

**Hudson Regional Health Commission
Commission Meeting
June 12, 2013**

MINUTES

Opening of the meeting:

The meeting was opened at 10:09 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:

J. Sarnas
C. Madalena
E. Grosvenor
F. Sasso
A. Velazquez
D. Drumeler
G. Drasheff
N. Guivas (10:11 AM)
J. Waks
V. Rivelli
J. Castro
J. Ehret
S. Barracato (Alternate)

C. Nawrocki, Director
J. Napolitano, Counsel

Minutes of the meeting of March 13, 2013: were unanimously approved as written and submitted on motion by E. Grosvenor, second A. Velazquez.

Announcements:

C. Nawrocki announced the Hudson Regional Director's report for March - mid June 2013 was included in the meeting package (Attachment I).

The Township of Weehawken appointed Sarah Barracato as an alternate representative to the Hudson Regional Health Commission Board of Commissioners (Attachment Ia).

Expenditures Report for March 1 – May 31, 2013: was approved on motion by V. Rivelli, second D. Drumeler unanimously carried (Attachment II).

Old Business:

2011 Audit Report note

Resolution #13-05-09 (Attachment III): Resolution Modifying Post-Retirement Funding was approved on motion by D. Drumeler, second F. Sasso unanimously carried.

New Business:

CEHA Grant

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 \$260,000 to fund program activities as set forth under the County Environmental Health Act.

On motion by A. Velazquez, second J. Ehret, unanimously carried Resolution #13-05-08 (Attachment IV) authorized the Director to apply for, receive and administer the CEHA Grant.

2013 Budget

C. Nawrocki presented the final 2013 budget, since the Commission was operating on a temporary budget until the agreement with Hudson County was finalized.

Resolution #13-05-10 (Attachment V) Resolution approving the annual budget for the Hudson Regional Health Commission for the fiscal year beginning on January 1, 2013 and ending December 31, 2013 was unanimously approved on motion by C. Madelina, second A. Velazquez.

Hudson County Contract

Resolution #13-05-11 (Attachment VI) Resolution to Execute Agreement with County of Hudson effective January 1, 2013 through December 31, 2019 was unanimously approved on motion by D. Drumeler, second E. Grosvenor.

Lead Grant- New Jersey Department of Health

For another year, the New Jersey Department of Health has offered the Commission funding to support efforts in the lead program for environmental inspections only, for all municipalities in Hudson County excluding Jersey City (Attachment VII). On motion by D. Drumeler, second A. Velazquez, unanimously carried, the Director was authorized to submit the application and execute the agreement.

NJDOH LINCS Grant

The Commission received a letter of intent to fund \$386,522 for the emergency preparedness (LINCS) program, from the New Jersey Department of Health (Attachment VIII). This grant is to sustain current capabilities and to enhance additional capabilities regarding response to terrorism, pandemic influenza and other public health emergencies effective July 1, 2013 through June 30, 2014.

The major change this year to the grant is that half way through the grant cycle, they state will remove all epidemiology related capacity from the grantee (the Commission) and hire regional epidemiologists at the state level. At that time, all of the Hudson County's surveillance, outbreak investigations and consults on communicable diseases will not be done at the Commission, rather at the state level.

On motion by F. Sasso, second V. Rivelli, unanimously carried, the Director was authorized to apply for, take receipt of, expend funds and administer the grant in accordance with the terms and conditions specified in the letter of intent.

Following discussion, **Resolution #13-05-12 (Attachment IX): Resolution in Objection to Removal of the Epidemiologists from the LINCS Program unanimously approved on motion by D. Drumeler, A. Velazquez.**

Auditor

Prior to this meeting, the Board considered a proposal from DeSena and Company for auditing services for 2102 on a no bid basis (Attachment X), which was sent via email and approved by majority of the Board. To formalize this appointment, on motion by A. Velazquez second E. Grosvenor, the proposal submitted by DeSena and Company was unanimously approved.

Report and Recommendations of the Finance/Personnel Committee:

The Finance/Personnel Committee met on March 6, 2013, minutes were distributed to the Board (Attachment XI).

There being no further business, the meeting was closed at 10:36am on motion by D. Drumeler, second A. Velazquez

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

John Sarnas, President

Carrie Nawrocki, Director

DIRECTOR'S REPORT

Hudson Regional Health Commission June 2013

Public Health Emergency Preparedness

Local Information Network and Communications System (LINCS) Program:

The following tables summarize LINCS activities for March mid-June 2013:
Communications:

HRHC LINCS HAN Communications – Messages Sent 2012					
	Alert	Advisory	Update	Information	Total
January	0	0	14	18	32
February	2	2	5	20	29
March	3	4	6	12	25
1st Quarter Totals	5	6	25	50	86
April	1	2	7	13	23
May	0	2	5	9	16
June					0
2nd Quarter Totals	1	4	12	22	39

Number of new Stakeholders added to HRHC NJLINCS HAN for 2013	
	Total
1 st Quarter	40
2 nd Quarter	18
Totals	58

“SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,
UNION CITY, WEEHAWKEN, WEST NEW YORK.”

Emergency Room Surveillance, Epi Center Syndromic Surveillance Alerts Investigated in 2013	
January	73
February	12
March	35
1st Quarter Totals	120
April	13
May	40
June	
2nd Quarter Totals	53

Emergency Room Surveillance, Epi Center Admission Volume Alerts Investigated in 2013	
January	0
February	2
March	1
1st Quarter Totals	3
April	3
May	4
June	0
2nd Quarter Totals	7

Hospital Surveillance, Influenza-like Illness Epi Center Visit Volume alerts Investigated in 2013	
January	1
February	1
March	2
1st Quarter Totals	4
April	2
May	5
June	
2nd Quarter Totals	7

Emergency Room Surveillance, Epi Center Volume Alerts Investigated in 2013	
January	1
February	1
March	2
1st Quarter Totals	4
April	1
May	2
June	
2nd Quarter Totals	3

Health Education and Planning:

Activity	Total # of Activities
Hurricane Sandy After-Action Conference Calls: 1. Commissioner O'Dowd's Sandy Recovery Conference Calls	3 Activities
Medical Needs Shelter Planning: 1. Continued planning process for County-Wide Medical Needs Shelter 2. Met with Medical Needs Shelter Public Education and Outreach Subcommittee 3. Met with Medical Needs Shelter Facilities and Equipment Subcommittee 4. Presented current status at Quarterly Health & Hospital Emergency Preparedness Meeting	8 Activities
Advanced Spokesperson Media Training, Part V	1 Training, 7 Attendees
Biohazard Detection System (BDS) Plan Revision: Met with state planner to revise existing plan for the Dominick V. Daniels Processing and Distribution Center in Kearny	3 Meetings
Ready Together, NJ/Register Ready Presentation at Hudson County Office on Aging Public Hearing on Budget	1 Meeting, 17 attendees
Created Fact Sheet on MRSA in the Workplace for Jersey City Health Department at their request	1 Activity
Newark MMRS Tabletop Exercise on Surge Capacity	1 Activity
Coordinated Mold Awareness Course with UMDNJ for REHS's and Building Inspectors Throughout Hudson County. To be conducted June 17, 2013	1 Activity
Hosted H7N9 Status Conference Call for LINCS Target Audience	1 Activity
Attended two public health emergency preparedness conferences and training on Incident Management Team	3 Activities
Researched and purchased needed equipment and supplies for LINCS Program and MRC programs, specifically for Medical Needs Shelter	Ongoing throughout quarter
Preparedness Literature Distributed	1000 pieces
"Tweets", including "Retweets" (Aug – Dec)	24
"What's New" Postings on HRHC Website	3

Medical Reserve Corp:

Hudson Regional Medical Reserve Corp (MRC)	Total
Volunteers	179 (5new)
Recruitment activities at Hudson County Volunteer Expo and Earth Day Celebration	850 interactions with public
Meetings with Morris, Sussex, Warren, Passaic and Bergen MRC Coordinators to develop MRC Deployment Plan	2 Meetings
Meetings/Trainings – April 18: Quarterly Meeting/Training: 1. CBRNE Awareness and the Role of the MRC Volunteer 2. First Aid/CPR/AED Workshop* 3. START Triage Training Quarterly Meeting/Training**	1 with 21 attendees *To be conducted 6/8/13; 11 registrants **To be conducted 6/26/13; 22 persons registered

Elevated Blood Lead (EBL) Level Investigation Program April - May 2013

Four (4) new Elevated Blood Lead (EBL) Environmental Intervention referrals were received of which three (3) required risk assessments – one (1) in Bayonne, one (1) in Union City and one (1) in West New York. The other was a repeat of an ongoing case in Kearny.

One EBL Abatement Clearance Inspections was conducted in this quarter.

Due to normal radioactive source decay, one Niton XLp 306 Lead Paint Analyzer had to be shipped to the manufacturer for resourcing at a cost of \$5400.

No new Lead Risk Assessments requests were received from the Hudson County Division of Housing and Community Development in compliance with regulations adopted by the US Department of Housing and Urban Development (HUD) for housing receiving federal assistance.

On June 27, 2013, two staff members will be attending a course on Health Homes Training for Community Health Workers, as a condition of the Childhood Lead Poisoning Prevention (CLPP) grant received from the Department of Health. This course presents the foundations for creating and maintaining healthy homes with advice about specific home health problems.

Hudson County Lead Poisoning Prevention Coalition Meeting dates for the rest of the year are as follows:

- § July 18
- § September 19
- § November 21

County Environmental Health Act (CEHA) Program:**Inspections and Enforcement Activities:**

Program	Inspections Conducted	NOVs Issued	Penalties Assessed	Penalties Collected
Air-Local	43	42		
Air-State	107	46	\$200	\$7500
Dry Cleaner	6			
UST	11	3	\$6800	\$8250
Pesticide	7			
Solid Waste	1			
Noise	N/A			
TOTAL	175	91	\$7000	\$15,750

Complaint Investigations:

Municipality	HazMat	Air	Noise	Other	TOTAL
Bayonne	11	3	1		15
East Newark					
Guttenberg					
Harrison	1			1	2
Hoboken	2	14	5		21
Jersey City	15	10	1	5	31
Kearny	9			1	10
North Bergen	4	3			7
Secaucus	1			2	3
Union City	5	1			6
Weehawken					
West New York					
TOTAL	48	31	7	9	95

High-Profile Case Summaries:❖ **Dump Site at Vacant Property (Mori Tract) / Secaucus:**

There haven't been any substantial developments since the last report. The NJDEP Administrative Order and Notice of Civil Administrative Penalty Assessment that Coastal/Land Use and Solid Waste Enforcement issued in October of 2012 remains in force. All enforcement agencies involved in this matter are requiring the illegally dumped material to be entirely removed from the site.

