Avenue, Bldg. 1
Secaucus, NJ 07094

Re: Proposal for Legal Services - February 1, 2011 through January 31, 2012

Dear Mr. Ferraiuolo:

Thank you for the opportunity to submit the qualifications of our firm, Johnson & Conway, LLP, to the Hudson Regional Health Commission for consideration as General Counsel for 2010.

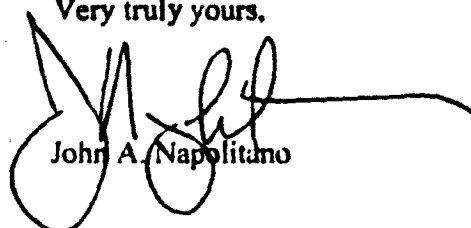
Johnson & Conway, LLP has provided legal services to the Commission for five years and is familiar with its issues and concerns. This experience places our firm in a unique position to advise and assist the Commission with its present and future legal issues.

As a firm, we strive to respond quickly and efficiently to our clients' needs. We are experienced in addressing the difficult issues and concerns involved in the representation of governmental entities. We propose to perform legal services at a rate of \$185.00 per hour for attorneys and \$75.00 per hour for paralegal work in addition to the usual and customary disbursements.

I have enclosed our resumé for your review and invite you to visit our website at www.jnclaw.com. Please feel free to contact me directly with any questions or concerns.

Thank you for your consideration.

Very truly yours,


John A. Napolitano

encl.

1231

10

CERTIFICATE OF EMPLOYEE INFORMATION REPORT
RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-MAY-2010 to 15-MAY-2017

JOHNSON & CONWAY, LLP
18 SYCAMORE AVENUE SUITE 2
HO-HO-KUS NJ 07423




Acting State Treasurer

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:

JOHNSON & CONWAY, L.L.P.

ADDRESS:

18 SYCAMORE AVE SUITE 2

HO-HO-KUS NJ 07423

EFFECTIVE DATE:

08/18/04

TRADE NAME:

SEQUENCE NUMBER:

1088841

ISSUANCE DATE:

02/02/10

James J. Quinonez

Director
New Jersey Division of Revenue

**HUDSON REGIONAL HEALTH COMMISSION
Meadowview Complex
595 County Avenue, Bldg. 1
Secaucus, New Jersey 07094**

**REQUEST FOR PROPOSALS (RFP)
GENERAL LEGAL COUNSEL**

Sealed Proposals must be delivered to the address stated above, prior to the time and date listed as the public opening. Proposal for legal services must be clearly written on the outside of the envelope, to the attention of Robert Ferraluolo, Director.

Proposals will be evaluated on the basis of the most advantageous, price, and other factors considered. The evaluation will consider:

- a. Experience and reputation in the field;**
- b. Knowledge of the Commission or Regional Health Commissions and the subject matter to be addressed under the contract;**
- c. Availability to accommodate any required meetings of the Commission;**
- d. Compensation proposal;**
- e. Other factors demonstrated to be in the best interest of the Commission.**

The contract will be awarded for one (1) year, beginning February 1, 2011 and ending January 31, 2012.

All proposals must include a copy of your New Jersey Business Registration Certificate and Affirmative Action Certificate.

The public opening will be held in the Office of the Director of the Commission located at The Meadowview Complex, 595 County Avenue, Building 1, 1st Floor, Secaucus, New Jersey on Tuesday, December 7, 2010 at 11:00 a.m.


**Robert Ferraluolo
Director**

**DeSena & Company****Certified Public Accountants, LLC**

RECEIVED JAN 10 201

100 Eagle Rock Avenue, Suite 1

East Hanover, NJ 079

(973) 602-33

Fax (973) 602-33

November 24, 2010

To the Board of Commissioners
Hudson Regional Health Commission
Secaucus, New Jersey 07628

We propose to provide the following services to Hudson Regional Health Commission for the year ended December 31, 2010. We will audit the general-purpose financial statements of Hudson Regional Health Commission as of and for the year ended December 31, 2010.