❖ **Eagle Recycling / North Bergen:**

On April 19, 2013, Eagle Recycling filed for Chapter 11 bankruptcy protection. In a meeting in May, the owner, Jeff Marangi, indicated that he is hoping that Eagle is bought out by another recycling company. As of this date, Eagle Recycling remains in operation. The HRHC remains enjoined with the Township of North Bergen on a consent order requiring Eagle Recycling to comply with its permit conditions. The air filtration system installation has not commenced.

❖ **Reliable Wood Products, Inc. / Jersey City:**

A tentative settlement has been reached between Jersey City and Reliable as to the City's nuisance lawsuit regarding odors emanating from the Reliable facility. To date the settlement documents have not been finalized.

The Commission received 4 complaints against Reliable Recycling in all of 2012, and no complaints have been received thus far this year.

Leonard Perelli, the owner of Reliable Wood Recycling indicated at a recent site visit that they are planning on closing the facility by the end of 2013.

❖ **All American Recycling and Galaxy Recycling / Jersey City:**

In March of 2013, representatives of the HRHC met at Galaxy Recycling and requested that Galaxy Recycling post a sign in its upper parking lot to alert drivers to be sensitive to surrounding properties and minimize noise and also requested that Galaxy send letters to its clients requesting similar measures while on the Galaxy facility. Galaxy agreed to the requested measures at that time. Galaxy indicated that the letters were sent out to its clients but could not produce a copy during a recent site visit in May. Signs were never posted in the upper parking lot due to the road being closed for construction shortly after the March meeting.

In mid May, the HRHC received an email from one of the primary complainants. The email had an attached daily log for specific days in February and March 2013. The logs indicated that revving engines and backup beepers were waking up the complainant between 4:30-5:30 am. The Commission is awaiting a response from the complainant regarding scheduling noise surveillance.

❖ Advance at Hoboken LLC Environmental Remediation Project / Hoboken:

The site has four (4) Tigg 20,000 cfm blowers that filter the exhaust air from the excavation site through charcoal filters. Odor complaints rose in April to the beginning of May (ten (10) total). The odor complaints coincided with the completion of the mining beneath the first level (P1) slab and the installation of a site water treatment plant that was installed at street level to replace one lost in Superstorm Sandy. All complaints were investigated and the site was found to be compliant. The Advance Site has poured the second level (P2) slab and will conduct minimal work for a couple of months until the slab dries.

On 3/28/13 activities by PSEG in the vicinity of the site resulted in a 30-inch water main break. The site took on approximately 2.5 million gallons of water, which filled the P2 level to the bottom of P1. The water was treated prior to disposal. This activity, coupled with flooding due to Superstorm Sandy, have delayed progress at the site. The current schedule calls for completion of excavation of all 4 sub-grade parking levels by April 2014, with vertical development to be completed 2 years after that.

The remediation plan requires that the owner perform air monitoring in accordance with an approved Perimeter Air Monitoring Plan. Although DEP does not require submission of data until the completion of remediation, the Commission requested submission of periodic reports to address concerns raised by residents in the area. The PAMP information can be instrumental for the resolution of complaints and made available to the particular complainant when applicable. Since June 2012 the site's Licensed Site Remediation Professional (LSRP) has been providing the Commission with Perimeter Air Monitoring Reports. The site is being monitored for particulates and volatile organic compounds, and to date no action levels have been exceeded.

On May 6th a community outreach meeting was held to address any concerns from the neighbors. Representatives of Advance at Hoboken and its engineering and environmental consultants, the Freeholder for the district of Hoboken, the County Engineer, two Hoboken Councilpersons, the Hoboken Assistant Business Administrator, and a representative of the Commission were available to address potential concerns. Three members of the public attended the meeting; no odor concerns were raised

Mosquito Program

Disease Surveillance

West Nile trapping will begin June 11.

Larval/Adult Surveillance

Adult trapping began the last week of May. Results are still being tallied from the first collection. Larval surveillance is well under way. Heavy rains in late May and early June have given rise to large populations of the floodwater species *Aedes vexans*. Floodwater habitat is well mapped in Hudson County and the Inspectors have been able to keep up with treatments to prevent significant adult emergence.

Budget

There has been limited spending on licensing and training fees for one of the program staff and dry ice for our traps.

Research

The mosquito control program staff have begun trials using several species of mosquitofish to permanently control mosquitoes in stagnant ponds and abandoned pools. Preliminary results are promising. The use of mosquitofish will lead to reduced pesticide use and will increase inspector efficiency.

Other

All adulticiding equipment was calibrated and is running within specifications. Program staff participated in a Rutgers training symposium where they discussed the technique of area-wide larviciding that they helped develop. One of the staff members of the mosquito program is currently training to become a licensed Pesticide Applicator. Additionally, the Superintendent of the mosquito program is exploring the possibility of utilizing an intern for one of our seasonal staff.

**TOWNSHIP OF WEEHAWKEN
HUDSON COUNTY**

RESOLUTION # 99 - 2013

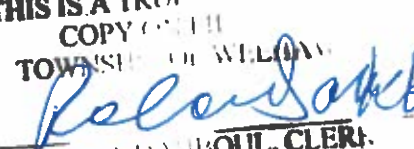
WHEREAS, the Township Council has appointed JOSEPH EHRET as its representative to the NORTH HUDSON REGIONAL HEALTH COMMISSION, and now wants to appoint an appropriate person to serve as his alternate in the event he is unable to perform the duties and functions of that position,

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Weehawken that SARAH BARRACTO be and is hereby appointed as alternate representative of the Township to the NORTH HUDSON REGIONAL HEALTH COMMISSION in the event Joseph Ehret is unable to perform the duties and functions of that position, which appointment shall be for a term to coincide with that of Joseph Ehret as the Township's representative to the NORTH HUDSON REGIONAL HEALTH COMMISSION; said appointment to be served without compensation.

DATED: May 8, 2013

Introduced: Zucconi

Sosa aye Silvestri-Ehret aye Zucconi aye Lavagnino aye Turner aye

**I CERTIFY THAT
THIS IS A TRUE AND CORRECT
COPY OF THE
TOWNSHIP OF WEEHAWKEN
RESOLUTION # 99 - 2013
ROSA DARRA, CLERK**


Second: Sosa

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John P. Samas, President

Carrie Nawrocki, MPH, HO
 Executive Director Epidemiologist

EXPENDITURES FOR MAY 31, 2013

CHECK #	PAYEE	DESCRIPTION	AMOUNT
ON LINE	HRHC Payroll Acct.	For Payroll of 5/31 Salaries=69156.79 OT=1025.81 (HCIA=779.62) Fica/Med.=5254.24 Sui/Disa=276.98 Med.125=(1396.38) HB=(134.50)	74,182.94
11110	Gary Cardini	(Con/Mosq)=24.10 (Con/Mosq)=23.29 Tolls/Plugs/Oil	47.39
11111	Poland Spring	(Con)=9.99 (Con)=130.32 Water	140.31
11112	Gen-el Safety & Indus.	(Con) Hydro Test & Valve Seal/O-Ring,Cylinders	931.00
11113	Zerox Corp.	(Con) Monthly Base Charge/Rental Plan	268.80
11114	Gregory Williams	(Con) Feb./March/April/cell phone reimbursement	60.00
11115	Braille Works	(CDC 12/13) Set-up/Production of anthrax/botulism/plague/ smallpox/tularemia/vhf-fag/braille copies	908.32
11116	Dell Marketing L.P.	(Con)=459.10 RBC43 Replacement Battery Cartridge/APC Backup (Con)=467.38 Dell 3110cn 8,000 page cyan toner cartridge	926.48
11117	Schneider Laboratories	(Con) Asbestos Bulk EPA Method 600/R-93/116	7.00
11118	Premiere Global Serv.	(CDC 12/13) Audio services #13895049 4/13-5/12	29.98
11119	Fedex	(Con) Transportation charges/special handling	47.16
11120	USA Mobility Wireless	(Con) Inv.#W8408051E	27.41
11121	ADP	(Con) Jurisdictional Flat Rate	6.00
11122	WexBank	(Con)=988.31 (Con/Mosq)=280 (CDC 12/13)=69.40 #33024471	1,337.71
11123	Thomson reuters-West	(Con) Subscription Product Charges	448.00
11124	Deborah Ruckl Drake	(Con) Medicare Part B (TD) Claim#142-38-6470A	146.90
11125	Deborah Ruckl Drake	(Con) SilverScript ID: G2Z000231 (T.D.)	35.30
11126	National Sportswear	(CDC 12/13) Shirts/Jackets for HRHC Staff #65229	2,280.80
11127	Staples Credit Plan	(CDC 12/13) Program Expenses	1,475.16
11128	Staples Credit Plan	(Con) Inv.#42695 Office Supplies	45.98
11129	ADP	(Con)=77.98 (CDC 12/13)=21.04 (Con/Mosq)=24.75 For Payroll of 5/31/2013	123.77
11130	Christina Butieb	(CDC 12/13) Hotel-Tropicana/Conference	91.20

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 Executive Director Epidemiologist

EXPENDITURES FOR MAY 15, 2013

CHECK #	PAYEE	DESCRIPTION	AMOUNT
ON LINE	HRHC Payroll Acct.	For Payroll of 5/15 Salaries=69587.87 OT=604.10 OnCall=1120 Fica/Med=5340.63 Sul/Disa=326.14 Med.125(1396.38) H.B.(134.50)	75,447.86
ON LINE	State H.B.Program	HB/May (Con)=17678.90 (Con/Mos)=7340.18 (CDC 12/13)2437.61 Dental/May (Con)=997.72 (Con/Mos)=440.55 (CDC 12/13)=90.46	27,456.69 1,528.73
ON LINE	State H.B.Program	H.B./May retirees RF=1556.45 GG=2708.95 JL=2267.67 JM=1092.29	7,625.36
11086	Verizon	(Con)=502.87 (CDC 12/13)=105.41 3/22-4/22	608.28
11087	Gen-el Safety	(Con) Bio Check Powder Screening Kits 25/cs	1,400.00
11088	NAETI	(Con) Lead Inspector/Risk Assessor Recertification/June 28 C. R. and J.R.	378.00
11089	Christina Butieb	(CDC 12/13) Black & Red Casebound Notebook/Taylor Food Service Classic Series Freezer-Refrig. Thermometer (CDC 12/13)=44.12 (CDC 12/13)=151.12 Travel/Parking (Con) Odor Recertification/Rutgers Univ. (Miles)	200.72 195.24 12.43
11090	Rachna Misra	(CDC 12/13)=43.92 Refreshments for Biowatch	101.92
11091	Angela DeQuina	(Con/Mosq)=40 (Con)=11.75 (Con)=6.25 Parking/Jeep lights (Con/Mosq) Tolls/Mercer Co./ULV Calibration	12.40 103.23
11092	Michael Iverson	(Con) Laser L1 Check IPT Mauve Mrbl	314.70
11093	Safeguard Bus.	(Con) Medicare Premium Pmt. 6/1 - 8/31	53.50
11094	Robert Ferraiuolo	(CDC 12/13) Mileage and Tolls	866.95
11095	Monique Davis	(Con) Legal fees/April	90.19
11096	Johnson & Conway	(CDC 12/13) Cable TV/Internet Services	1,029.02
11097	Comcast Commun.	(Con) Prem. Pmnt. For retiree D.R.D/June 1-July 1	93.47
11098	Horizon BC/BS	(Con) Policy #3HZN83660740 June 1-July 1 (TD)	25.00
11099	Horizon BC/BS	(CDC 12/13) CDC Jeep	791.04
11100	NJEZPass	(CDC 12/13)=200.64 (Con/Mosq)=111.02 (Con)=479.38	
11101	Verizon Wireless	Inv.#9704363705 4/5 - 5/3	32.00
11102	Manuel Mayo	(Con) Gasoline for Commission Vehicle	15.47
11103	Verizon	(Con)=12.84 (CDC 12/13)=2.63 #000131826670 58Y 4/2-30	254.00
11104	Marisol Leguizamon	(Con) Ethic Seminar and Account Seminar 5/10/13	639.85
11105	Christina Butieb	(CDC 12/13) NJEPC Seminar/Atlantic City 5/5 - 5/9	
11106	Void	(CDC 12/13) NJEPC Seminar/Atlantic City 5/7 - 5/9	483.44
11107	Carrie Nawrocki	(Con)=77.98 (CDC 12/13)=21.04 (Con/Mosq)=24.75 For	123.77
11108	ADP	Payroll of 5/15/13	523.59
11109	Monique Davis	(CDC 12/13) AC Conference 5/6 - 5/10	

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 Executive Director Epidemiologist

EXPENDITURES FOR APRIL 30, 2013

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
On Line	HRHC Payroll Acct.	For Payroll of 4/30/13 Salaries=67976.56 Fica/Med.=5085.47 Sul/Disa=400.04 Med.125(1396.38) H.B.(134.50)	71,931.19
11066	Robert Sasso	(Con) Mileage to New Brunswick for Vis.Emission 4/17	60.72
11067	USA Mobility Wireless	(Con) Inv.#W8408051D Acct.#8408051-4	27.41
11068	WEX Bank	(Con)=890.57 (Con/Mosq)=216.89 (CDC 12/13)=39.01	1,146.47
11069	Deborah R. Drake	(Con) Medicare Part B Claim #142-38-6470A (T.D.)	146.90
11070	Horizon BC/BS	(Con) Policy #3HZN83660740-U1 5/1 - 6/1	93.47
11071	Christina Butieb	(MRC 2013) Refreshments for MRC Mtg.	165.49
11072	Poland Spring	(Con) Inv.#13D0012872842 Acct.0012872842	64.52
11073	Royal Printing Serv.	(Con) Inv.#116509 Letterheads/Notice of Violation-Idling	270.00
11074	Juan Nunez	(Con) Tolls Visible Emission 4/10 and 4/17	26.00
11075	Schnelder Lab.	(Con) Inv.#902268 5 DAY Asbestos Bulk EPA Method 600	14.00
11076	Suburban Essex Mun.	(Con)=7469.38 (Con)=7239.17 Second Installment/2013	14,708.55
11077	ADP	(Con)=76.76 (CDC 12/13)=20.72 (Con/Mosq)=24.37 For Payroll of 4/30	121.85
11078	WW Grainger, Inc.	(Con/Mosq)=53.20 Hand cleaning towels (Con/Mosq)=617.24 Paper Towel Roll/Disp.Gloves/Safety Glasses (Con/Mosq)=36.15 Disp.Gloves, Nitrile,L, Blue,Pk100	706.59
11079	Staples Credit Plan	(Con) Inv.#1468742002 #10 DBLE Window Env./BC LN/LD White	70.98
11080	Staples Credit Plan	(CDC 12/13)=31.58 Sheet Prot.Stpls.HeavyWT (CDC 12/13)=300.82 Supplies (CDC 12/13)=117.99 Reimage	450.39
11081	US Postal Service	(Con) Refill for Postage	200.00
11082	Horizon BC/BS	(Con) H.B. for retiree (DRD)/May	1,029.02
11083	NJMPA	(Con/Mosq) Safety Training Basic Pesticide/May 23	99.00
11084	Maureen LoCascio	(Con/Mosq) Tolls to and From Mercer County	13.15
11085	Carrie Nawrocki	(Con) Refreshments for Meeting 4/29/13	38.56

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John P. Samas, President

Carrie Nawrocki, MPH, HO
Executive Director Epidemiologist**EXPENDITURES FOR APRIL 15, 2013**

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
On Line	HRHC Payroll Acct.	For Payroll of 4/15 Salaries=68121.61 OT=503.21 On Call=1300 Fica/Med=5234.53 Sui/Disa=509.37 Med.125(1396.38) H.B.(144.00)	74,128.34
On Line	State Hlth.Ben.Program	H.B/Dental/act.emp.(Con)=17678.90 (Con/Mosq)=7340.18 (CDC 12/13)=2437.61 Dental (Con)=997.72 (Con/Mos)=440.55 (CDC 12/13)=90.46	27,456.69 1,528.73
On Line	State Hlth.Ben.Program	H.B.for retirees RF=1556.45 GG=2708.95 JL=2267.67 JM=1092.29	7,625.36
11041	NJEZPASS	(CDC 12/13) For Acct.2000115230666 (CDC Jeep)	10.00
11042	Comcast Commun.	(CDC 12/13)Cable TV Services/Internet	87.24
11043	Deborah R. Drake	(Con)=102.60 10/1-12/31/12 (Con)=141.20 1/1-4/30/13	243.80
11044	Johnson & Conway	(Con) Legal Fees Feb/March #7918	1,735.64
11045	Anthony Mondaro	Con) Consulting services 1/1 - 3/30/13	375.00
11046	Robert Sasso	(Con)=60.40 (Con)=65.46 Tolls/Mileage	125.86
11047	Manuel Mayo	(Con)=19.90 Netgear RMA Ret.Shipping (CDC 12/13)=527.62 Godaddy 12 month/Hosted Server	547.52
11048	AAM Motor Sales	(Con) Battery for Response Truck	97.73
11049	Zerox Corp.	(Con) Monthly Base Charge	268.80
11050	N.J.Dept. of Treasury	(Con) Pesticide License Renewal (R.S.)	80.00
11051	Verizon	(Con)=14.01 (CDC 12/13)2.87 Acct.000131826670 For 3/4 - 3/28/13	16.88
11052	Verizon	(Con)=517.34 (CDC 12/13)=105.96 For 2/11 - 3/20/13	623.30
11053	Carlos Rodriguez	(Con) Vehicle Registrations & Titles	180.00
11054	Christina Butieb	(CDC 12/13)=262.73 Travel/Tolls/Refreshments/Cable/Modem (MRC)=38.05 Tolls/Travel/NYC/MRC Mtg.Dempster	300.78
11055	Carrie Nawrocki	(Con)March=480.71 (CDC 12/13)March=98.45 (Con)Feb/601.96 (CDC 12/13)Feb.=123.29 Verizon Payment for Commission (Feb.2013, March 2013)	1,304.41
11056	Carrie Nawrocki	(Con) Bergen County Health Officers Society	30.00
11057	Michael Iverson	(Con/Mosq) Tolls/Monroe Recertification	12.20
11058	Gary Cardini	(Con/Mosq) Tolls/Monroe Recertification	13.30
11059	ADP	For Payroll of 4/15 (Con)=83.38 (CDC 12/13)=22.50 (Con/Mosq)=26.47	132.35
11060	Schneider Lab.	(Con) 3 Day Metals EPA 7000B-Pb	72.00
11061	Fedex	(Con) Transp. Charges/Special Handling Charges	84.30
11062	Verizon Wireless	(Con)=453.70 (CDC 12/13)=192.04 (Con/Mosq)=108.28 Acct.#282537737-00001	759.02
11063	NJEPA	(CDC 12/13) Registration for NJEP Conference	225.00
11064	ADP	(Con) Inv.#T182691 Jurisdictional Rate	6.00
11065	HAL-HEN	(CDC 12/13) Inv.#0513073 Pocketalker Ultra W/Behind Headset	1,342.37

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"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,
UNION CITY, WEEHAWKEN, WEST NEW YORK."