The objective of our audit is the expression of an opinion as to whether the general-purpose financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles. Our audit will be conducted in accordance with generally accepted auditing standards and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion on the general-purpose financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to express an opinion, we may decline to express an opinion or may not issue a report as a result of this engagement.

In planning and performing our audits, we will consider the internal control sufficient to plan the audit in order to determine the nature, timing, and extent of our auditing procedures for the purpose of expressing our opinion on Hudson Regional Health Commission's general purpose financial statements.

An audit is not designed to provide assurance on internal control or to identify reportable conditions. However, we will inform the governing body or audit committee of any matters involving internal control and its operation that we consider being reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control that, in our judgement, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

Identifying and ensuring that Hudson Regional Health Commission complies with laws, regulations, contracts, and agreements is the responsibility of management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we will perform tests of Hudson Regional Health Commission's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore our audit will involve judgement about the number of transactions to be examined and areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by error or fraud. Because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that a material misstatement may exist and not be detected by us. In addition, an audit is not designated to detect errors, fraud, or other illegal acts that are immaterial to the general-purpose financial statements. However, we will inform you of any material errors and any fraud that comes to our attention. We will also inform you of any other illegal acts that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Management is responsible for making all financial records and related information available to us. We understand that you will provide us with such information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. That responsibility includes the establishment and maintenance of adequate records and effective internal control over financial reporting, the selection and application of accounting principles, and the safeguarding of assets.

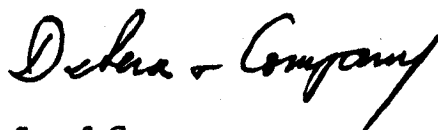
We understand that your employees will prepare all cash or other confirmations we request and will locate any invoices selected by us for testing.

We expect to begin our audit on approximately April 25, 2011 and to issue our reports no later than May 25, 2011.

Our fee for these services will be based on a fixed fee plus out of pocket costs (such as report reproduction, typing, postage, travel, copies, telephone, etc.) Our fixed fee for professional services, excluding out of pocket expenses will not exceed \$22,000. Any additional costs beyond the fixed fee of \$22,000 will be subject to approval of the Board of Commissioners. Our invoices for these fees will be rendered as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Hudson Regional Health Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



DeSena & Company

RESPONSE:

This letter correctly sets forth the understanding of Hudson Regional Health Commission.

By: _____

Title: _____

Date: _____

Required Pursuant To N.J.S.A. 19:44A-20.26

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

☐ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☒ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership☐ Corporation☐ Sole Proprietorship☐ Limited Partnership☒ Limited Liability Corporation☐ Limited Liability Partnership☐ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

N/A

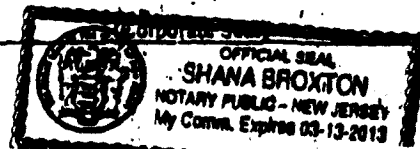
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this 3rd day of Jan, 2011

(Notary Public)

My Commission expires: 3/13/13

Shana Broxton
(Affiant) 12441
Shana Broxton Notary Public
(Print name & title of affiant)



1239

20

Attachment IX

BASEMENT STORGE ROOM DISPOSAL INVENTORY

1. 20 Boxes of Spill/Clean Gelling Agent for liquid spills (4-1 gal bottles per box) which were donated and are no longer usable.
2. 26 NJDEP Hazmat Safety Suits which were given by NJDEP-BER back in the 1980's. No longer viable.
3. 3 MSA Level A Suits purchased in February 1991 which are no longer usable.
4. 3 MSA Level A Flash Suits purchased in March 1991 which are no longer usable.
5. 2 Level A Lifeguard Suits which were purchased in January 1991 which are no longer usable.
6. 5 Chemrel Max Level A Suits which were purchased in August 1996 which are no longer usable.
7. 4 Saranex Tyvek Coverals (purchase date unknown) which are no longer usable.
8. 1 Bell & Howell 16mm Sound Projector (purchase date unknown) which is no longer operational.
9. 1 Photovac Tip 2 Meter purchased in 1986 which is no longer operational.
10. 1 Hitachi 561 Recorder (purchase date unknown) which is no longer operational.
11. 1 High Volume Air Sampler from Precision Scientific (origin unknown) no longer usable.
12. 1 Trav-Electric Battery (purchase date unknown) which is no longer usable.
13. 2 Safety Response Foam Generator's (purchase date unknown) which are no longer usable.
14. 1 Electronics Division Back-up Battery (purchase date unknown) which is no longer usable.
15. 1 Guardian Eye/Face/Body Sprayer (purchase date unknown) no longer usable.