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

John Samas, President

Carrie Nawrocki, MPH, HO
 Executive Director Epidemiologist

EXPENDITURES FOR MARCH 31, 2013

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
On Line	HRHC Payroll Acct.	For Payroll of 3/31 Salaries=67944.58 OT=164.13 Med.Reimb.=2479.96 Fica/Med=5285.29 Sui/Disa=558.40 Med.125(1396.38) HB(125)	74,910.98
11025	WEXBANK	(Con)=902.50 (Con/Mosq)=227.79 Inv.#32417538 ExxonMobil	1,131.29
11026	Poland Spring	Water (Con)=9.99 (Con)=143.10 Inv.#13C0012872842	153.09
11027	USA Mobillity Wireless	(Con) Inv.#W8408051C	31.43
11028	Flash Lube	(Con) Jeep/Eagle Liberty Oil Change	20.95
11029	ADP	(Con) Jurisdictional Flat Rate/JD	6.00
11030	Stan H.Huber Cons.	(Con) Leak Testing of Radioactive Sealed Sources	40.00
11031	Staples Credit Plan	(Con) Supplies Inv.#3862433001	204.14
11032	Void		
11033	Horizon BC/BS	(Con) Health benefits for T.D. 4/1 - 5/1	93.47
11034	Deborah R. Drake	(Con) Medical Ins. Premium/March	146.90
11035	Michael Walker	(HCIA) Parking lot fee/Superior Court	12.00
11036	ADP	For Payroll of 3/31 (Con)=76.77 (Con)=24.37 (CDC 12/13)=20.71	121.85
11037	AAM Motor Sales	(Con) New Auto Key and Labor (MW)	194.94
11038	Horizon BC/BS	Health Benefits for D.R.D/4-1 to 5/1 (Con)	871.78
11039	Maureen LoCascio	(Con/Mosq) Tolls to and from Monroe	16.05
11040	Xerox Corp.	(Con) Monthly Base Charge/Rental Plan	268.80

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,
 JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,
 UNION CITY, WEEHAWKEN, WEST NEW YORK."

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Attachment 11
HUDSON REGIONAL HEALTH COMMISSION
MEADOWVIEW COMPLEX

595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094
TEL. (201) 223-1133 FAX (201) 223-0122

John P. Samas, President

Carrie Nawrocki, MPH, HO
Executive Director Epidemiologist

EXPENDITURES FOR MARCH 15, 2013

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
On Line	HRHC Payroll Acct.	For Payroll of 3/15 Salaries=67944.58 OT=273.55 On Call=1140 Fica/Med=5191.20 Sui/Disa=554.88 Med.125=(1396.38) H.B.=(134.50)	73,573.33
On Line	State Health Benefits	H.B. for active emp. (Con)=17678.90 (Con/Mosq)=7340.18 (CDC 12/13)=2437.61 Dental/act.emp. (Con)=997.72 (Con/Mos)=440.55 (CDC 12/13)= 90.46	27,456.69 1,528.73
On Line	State Health Benefits	HB for retirees/March (Con) RF=1556.45 GG=2708.95 JL=2267.67 JM=1092.29	7,625.36
11008	Poster Compliance Center	(Con) NJ Year Compliance Inv.#2073571-RN 2013	69.00
11009	Stan A.Huber Consul.	(Con) Leak Testing of Radioactive Sealed Source(s)	120.00
11010	Assoc.Executives Mosq.	(Con/Mosq) Membership Dues (GW) Memb.dues (GC)	25.00
11011	Johnson & Conway	(Con) Legal Fees Jan/Feb.2013	1,244.05
11012	Carrie A. Nawrocki	(CDC 12/13) Bergen County HO's Training & Retire.Award	94.00
11013	Verizon	(Con)=19.09 (CDC 12/13)=3.64 Acct.000131826670 58Y	22.73
11014	Comcast Commun.	(CDC 12/13) Cable TV Services/High Speed Internet	87.24
11015	ADP	(Con)=76.77 (Con/Mos)=20.71 (CDC 12/13)=20.71 For Payroll of 3/15/2013	121.85
11016	Schneider Lab.	(Con) 5 DAY Asbestos Bulk EPA Method 600/R	14.00
11017	Simply Delicious	(Con) Commission Meeting for 3/13/13	190.70
11018	Manuel Mayo	(Con) Renewal 4 Year Domain License	159.00
11019	Electronic Off.Systems	(CDC 12/13) Comprehensive Agreement Qlrlly.Pmnt. Plan	151.54
11020	Pitney Bowes	(Con) Term Rental charges/1st.Qtr 2013	162.00
11021	Fedex	(Con) Transportation charges/special handling charges	23.16
11022	Verizon Wireless	(Con)=458.42 (CDC 12/13)=200.93 (Con/Mosq)=108.16 Inv.#9701045140	767.51
11023	Void		
11024	U.S.Postal Service	(Con) For Postage refill #1841-1498-86-0	200.00

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,
UNION CITY, WEEHAWKEN, WEST NEW YORK "

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Resolution #13-05-09

RESOLUTION 2013
HUDSON REGIONAL HEALTH COMMISSION

Resolution Modifying Post-Retirement Funding

WHEREAS, by previous Resolution dated September 12, 2006, the Hudson Regional Health Commission hereinafter (the "Commission") set forth a policy recommending the funding of post-retirement health care benefits on a retroactive basis, annually to fund the future financial liability; and

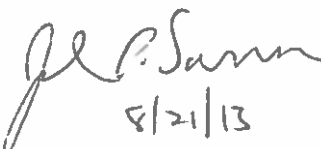
WHEREAS, the Commission, given its present financial situation, has decided to fund its post-retirement health care benefits on a pay as you go basis, as allowed by the State of New Jersey Health Benefit Plan; and

WHEREAS, the Commission wishes to revise and clarify the Commission's policy on funding employee health benefits at retirement; and

NOW THEREFORE BE IT RESOLVED BY THE MEMBERS OF THE HUDSON REGIONAL HEALTH COMMISSION that the Commission's post-retirement payment policy is hereby revised in accordance with this Resolution; and

BE IT FURTHER RESOLVED, that the Executive Director shall take all steps necessary to effectuate the terms of this Resolution.

Date:


8/21/13

GRANT AGREEMENT
BETWEEN

HUDSON REGIONAL HEALTH COMMISSION
(Print name of Grantee; all capitals)

AND

THE STATE OF NEW JERSEY
BY AND FOR
THE DEPARTMENT OF ENVIRONMENTAL PROTECTION

GRANT IDENTIFIER: EN13-018

GOVERNING BODY RESOLUTION

The governing body of Hudson Regional Health Commission
(print Grantee's name)
desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$ 213,116 to
fund the following project: Program Activities as set forth under authority of the County Environmental Health Act.

Therefore, the governing body resolves that Carrie Nawrocki or the successor to the office of
(print name)

Executive Director is authorized (a) to make application for

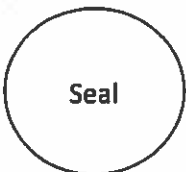
such a grant, (b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$ 260,000
and not more than \$ 400,000, and (c) to execute [] any amendments thereto [X] any amendments thereto which do
not increase the Grantee's obligations.

*The Board of Commissioners authorizes and
hereby agrees to match 50% of the matching requirement for the Total Project Amount, in compliance with the match
requirements of the agreement. The availability of the match for such purposes, whether cash, services, or property, is hereby
certified. 0 of the match will be made up of in-kind services (if allowed by grant program requirements and the
agreement).*

The Grantee agrees to comply with all applicable federal, State, and municipal laws, rules, and regulations in its performance pursuant
to the agreement.

Introduced and passed June 12, 2013.

Ayes: 11
Noes: 0
Absent: 1



CHRISTINA BUTIEB-BIANCO
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 9/22/2016

* The portion of this form between the asterisks should only be completed if matching funds are required under the terms of the
agreement. Where in-kind services are allowed and are stipulated by the Grantee, an attachment must be provided and appended
hereto, breaking out the in-kind services to be provided by the Grantee.

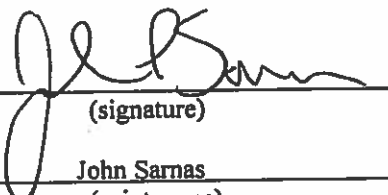
CERTIFICATION*

I, John Sarnas, [] municipal clerk [] county clerk [] utilities authority clerk []
(print name)

(other, specify) President of Hudson Regional Health Commission certify that this resolution was duly
(print Grantee's name)

adopted by The Board of Commissioners of the H.R.H.C. at a meeting duly held on the 12 day of
(print name of Grantee's governing body)

June, 2013; that this resolution has not been amended or repealed: and that it remains in full force and effect
on the date I have subscribed my signature. **


(signature)
John Sarnas
(print name)

President
(print title)
Date: 6/12/13

* Certification must be signed by an official other than the individual authorized to execute the agreement.

** This date must be more than sixty (60) days prior to the Grantee's execution of the agreement. If the original certification expires prior to the Grantee's execution, Grantee must submit a currently certified copy of this Attachment E when it returns the executed agreement to the Department.

Resolution # 13-05-10

THE HUDSON REGIONAL HEALTH COMMISSION

RESOLUTION

WHEREAS, the Annual Budget for the Hudson Regional Health Commission (the Commission) for the fiscal year beginning 01/01/2013 and ending, 12/31/2013, has been presented for introduction and adoption before the governing body of the Commission at its open public meeting of 06/12/2013; and

WHEREAS, the Annual Budget presented for introduction and adoption reflects each item of revenue and appropriation; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 2,864,396, Total Unrestricted Net Assets utilized of \$ 26,958 and Total Appropriations, \$ 2,891,354; and

NOW THEREFORE BE IT RESOLVED by the Board Members of the Hudson Regional Health Commission, at an open public meeting held on as follows:

1. The annual Budget for the fiscal year beginning 01/01/2013 and ending 12/31/2013 is adopted and shall constitute appropriations for the purposes stated.

2. The Executive Director is authorized and directed to take all necessary steps in furtherance of this resolution, including making expenditures and taking receipt of

Attachment V

revenue, transferring and investing funds, and reporting in accordance with prevailing Commission policy and procedures.

Introduced and passed June 12, 2013

Ayes: 12

Nays: /

Abstention: /

Absent: /

I certify that this is a true copy of a resolution duly adopted
at a meeting of: 6/12/13

X J. P. Sanna
Signature of Above Authorized Person(s)

Hudson Regional Health Commission
BUDGET – JUSTIFICATION 2013

The 2013 budget of \$2,891,354 reflects an overall increase of \$15,397 (0.6399%) compared to 2012 actual. This is due to the fact that even though salary decreased, other costs within the personnel category as well as other categories within the budget were increased. The CDC grant, which is expected to be approved by July, will increase savings by \$42,000, an overall decrease \$26,603 (1.105%) compared to 2012 actual.

Increases/Decreases are summarized below.