Attachment IX

16. 2 Plastic Water Sprayers (purchase date unknown) which are no longer usable.

17. 2 MSA Escape SCBA units (purchase date unknown) which are no longer usable.

HUDSON REGIONAL HEALTH COMMISSION
MEADOWVIEW COMPLEX

595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094

TEL. (201) 223-1133 FAX (201) 223-0122

Richard J. Censullo, President

Attachment X

Robert Ferraiuolo, Director

January 7, 2011

Robert Ferraiuolo
Director, Hudson Regional Health Commission

Dear Bob,

Attached please find the Cost Summary of proposed program expenses for the 2011 H1N1 Extended Funding Addendum to Attachment C. All funds must be obligated by July 31, 2011. The proposed programs and related expenses were reviewed by the state and accepted, and a budget modification was submitted to the state electronically on January 7, 2011.

Respectfully submitted,

Monique Davis

Monique Davis
Interim Program Coordinator, LINCIS

Attachment X

Hudson Regional Health Commission

HIPER-2011-HIPER LINC-005 (1)

Cost Summary

For Cost Categories A through C, a SCHEDULE SHEET and JUSTIFICATION SHEET must be completed and submitted, if applicable.

Cost Category	Grant Funds Requested from State	Funds from Other Sources	Total Funds Needed
A. Personnel Cost	\$17,371	\$0	\$17,371
Salaries/Wages	\$14,006	\$0	\$14,006
Fringe Benefits	\$3,365	\$0	\$3,365
B. Consultant/Professional Service Cost	\$2,000	\$0	\$2,000
C. Other Cost Categories	\$60,629	\$0	\$60,629
Office Expense and Related Cost	\$2,532	\$0	\$2,532
Program Expense and Related Cost	\$50,465	\$0	\$50,465
Staff Training and Education Cost			
Travel, Conferences and Meetings	\$600	\$0	\$600
Equipment and Other Capital Expenditures	\$7,032	\$0	\$7,032
Facility Cost			
Sub-Grants			
Reserve			
Other			
Total Direct Cost	\$80,000	\$0	\$80,000
Indirect Cost Percentage (See Note Below)	0 %		
Indirect Cost	\$0	\$0	\$0
Total Costs	\$80,000	\$0	\$80,000
Less Program Income			
Net Total Cost			\$80,000

NOTE: An indirect cost allowance may be rewarded to any applicant provided that state or federal legislation does not prohibit it and that the applicant has an established indirect cost rate. Do you have an established indirect cost rate?

☐ Yes ☒ No

If yes, attach a letter stating approved rate, period of time, base to which rate is applied, and enter above amount of indirect cost requested for proposed grant.

SCHEDULE C - OTHER COST CATEGORIES - CONTINUED

Cost Estimate \$2,532	Grant Funds Requested From State \$2,532	Funds From Other Sources \$0	Total Funds Needed \$2,532	Attachments
Other Cost Categories (Specify) Office Expenses and Related Cost				
If other selected, list here:				
Justification for Cost Purchase of Microsoft Office 2010 to ensure that all LINC's staff will use the same software version, ensuring compatibility with current operating systems as well as when working together on projects				
Cost Estimate \$600	Grant Funds Requested From State \$600	Funds From Other Sources \$0	Total Funds Needed \$600	Attachments
Other Cost Categories (Specify) Travel, Conferences, and Meetings				
If other selected, list here:				
Justification for Cost Costs for conference call hosting for Regional POD planning with exercise design team members				