Salary: Decrease: Reflects retirement of one Environmental Specialist, the position remains vacant. While 2012 reflects savings under this category from sharing costs with CDC Grant, the 2013 Budget does not reflect funding from the CDC grant sharing cost, which, if approved will increase savings under this category by \$42,000. The CDC Grant agreement hasn't been approved yet.

Payroll Taxes: Are directly related to the amount reflected under the employee's compensation.

Post-Retirement Benefit: Decrease: It was determined in a meeting on November 2012 that there will be no further funding for this liability.

P.E.R.S: Increase: Public Employee Retirement System is projected at 100% of contribution. Increase in this category reflects an average 9% increase based on previous year experience minus the CDC portion of the bill.

Health Benefit: Increase: Increase in this category reflects an average 12% increase based on previous year experience minus the CDC portion of the bill plus the enrolment on January 2013 of one employee that stopped receiving benefits from his partner's employer. It also reflects employee's contribution based on new law.

Dental: Increase: Increase in this category reflects an average 8% increase based on previous year experience minus CDC portion of the bill. There was no new enrollment on the Dental Plan.

Retiree Health Benefit: Increase: Increase in this category reflects an average 13% base on previous year increase experience plus the bill for the recently retired employee.

All Other Budget Categories: All other budget categories were calculated based on previous year's average. Although we were able to save under the salary category the other category is projected to increase based on previous year experience, and the fact that in 2012 there were no purchase of equipment or major equipment maintenance. It is estimated that in 2013 some old equipment maintenance will increase and possible replacement of such equipment are also projected.

Attachment V

Appropriations:

Personnel	\$2,198,310
Grant Programs	\$ 470,094
Office	\$ 32,700
Travel	\$ 33,000
Contractual	\$ 75,500
Equipment	\$ 37,000
Other	\$ 44,750
 Total Appropriations	 \$2,891,354

Revenue:

Sufficient revenue must be raised from various sources to support the annual spending plan. Revenues used to support the 2013 Budget are summarized below:

Revenue Sources:

Local Revenues (Municipal & County)	\$1,479,781
Miscellaneous Revenue	\$ 19,097
Reserve from prior years	\$ 26,958
HRHC EQEF	\$ 179,000
R&C	\$ 318,587
HCIA Deferred Revenue	<u>\$ 7,869</u>
(Legal/Computer Expenses appropriated in 2008)	
 Total	 <u>\$2,031,292</u>
 State Revenues	 \$ 848,058
 Federal Revenues	 <u>\$ 12,004</u>
 Total Revenues	 <u>\$2,891,354</u>

Marisol Leguizamon

Chief Financial Officer

Attachment V

	2012		2013	
	Original Budget As Amnd	Actual Expenditures	2013 Proposed Budget	2013 Budget to 2012 Actual & Change
GENERAL APPROPRIATIONS				
EQUIPMENT				
GENERAL SUPPLIES	10,302.00	6,643.00	10,000.00	3,357.00
EQUIPMENT	20,000.00	3,375.00	20,000.00	16,625.00
EQUIPMENT MTCE	9,000.00	3,843.00	7,000.00	3,157.00
VEHICLE	0.00	0.00	0.00	0.00
TOTAL	39,302.00	13,861.00	37,000.00	23,139.00
OTHER				
TRAINING	4,000.00	3,925.00	6,000.00	2,075.00
COMMUN.	22,000.00	12,083.00	15,000.00	2,917.00
MED. SURV.	6,500.00	553.00	5,000.00	4,447.00
LABORATORY	7,000.00	3,446.00	5,000.00	1,554.00
COMM. MEET.	1,500.00	680.00	1,500.00	820.00
BANK FEES	750.00	310.00	750.00	440.00
MISCELLANEOUS	2,000.00	187.00	2,000.00	1,813.00
MEMBERSHIP/LICENSE	2,000.00	1,993.00	2,000.00	7.00
RESERVE FOR EMERGENCY OPERATION	0.00	0.00	5,000.00	5,000.00
RECORD DESTRUCTION	0.00	0.00	2,500.00	2,500.00
TOTAL	45,750.00	23,177.00	44,750.00	21,573.00
TOTAL	3,101,696.00	2,823,584.00	2,891,354.00	15,397.00

Attachment V

APPROPRIATIONS

GENERAL APPROPRIATIONS	2012		2013	
	Original Budget As Amnd	Actual Expenditures	2013 Proposed Budget	2013 Budget to 2012 Actual \$ Change
PERONNEL				
SALARIES	1,480,548.00	1,413,435.00	1,400,000.00	-13,435.00
PAYROLL TAXES	135,975.00	115,168.00	124,440.00	9,272.00
HEALTH BEN.	240,000.00	234,352.00	267,000.00	32,648.00
DENTAL	21,000.00	15,906.00	17,450.00	1,544.00
P. E. R. S.	218,000.00	187,690.00	200,000.00	12,310.00
WORKER'S COMPENSATION	31,864.00	27,760.00	24,920.00	-2,840.00
OVERTIME	15,000.00	16,118.00	20,000.00	3,882.00
ON CALL	17,000.00	13,830.00	17,000.00	3,170.00
TEMPORARY	14,213.00	14,165.00	19,500.00	5,335.00
RETIREE BEN.	104,000.00	92,615.00	108,000.00	15,385.00
POST-RETIREMENT MEDICAL BENEFITS	134,000.00	128,132.00	0.00	-128,132.00
TOTAL	2,411,600.00	2,259,171.00	2,198,310.00	-60,861.00
GRANT PROGRAMS ("INCLUSIVE OF PAYROLL")				
CDC X 2011/2012	183,274.00	183,274.00		
CRI-CDC 2011/2012	71,189.00	71,190.00		
HCIA EQEF RESERVE	8,890.00	1,002.00	7,869.00	
CDC 2012/2013	129,625.00	103,919.00	188,639.00	
CRI-CDC 2012/2013	50,908.00	50,972.00	63,920.00	
HPP 2012/2013	2,402.00	1,021.00	4,400.00	
CDC 2013/2014			137,383.00	
CRI-CDC 2013/2014			53,626.00	
HPP 2013/2014			2,273.00	
MRC 2013			4,000.00	
MRC IRONMAN	650.00	146.00	504.00	
RUTGERS' WARFIGHTER PROT.	7,500.00	7,500.00	7,500.00	
RUTGERS' APPLIC. TECH	(1,302.00)	(1,303.00)	0.00	
TOTAL	453,134.00	417,721.00	470,094.00	0.00
OFFICE				
OFF. SUPPLIES	15,000.00	7,545.00	10,000.00	2,455.00
POSTAGE	6,000.00	3,830.00	5,000.00	1,170.00
COPIER LEASE	4,000.00	3,226.00	4,000.00	774.00
PUB./SUB.	4,800.00	1,144.00	2,500.00	1,356.00
LEGAL ADVERTISEMENT	2,000.00	478.00	1,000.00	522.00
COOLER RENTAL	560.00	154.00	200.00	46.00
OFF./COMP. EQUIPMENT	4,000.00	2,034.00	10,000.00	7,966.00
TOTAL	36,360.00	18,411.00	32,700.00	14,289.00
TRAVEL				
CONV. & MEETINGS	5,000.00	2,907.00	4,000.00	1,093.00
AUTO MAINTENANCE	12,000.00	5,218.00	8,000.00	2,782.00
GASOLINE	18,000.00	17,010.00	20,000.00	2,990.00
MILEAGE REIMBURSEMENT	1,500.00	59.00	1,000.00	941.00
TOTAL	36,500.00	25,194.00	33,000.00	7,806.00
CONTRACTUAL				
INSURANCE-JIF	28,000.00	20,270.00	26,000.00	5,730.00
AUDITOR	20,050.00	18,476.00	19,500.00	1,024.00
LEGAL	26,000.00	22,929.00	25,000.00	2,071.00
PAYROLL SERVICE	3,500.00	2,874.00	3,500.00	626.00
WEATHER & EMERG OPERATIONS				
AGREEMENT-HARR.	1,500.00	1,500.00	1,500.00	0.00
TOTAL	79,050.00	66,049.00	75,500.00	9,451.00

Attachment V

ANTICIPATED REVENUE

GENERAL REVENUES	2012		2013	
	Original Budget As Amnd	Actual Revenue	Proposed Budget	2013 Budget to 2012 Actual Change
MUNICIPAL	247,360.00	247,360.00	219,860.00	-27,500.00
USEPA	96,292.00	96,292.00	96,292.00	0.00
RTK	17,575.00	17,575.00	17,575.00	0.00
CEHA/NJDEP	193,011.00	193,011.00	196,470.00	3,459.00
CEHA/NJDEP/UST **	29,555.00	29,555.00	52,500.00	22,945.00
CEHA/NJDEP IDLING (OVERTIME)		0.00	10,000.00	10,000.00
HCIA	129,387.00	129,387.00	133,269.00	3,882.00
COUNTY	854,593.00	854,593.00	1,110,971.00	256,378.00
EBL: Bayonne	1,800.00	1,800.00	1,800.00	0.00
Harrison	600.00	600.00	600.00	0.00
Hoboken	600.00	600.00	600.00	0.00
Kearny	1,200.00	1,200.00	1,200.00	0.00
North Bergen	600.00	600.00	600.00	0.00
Union City	7,200.00	7,200.00	7,200.00	0.00
West New York	3,000.00	3,000.00	3,000.00	0.00
RESERVE	630,487.00	630,487.00	26,958.00	-603,529.00
HRHC EQEF	100,000.00	100,000.00	179,000.00	79,000.00
DEFERRED REVENUE R&C	318,000.00	318,000.00	318,587.00	587.00
MISC. REVENUE	0.00	0.00	19,097.00	19,097.00
HCIA LEGAL & SOFTWARE	8,890.00	1,002.00	7,869.00	0.00
CDC X 2011/2012	183,274.00	183,274.00	0.00	0.00
CDC 2011/2012	71,189.00	71,190.00	0.00	0.00
CDC 2012/2013	129,625.00	103,919.00	188,639.00	0.00
CRI-CDC 2012/2013	50,906.00	50,972.00	63,920.00	0.00
HPP 2012/2013	2,402.00	1,021.00	4,400.00	0.00
CDC 2013/2014	0.00	0.00	137,363.00	0.00
CRI-CDC 2013/2014	0.00	0.00	53,626.00	0.00
HPP 2013/2014	0.00	0.00	2,273.00	0.00
MRC 2013	0.00	0.00	4,000.00	0.00
MRC IRONMAN	650.00	146.00	504.00	0.00
JC LEAD	3,500.00	3,500.00	681.00	-2,819.00
RUTGERS' WARFIGHTER PROT. (TEMPORARY)	7,500.00	7,500.00	7,500.00	0.00
STATE LEAD GRANT	12,500.00	12,500.00	25,000.00	12,500.00
TOTAL	3,101,696.00	3,066,284.00	2,891,354.00	-226,000.00