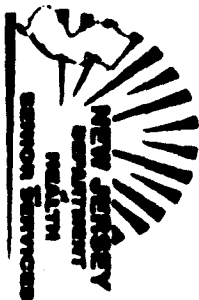
Attachment X

1/7/2011

SCHEDULE C - OTHER COST CATEGORIES - CONTINUED

Cost Estimate	Grant Funds Requested From State	Funds From Other Sources	Total Funds Needed	Attachments
\$47,660	\$47,660	\$0	\$47,660	
Other Cost Categories (Specify) Program Expenses and Related Cost If other selected, list here:				
Justification for Cost Purchase of Pandemic Influenza educational materials in both English and Spanish to expand outreach to functional needs (formerly vulnerable) populations				
Cost Estimate	Grant Funds Requested From State	Funds From Other Sources	Total Funds Needed	Attachments
\$7,032	\$7,032	\$0	\$7,032	
Other Cost Categories (Specify) Equipment and Other Capital Expenditures If other selected, list here:				
Justification for Cost Purchase of color laser printer and related supplies for printing of Medical Reserve Corps recruitment materials				

1/7/2011



Hudson Regional Health Commission


HIPER-2011-HIPER LINC-005 (1)

SCHEDULE C - OTHER COST CATEGORIES

List other cost categories applicable to grant proposal, such as travel, supplies, equipment, and other direct expenses. A copy of lease agreement, travel regulations, and any other pertinent agreement is to be attached when requesting funds for these budget categories.

Cost Estimate	Grant Funds Requested From State	Funds From Other Sources	Total Funds Needed	Attachments
\$2,805	\$2,805	\$0	\$2,805	
Other Cost Categories (Specify)				
Program Expenses and Related Cost				
If other selected, list here:				
Justification for Cost				
Translation of Pandemic Influenza educational materials and related copying (known as "embossing" in the Braille community) to expand outreach to functional needs (formerly vulnerable) populations				

I Robert Ferraiuolo, Director of the Hudson Regional Health Commission do hereby
Certify that the foregoing are true Minutes of a meeting held on Jan 19, 2011,
in witness whereof I have set my hand this 23rd, day of
March 2011.


Robert Ferraiuolo
Director

**State of New Jersey
Hudson County**

MAR 11 2011

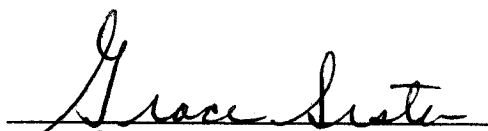
4725

Grace Sista, of full age and being duly sworn according to law, on her oath deposes and says that she is the Accounting Clerk of:

THE JERSEY JOURNAL

A Newspaper printed and published in Jersey City, County and State aforesaid, and that a Notice, a true copy of which is annexed, was Published in the said newspaper on the Following date(s):

3/8/11


GRACE SISTA

Hudson Regional Health Commission
Meadowland Complex
595 County Avenue, Suite 100
Secaucus, NJ 07094

Professional Services
Notice of Contract Award

At its regular meeting on January 10, 2011, the Hudson Regional Health Commission has awarded a contract without competitive bidding as a professional service pursuant to N.J.A.C. 17:27(c)(1)(i). The minutes and associated authorizing documents are on file and available for public inspection in the Office of the Director of the Hudson Regional Health Commission.