RESOLUTION 2013
HUDSON REGIONAL HEALTH COMMISSION

Resolution to Execute Agreement with County of Hudson

WHEREAS, the Hudson Regional Health Commission (hereinafter "HRHC") has an existing Interim Interlocal Agreement with the County of Hudson (hereinafter the "County") which ends July 1, 2013 to provide services relative to the New Jersey County Environmental Health Act; and

WHEREAS, the County and HRHC have negotiated a new Agreement which will set forth the responsibilities of HRHC and the continued financial contribution of the County to HRHC; and

WHEREAS, the new agreement, on file with HRHC and incorporated by reference herein, is effective January 1, 2013 through December 31, 2019; and

NOW THEREFORE BE IT RESOLVED BY THE MEMBERS OF THE HUDSON REGIONAL HEALTH COMMISSION that the proposed Agreement between HRHC and the County is hereby authorized and approved; and

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized and directed to sign any and all reasonable documents, in a form approved by the HRHC Council, necessary to effectuate the terms of this Resolution.

Date: 6/12/13

X *J. L. P. Sarum*
8/21/13

RENEWAL OF A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF HUDSON AND THE HUDSON REGIONAL HEALTH COMMISSION

This Agreement is entered into this _____ date of _____, 2013 by and between the County of Hudson, a body politic and corporate of the State of New Jersey and the Hudson Regional Health Commission, 595 County Avenue, Building 1, Secaucus, New Jersey 07094 (hereinafter referred to as "COMMISSION").

WHEREAS, the Hudson Regional Commission provides to the County, a wide array of statutorily required services relative to public health, education, prevention, emergency preparedness and programs under the County Environmental Health Act at N.J.S.A. 26:3a2-21, et seq. (hereinafter referred to as the "PROJECT").

WHEREAS, the Hudson Regional Health Commission has an existing Shared Services Agreement with the County of Hudson and the parties proposed hereby to renew the Shared Services Agreement in accordance with the attached Proposal for the performance of such services (hereinafter referred to as "PROPOSAL").

NOW, THEREFORE, it is agreed as follows:

1. **Services To Be Performed By Commission**

Commission shall provide New Jersey Environmental Health Act services for the period of January 1, 2013 through December 31, 2019 as more fully described above as stated in its PROPOSAL, attached hereto are made a part hereof.

2. Compensation

The total fee paid by the **COUNTY** for said services shall not exceed the sum of **TEN MILLION FOUR HUNDRED TWENTY TWO THOUSAND SIX HUNDRED FIFTY EIGHT (\$10,422,658.00) DOLLARS** for the seven (7) year period.

The annual breakdown is as follows:

2013	\$1,110,971
2014	\$1,333,165
2015	\$1,533,140
2016	\$1,563,803
2017	\$1,595,079
2018	\$1,626,980
2019	\$1,659,520

Billing and payment shall be in accordance with standard procedures of the **COUNTY**. The **COUNTY** shall not be liable for any delays in payment. If, at any time, the **COMMISSION** is asked by the **COUNTY** or any of its representatives to perform work which the **COMMISSION** feels would entitle it to compensation in excess of the above-mentioned maximum compensation or work not stated its **PROPOSAL**, **COMMISSION** shall immediately notify the Hudson County Administrator and Hudson County Counsel in writing. The **COMMISSION** will not perform such additional services until it has received a written change order to the Contract signed by the County Executive, authorizing the work to be performed and designating the price for its completion. The **COUNTY** will not compensate the **COMMISSION** for the cost of any additional work unless such a change order has been executed.

3. **Definition of the Proposal**

The **PROPOSAL** is defined as the description of the environmental services to be provided to the County and attached hereto. In the event of a conflict between the terms of the **PROPOSAL** and this **Shared Services Agreement**, the terms of this **Shared Services Agreement** shall control.

4. **Compliance with Applicable Codes and Regulations**

a. **COMMISSION's** work shall comply with all applicable government statutes, codes and regulations.

b. **COMMISSION** shall obtain copies of all pertinent government statutes, codes and regulations.

c. **COMMISSION** shall obtain all governmental approvals and permits required for the Project. All fees and charges for such approvals and permits shall be paid by **COMMISSION**. **COMMISSION** shall be reimbursed by the County provided **COMMISSION** submits proof of said payment to the County.

5. **Time for Performance of Services**

This **Shared Services Agreement** shall commence on January 1, 2013 and continue through December 31, 2019. The **COUNTY**, however, may unilaterally terminate this **Shared Services Agreement** at any time by giving written notice to **COMMISSION**.

6. **Ownership of Material**

All data, material and documentation originated and prepared for the COUNTY pursuant to this Shared Services Agreement shall belong exclusively to the County. COMMISSION shall be allowed to maintain copies of same for its files.

7. **Insurance; Indemnification**

COMMISSION shall maintain general comprehensive liability insurance of at least \$1,000,000.00 per occurrence and shall provide the COUNTY with a Certificate of Insurance as evidence of said policies upon execution of this Shared Services Agreement.

COMMISSION hereby indemnifies and holds the COUNTY harmless from all liability, claims, actions and costs caused by the acts or omissions or negligence of MAILER, its agents, servants, employees and/or subcontractors, including cost of defense and/or attorney's fees engendered thereby.

8. **Attorney Fees**

In the event that either party institutes an action for enforcement of any term of this contract, then, in addition to any other relief, the prevailing party shall be entitled to an award of reasonable attorneys fees and costs incurred in prosecution of any action against the non-prevailing party.

9. **Affirmative Action**

The COMMISSION acknowledges the Mandatory Equal Employment Opportunity Language N.J.S.A. 10:5-31, et seq, and N.J.A.C. 17:27, which is contained in Schedule A, attached hereto. The COMMISSION agrees to comply fully with the terms, provisions and obligations of N.J.S.A. 10:5-31, et seq, and N.J.A.C. 17:27. If said mandatory language is amended or supplemented from time to time, the revised language shall apply.

COMMISSION shall submit evidence of required affirmative action on one of the following forms:

- a) Letter of Federal Affirmative Action Plan Approval
- b) Certificate of Employee Information Report
- c) Employee Information Report Form AA-302

10. **ADA Compliance**

The parties to this Shared Services Agreement agree to be bound by the provisions of Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et seq.) which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated thereto.

11. **Non-Discrimination**

The parties to this Shared Services Agreement do hereby agree that the provisions of N.J.S.A. 10:2-1 through 10:2-4, dealing with discrimination in employment on public contracts, and the rules and regulations promulgated pursuant thereto, are hereby made a part of this Shared Services Agreement and are binding upon them.

12. **Effective Date**

This Shared Services Agreement shall not be effective and binding upon the COUNTY unless and until it is executed by the HUDSON COUNTY EXECUTIVE or HUDSON COUNTY ADMINISTRATOR.

13. **Governing Law**

This Shared Services Agreement shall be construed, governed by and interpreted in accordance with the laws of the State of New Jersey. Any legal action for enforcement or any other issue relating to this contract shall be instituted in the Superior Court of the State of New Jersey located in Hudson County.

14. **Continuity of Services**

It is imperative that the contractor(s) guarantee the continuity of services in the event that there is a termination of this proposed agreement for any reason.

In the event the goods or services provided under this contract are scheduled to end either by contract expiration, by the termination of the contract, or for any other reason, it shall be incumbent upon the contractor(s) to continue the services or accept

---reauthorization services if requested by the County, until new services can be completely operational or new goods can be provided. At no time shall this transitional period extend more than one hundred eighty (180) days beyond the expiration date of the existing contract. The **COMMISSION** will be reimbursed for these services at the rate in effect when this transitional period clause is invoked by the County.

15. **Incorporation**

The **PROPOSAL** of the **COMMISSION** is attached hereto and made a part hereof. To the extent, if any, that there is a conflict between the provisions in the **PROPOSAL** and those in this Shared Services Agreement, the construction of those provisions which grants the **COUNTY** the broadest rights and provides it with the most protection shall control and govern the relationship between the parties. Without limiting the generality of the foregoing, the provisions in the **PROPOSAL** shall be construed, where appropriate, as supplementary of and complementary to all other provisions in this Contract. The rights and remedies granted to the **COUNTY** in this Contract and the **PROPOSAL** hereto shall be cumulative and recourse to one shall not bar the **COUNTY** from relying on any other right or remedy hereunder.

IN WITNESS WHEREOF, the parties have signed and sealed this Contract on the
date set forth above.

COUNTY OF HUDSON

BY: _____
LAURIE COTTER
DEPUTY COUNTY ADMINISTRATOR

ATTEST:

ALBERTO G. SANTOS, CLERK
BOARD OF CHOSEN FREEHOLDERS

HUDSON REGIONAL HEALTH COMMISSION

BY: _____
CARRIE NAWROCKI,
EXECUTIVE DIRECTOR



WITNESS:

Hudson Regional Health Commission & Hudson County Agreement

March 2013

History:

- Commission was formed by 12 municipalities in 1971 as Hudson Municipal Air Pollution Commission, became Hudson Regional Health Commission in 1975 (authorized by NJSA 26:3-83).
- NJ Legislature adopted 'County Environmental Health Act' (NJSA 26:3A2-21 et. seq.) in 1978, it was requested by the County and NJDEP that HRHC act on behalf of the County for purposes of developing workplan and seek certifications as required by statute.
 - County saved cost of establishing and staffing a health department
 - County benefitted from continuing municipal financial support
- Role of the Commission was greatly expanded in 2003 including comprehensive mosquito control program and countywide preparedness effort in response to the historic events of 9/11.

Current Commission Programs:

1. Mosquito Control Program
2. Public Health Emergency Preparedness Program
3. Childhood Lead Poisoning Prevention Program
4. CEHA – County Environmental Health Act Programs
 - Air Pollution, Noise Pollution, Hazardous Substances Control, Water Pollution, Right to Know, Solid Waste Control, Underground Storage Tanks, Pesticides

Contract with Hudson County:

Need for increased financial support from County:

- Current Contract - \$854,000 *no annual increase in current contract, Commission's contract would exceed \$1M if the original contract had only a 2-3% annual increase

ORIGINAL COUNTY CONTRACT				
CONTRACT YEAR	ESTIMATED NEW CONTRACT \$	% INCREASE	Current Contract AMOUNT PAID	DIFFERENCE
			\$854,593	
2006	\$854,593		\$854,593	(\$25,638)
2007	\$880,231	3.00	\$854,593	(\$52,045)
2008	\$906,638	3.00	\$854,593	(\$79,244)
2009	\$933,837	3.00	\$854,593	(\$107,250)
2010	\$961,852	3.00	\$854,593	(\$126,496)
2011	\$981,089	2.00	\$854,593	(\$146,118)
2012	\$1,000,711	2.00	\$854,593	(\$536,799)
TOTAL				
2013	\$1,020,726	2.00		

Reason for Increase:

- Historically – County was not required to fund large percentage of mandated programs (as is the case in other counties) – because HRHC used alternate funding mechanisms
 - Registration system (which transferred some of the financial burden from the general taxpayer to sources of air pollution – Collecting these fees allowed the Commission to set up a Registration Reserve Fund)
 - Now underfunded because fees capped by legislature in 1995
 - Registration Reserve Funds – management and application of reserve funds established pre-1995 enabled the Commission to address recurring annual budget gaps and manage cash flow, a process that could be sustained only as long as reserves were maintained above a critical level.
 - Reserve Fund anticipated to be depleted by 2013

Without this Increase:

- No choice but to make cuts in personnel
- Will affect level of service required to assist County in meeting program mandates
- Without HRHC – County would be required to implement CEHA, Mosquito and LINCIS Program

Other annual sources of revenue towards CEHA Program (would not be available if County were to run CEHA program):

- Municipal Assessments \$234,000
- Registration System \$350,000

Recent cost saving measures:

1. Cut Staff by 14% (from 28 to 24 FTE)
 - Director and Deputy Director Positions filled from within without backfill
 - Eliminated 2 part time positions (HazMat and LINCIS)
 - Vacant position unfilled (Public Health Nurse)
2. Capped Overtime (for HazMat response)
3. Reduced Longevity Stipend
4. No COLA for 3 years
5. Using current staff for multiple programs (environmental staff for seasonal mosquito program)
6. Phasing out Program Coordinator Title (management level)
7. Previously - eliminated post-retirement medical benefits for employees hired after 2005

Mosquito Control Program:

- Since the county is a peninsula and the Hackensack River bisects the county (surrounded by a 10,000 acre wetland tidal marsh), the highest population density in the State is positioned in a county in which 25% of the total physical area is either permanently or periodically under water.
- Tidal wetlands provide ideal conditions for certain mosquitoes and this close proximity of so many people to such expansive acreage of water capable of mosquito production validates the need for a comprehensive approach to mosquito control.

Goals:

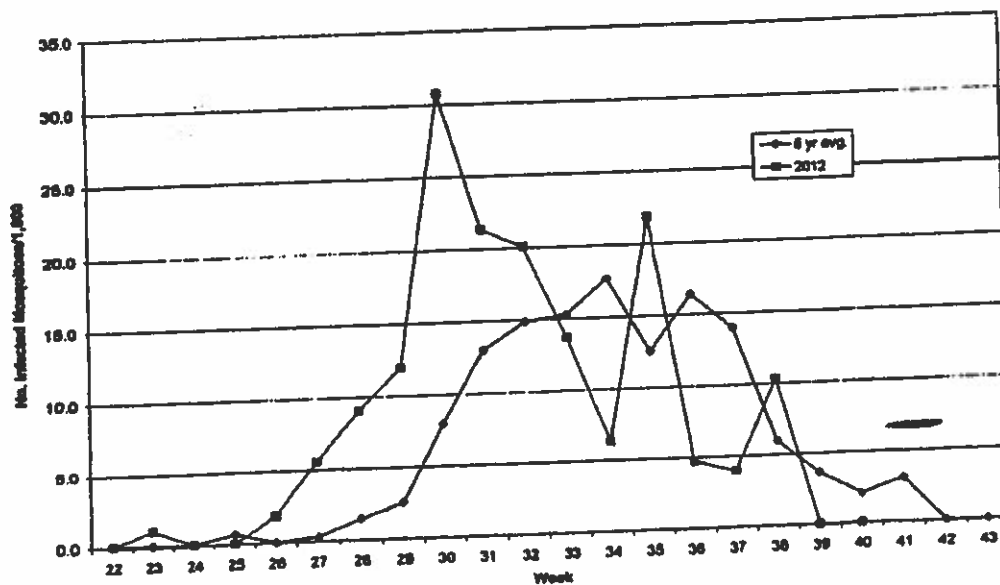
- Protect the citizens and visitors of Hudson County from mosquito-borne diseases such as West Nile Virus.
- Minimize the negative impact of nuisance mosquitoes on outdoor recreational activities.

Activities:

Surveillance & Control

- Mosquito Larvae (over 250 sites in Hudson County)
- Adult Mosquitoes
- Disease (West Nile Virus and Saint Louis Encephalitis)
- Service Requests

Hudson County Weekly WNV Infection Rates 2012



Public Health Emergency Preparedness Program:

The Commission coordinates public health emergency preparedness county-wide for all hazards with:

- Emergency Management (Local and County OEM)
- Hudson County (Lead Agency in PH Annex)
- All municipal health departments
- UASI (Urban Area Securities Initiative) Partners
- State Partners (NJDHSS)
- Federal Partners (FBI, Centers for Disease Control and Prevention)
 - BioWatch Advisory Committee – national early warning network of sensors to detect biological attack

Program Areas (annual statistics):

Epidemiology

- Investigate outbreaks, consult on reportable diseases (58 investigations)
- Conduct surveillance of hospitals, schools and nursing homes for flu and other possible bioterrorism events (468 Alerts)

Planning

- Coordinate mass prophylaxis planning (medication/vaccine distribution to the public during an emergency within 48 hours)
- Regional Distribution Site (RDS) maintain primary and secondary sites for receiving medication for the entire county in an emergency
- 30 Point of Dispensing Sites (PODS), First Responder Plan, Fixed Facility Plan
- ESF Planning with County, Primary Agency in Public Health Annex for County
- Consistently score high on State Audit (99% in 2012)

Communications

- LINCS Network of Public Health Community (approx 4500 participants)
- Routine messages, tests and maintain ability to reach in emergency (173 messages)

Health Education

- Conduct Trainings (10) and Drills (6)
- Develop and distribute literature on preparedness (13,000)

Medical Reserve Corp

- Train and exercise approximately 200 volunteers to assist in an emergency

Childhood Lead Poisoning Prevention Program

- The Commission performs New Jersey Department of Health-mandated environmental intervention in cases of confirmed lead poisoning in children. This consists of a hazard assessment, x-ray fluorescence testing, lead dust wipe analysis, report generation, and data management for NJDOH.
- Although lead was banned from household paints since 1978, Hudson County has the highest percentage in the state of homes built prior to 1950
 - Hudson County-52%, State of New Jersey-30%
- This aged housing stock means there is an increased susceptibility of children to lead poisoning
- The Commission has four staff members certified as EBL Lead Inspectors/Risk Assessors by NJDOH

County Environmental Health Act Program (CEHA):

The Commission conducts environmental control programs in:

- Air Pollution Control
- Solid Waste Control
- Regulated Underground Storage Tanks
- Pesticides Control
- Noise Control
- Hazardous Materials Emergency Response Operations

Air Pollution Control

The Commission enforces provisions of the NJ Air Pollution Control Act and the HRHC Air Pollution Control Code with six (6) staff members certified by NJDEP to conduct air pollution control investigations.

Activities:

- Stationary Minor Source Inspections - PM2.5, and NO2
- Dry Cleaner Inspections - VOC
- Gasoline Storage Tank Inspections-VOC
- Complaint Investigations- PM2.5, and NO2

Solid Waste Control

Enforce provisions of the NJ Solid Waste Management Act, with one staff member trained by NJDEP to conduct solid waste inspections.

Activities:

- Solid Waste Management and Recycling Facility Inspections
- Complaint Investigations at Solid Waste Facilities
- Oversight of Solid Waste Haulers

Underground Storage Tank

Enforce provisions of the NJ Underground Storage of Hazardous Substances Act with five (5) staff members certified by the NJDEP to conduct UST Inspections

Activities:

- Regulated Underground Storage Tank Inspections which include:
 - System evaluation
 - Field screening to identify soil or groundwater contamination.
- Compliance Assistance to County for county-owned USTs

Pesticide Control

Enforce provisions of the NJ Pesticide Control Code with six (6) staff members trained to conduct pesticide inspections.

Activities:

- Pesticide Control Inspections (47)
 - Schools
 - Restaurants
 - Multi-Family Residences
 - Retail Establishments
 - Landscapers
- Pesticide Complaint Investigations

Noise Pollution

Enforce provisions of the NJ Noise Control Act and the HRHC Noise Control Code with eight (8) staff members certified as Noise Control Officers by NJDEP.

Activities:

- Noise Complaint Investigations
- Work cooperatively with facility operators, building owners, and local government officials to address noise issues proactively
- Issue enforcement actions when warranted

Hazardous Substance Control/Emergency Response

As the CEHA-certified lead Hazardous Materials (HazMat) Team for Hudson County, the Commission provides emergency response and investigation for HazMat and Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) incidents.

The Commission also provides technical expertise to HRHC HazMat subcontractors (Jersey City, Bayonne and Hoboken HazMat Teams). There are six (6) staff members certified as HazMat Technicians by NJ State Police.