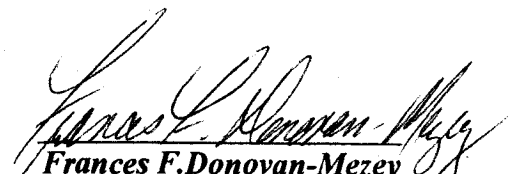
Awarded to: Deloitte & Co. CPA's LLC
Duration: To be completed by September 1, 2011
Nature and type of contract: Interim audit for the period January 1 - June 30, 2011
Amount of contract: \$55,300

Robert Ferraiuolo
Director

03/08/11 \$55.30

Sworn to and subscribed before me this

10th Day of MARCH, 2011


Frances F. Donovan-Mezey
Notary Public of New Jersey

FRANCES F. DONOVAN-MEZEY
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Feb. 25, 2014

**State of New Jersey
Hudson County**

RECEIVED JAN 03 2011

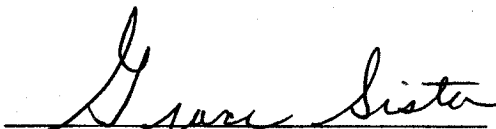
4725

**Grace Sista, of full age and being duly sworn
according to law, on her oath deposes and says
that she is the Accounting Clerk of:**

THE JERSEY JOURNAL

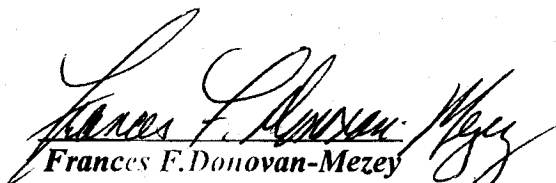
**A Newspaper printed and published in Jersey
City, County and State aforesaid, and that a
Notice, a true copy of which is annexed, was
Published in the said newspaper on the
Following date(s):**

12/27/10


GRACE SISTA

Sworn to and subscribed before me this

29th Day of DECEMBER, 2010


Frances F. Donovan-Mezey
Notary Public of New Jersey

FRANCES F. DONOVAN-MEZEY
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Feb. 25, 2014

NOTICE OF PUBLIC MEETING
HUDSON REGIONAL HEALTH COMMISSION

In accordance with the State of New Jersey Open Public Meeting Act, Chapter 301-P, 1998, mandating public notice to municipal notice of future meetings, we are hereby giving notice that the Hudson Regional Health Commission will hold a regular meeting on Wednesday, January 19, 2011, 10:00 AM at Hudson Regional Health Commission, 200 County Avenue, Building 1, First Floor, Secaucus, New Jersey.

The Agenda will include:

- Approval of Minutes from last meeting
- Approval of Expenditure Reports
- Audit report for Fiscal Year 2010
- Proposal for legal services for Fiscal Year 2011
- Budget Amendments
- Report of the Personnel/Employees Committee
- Handbook Revisions
- Personnel Issues
- Amendments to By-Laws
- Any other business as the Commission deems appropriate

Robert P. Parnowski, Secretary
Hudson Regional Health Commission
Date: December 21, 2010

12/27/10 305.95

NOTICE OF PUBLIC MEETING

HUDSON REGIONAL HEALTH COMMISSION

In accordance with the State of New Jersey Open Public Meeting Act- Chapter 231-PI 1975, requiring public bodies to transmit notices of future meetings, we are hereby giving notice that the Hudson Regional Health Commission will hold a regular meeting on, Wednesday, January 19, 2011, 10:00am at Hudson Regional Health Commission, 595 County Avenue, Building 1, First Floor, Secaucus, New Jersey.

The Agenda will include:

Approval of Minutes from last meeting

Approval of Expenditure Reports

Audit proposal for Fiscal Year- 2010

Proposal for legal services for Fiscal Year- 2011

Budget Amendments

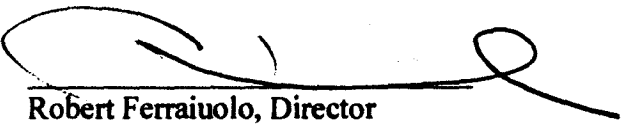
Report of the Personnel/Finance Committee

Handbook Revisions

Personnel Issues

Amendments to By Laws

Any other Business as the Commission deems appropriate.



Robert Ferraiuolo, Director
Hudson Regional Health Commission
Date: December 21, 2010