Activities:

- 24/7 response to HazMat emergencies
- Primary CEHA response agency for the County- technical support, monitoring, and risk assessment functions
- Coordinate with Federal, State, County and local agencies
 - FEMA Regional Catastrophic Planning Team – IND and RDD working groups
 - FEMA Urban Areas Security Initiative
 - US DHS Secure the Cities Initiative
 - NJ Office of Homeland Security and Preparedness,
 - NJ DEP Bureau of Emergency Response
 - County OEM
 - Local agencies.
- Enhance statewide network for mutual aid – large or multiple simultaneous events

Attachment VI

(REVISED 4/10)

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127) N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont)

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.



State of New Jersey

**DEPARTMENT OF HEALTH AND SENIOR SERVICES
DIVISION OF FAMILY HEALTH SERVICES**

PO BOX 364
TRENTON, N.J. 08625-0364

www.nj.gov/health

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

MARY E. O'DOWD, M.P.H.
Commissioner

May 16, 2013

Carrie Nawrocki, MPH
Executive Director
Hudson Regional Health Commission
Meadowview Campus
595 County Avenue - Bldg 1
Secaucus, New Jersey 07094

Re: Grant No. DFHS13CHD018

Dear Ms. Nawrocki:

We are pleased to offer your agency a renewal of the above grant which will support childhood lead poisoning environmental investigation services in Hudson County (except Jersey City). This renewal, Grant No. DFHS14CHD012, is for a single year (July 1, 2013 - June 30, 2014).

Your total funding amount will be \$25,000. This amount is contingent upon what is approved for State and/or Federal appropriations. Funding is provided to provide environmental investigations and to ensure all required data are entered into LeadTrax for any child with a confirmed blood lead level ≥ 15 ug/dL or two consecutive tests between 10 and 14 ug/dL (see Attachment C).

The grant application is to be submitted to the Child and Adolescent Health Program via the NJ DOH SAGE system by **Friday, May 31, 2013**. Please contact me at (609) 292-5666 if you have questions or need assistance to complete the grant application.

Sincerely,

CD Owensby

Crystal D. Owensby, M.S., MCHES, HHS
Acting Coordinator, Child Health

Enclosure



State of New Jersey

DEPARTMENT OF HEALTH AND SENIOR SERVICES

PO BOX 361
TRENTON, N.J. 08625-0361

www.nj.gov/health

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

MARY E. O'DOWD, M.P.H.
Commissioner

April 26, 2013

Hudson Regional Health Commission
Carrie Nawrocki, Health Officer
95 County Ave, Bldg 1
Secaucus, NJ 07094

Dear Ms. Nawrocki:

The New Jersey Department of Health (NJDOH) will provide continued funding through the 2013 State Health Services Grant for up to \$386,522 to be allocated to your agency. This grant award is intended to sustain your agency's current capabilities and to enhance additional ones by upgrading and evaluating your public health jurisdiction's preparedness for and response to terrorism, pandemic influenza, and other public health emergencies. This grant will be effective July 1, 2013 through June 30, 2014.

Please consider this letter as a commitment to fund this award in accordance with legal provisions of said grant. The Notice of Grant Award documents will be processed as soon as review of your application in response to the Request for Application (RFA) is completed in the System for Administering Grants Electronically (SAGE). It is important to note that NJDOH will not be able to provide cash payments for any costs incurred in carrying out the terms of the grant until a fully executed Notice of Grant Award has been processed. Funding under this grant is expressly dependent upon the availability of funds to NJDOH appropriated by the U.S. Centers for Disease Control and Prevention (CDC). NJDOH shall not be liable for any breach due to the absence of available funding appropriations.

If you have questions regarding this matter, please contact me at 609-292-0290.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carl Michaels".

Carl Michaels
LINCS Program Management Officer

c: Rina Warehall

#13-05-12

RESOLUTION 2013
HUDSON REGIONAL HEALTH COMMISSION

Resolution in Objection to Removal of the Epidemiologists from the LINC'S Program

WHEREAS, the Hudson Regional Health Commission (the "Commission") has discussed the removal of the epidemiologists from the Local Information Network Communication System ("LINC'S") Program; and

WHEREAS, the Commission strongly objects to this action by the New Jersey Department of Health (the "Department") and requests the Department reconsider its decision; and

WHEREAS, an epidemiologist who is both local and familiar with an area, its population and its resources is inherently more beneficial to an area's population and public health than an epidemiologist not familiar with the population and its conditions; and

WHEREAS, the Commission believes this is particularly true in urban areas such as Hudson County which is home for many diverse population groups who may be exposed to many different diseases; and

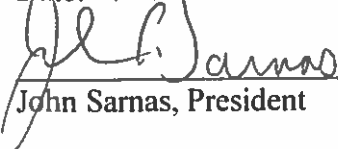
WHEREAS, the Commission further believes removing the epidemiologists from the County level will negatively and dramatically affect the prevention, detection and control of communicable disease; and

WHEREAS, due to the to the 2014 Superbowl, the Grand Prix racing event to be held in Hudson County and its proximity to New York City, the County expects a large influx of visitors and as a result it has a greater potential for exposure to the emerging communicable diseases such as novel influenza virus (H7N9), coronavirus (MERS-CoV) and the threat of bioterrorism the need for a County epidemiologist is greatly enhanced; and

NOW THEREFORE BE IT RESOLVED BY THE MEMBERS OF THE HUDSON REGIONAL HEALTH COMMISSION that this resolution be forwarded to Mary E. O'Dowd, MPH, Commissioner, New Jersey Department of Health; and

BE IT FURTHER RESOLVED, that copies be forwarded to the Mayors of Hudson County and its State elected representatives.

Date: 7/16/13


John Sarnas, President


Carrie Nawrocki, Executive Director



DeSena & Company
Certified Public Accountants, LLC

100 Eagle Rock Avenue, Suite 110
East Hanover, NJ 07936
(973) 602-3300
Fax (973) 602-3317

April 17, 2013

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 period ended December 31, 2012. We will audit the general-purpose financial statements of Hudson Regional Health Commission as of and for the period ended December 31, 2012.

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.

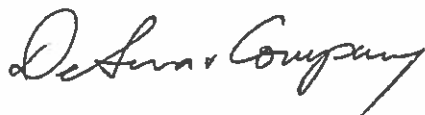
We understand that your employees will prepare all cash or other confirmations we request and will locate any invoices selected by us for testing.

We expect to begin our audit on approximately June 25, 2013 and to issue our reports no later than September 30, 2013.

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: _____

HUDSON REGIONAL HEALTH COMMISSION

CERTIFICATION OF COMPLIANCE WITH CAMPAIGN
CONTRIBUTION LAW

I understand that pursuant to N.J.S.A. 19:44-20.4 et seq., a business entity that has entered into a contract having an anticipated value in excess of \$17,500 with the Commission cannot make a reportable political contribution to any municipal committee of a political party served by the Commission, County Committee of a political party in a County served by the Commission, if a member that political party is currently serving in an elective public office in a municipality served by the Commission or any elected official or candidate committee of any municipality served by the Commission when the contract is awarded. I further understand that the language above only applies when the contract is not part of a "fair and open" public bidding process.

Pursuant to N.J.S.A. 19:44A-20.8(a), I JOHN C. DESENA, do hereby certify that the business entity, DESENA & Co, CPA's, LLC, of which my title/position in the business entity is LLC MEMBER/PARTNER, and/or anyone having any interest (meaning ownership and control of more than 10% of the profits or assets of the business entity, or 10% of the stock) in the business entity, has/have not made a contribution that would bar the award of this contract pursuant to N.J.S.A. 19:44A-20.2 et. seq.

I further understand that pursuant to N.J.S.A. 19:44A-20.8(b), the above referenced business entity has a continuing obligation to report to the Election Law Enforcement Commission any contributions that constitute a violation of the Act that are made during the duration of this contract.

I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

DATED: 6/5/13SIGNED: 

MARIA DESANTIS
Notary Public
State of New Jersey
My Commission Expires Mar 29, 2016

 / notary

HUDSON REGIONAL HEALTH COMMISSION

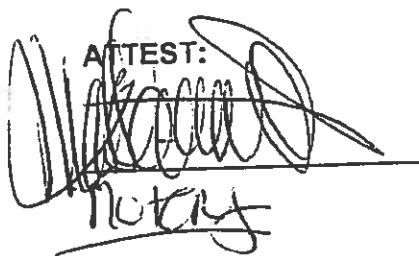
CHAPTER 271 POLITICAL
CONTRIBUTION DISCLOSURE FORM

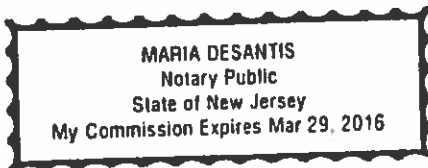
The law requires your business to disclose all reportable political contributions made during the twelve-month period preceding award of this contract. The business shall list the name of the recipient of each contribution to all of the following:


1. any State, county, or municipal committee of a political party, any legislative leadership committee, and any candidate committee of a candidate for, holder of, an elective office:
 - of the Commission; and,
 - of that County (Hudson) in which the Commission is located or serves; and
 - of another unit within that County; and,
 - of a legislative district in which that Commission is located or serves; and
2. any continuing political committee (PAC).

☒ I certify that I/Business entity has not given any reportable political contribution required to be disclosed pursuant to Chapter 271 of P.L. 2005.

☐ Attached is a list of all reportable contributions required to be disclosed pursuant to Chapter 271 of P.L. 2005.

ATTEST:

Notary



Signature 
Title LLC MEMBER / PARTNER
Company DESENA & Co, CPAs, LLC
Address 100 EAGLE ROCK AVE, Ste 110
Address E. Hanover, NJ 07936

Hudson Regional Health Commission
Finance/Personnel Committee Meeting
June 6, 2013

MINUTES

Attendance: F. Sasso, Chair, J. Sarnas, J. Castro, C. Nawrocki, Director

Expenditure Reports: March 1-May 31, 2013

The Committee reviewed and approved the expenditure reports.

2013 Budget

The Committee reviewed and discussed the proposed budget for 2013, and recommends approval to the Board.

County Contract

C. Nawrocki reviewed the terms of the new 7 year contract with Hudson County.

Step advancement

The Committee discussed potential advancement of staff due to the vacant position of HazMat Coordinator.

Note for audit report

Following the auditor's recommendation, a resolution was drafted by J. Napolitano and reviewed by the Committee modifying post-retirement funding.

Grants: CEHA, Lead, LINCS

The Committee reviewed and approved the grant applications.

Candace Naei