

**Hudson Regional Health Commission
Commission Meeting
September 7, 2017**

MINUTES

Opening of the meeting:

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

Attendance:

Present:

S. Bastola
J. Castro
C. Madalena
A. Mansilla
D. Oberkofler, Alternate
K. Pincus
Y. Rubiano
J. Sarnas
F. Sasso

C. Nawrocki, Director
J. Napolitano, Counsel
M. Leguizamon, CFO
Marie DeSena, Auditor
John DeSena, Auditor

Absent:

G. Diaz
J. Ehret
G. Jeffas
V. Smith
G. Drasheff
V. Rivelli

Minutes of the meeting of June 8, 2017 were unanimously approved as written and submitted on motion by A. Mansilla, second C. Madalena (Attachment I).

Announcements:

Directors Report and Fight the Bite Banner

C. Nawrocki discussed the Director's Report for June 2017 through early August 2017, this was distributed to the board in the meeting packet. She also discussed the "Fight the Bite" mosquito control campaign and the retractable banners and stands developed by commission staff for each health department to display.

New Board Member – Jersey City

C. Nawrocki introduced Shatrughan Bastola as the new Health Officer for the City of Jersey City. He will be the board member for Jersey City and V. Smith will remain as the alternate board member.

Alternate Board Member – North Bergen

C. Nawrocki also introduced Yohana Rubiano as the alternate board member from North Bergen, the Commission received a resolution with this appointment in August (Attachment II).

Expenditures Report for June 1, 2017 – August 31, 2017 was ratified upon motion by A. Mansilla, second C. Madalena, and unanimously carried (Attachment III).

New Business:**2018 Budget**

C. Nawrocki presented the 2018 budget (Attachment IV) which was also discussed and reviewed by the Personnel Finance Committee. The overall budget increased by approximately 1%. M. Leguizamon discussed changes in the 2018 budget compared to 2017 commission budget. The 2018 budget was approved and Resolution # 17-09-09 (Attachment V) was unanimously approved on motion by F. Sasso, second J. Castro.

2016 Audit Report

The 2016 Audit Report was presented by M. DeSena. She gave the Commission a clean unqualified opinion. M. DeSena discussed the report in detail and answered several questions. She commented that the Commission's financial records were in excellent order. Upon motion by F. Sasso, second A. Mansilla, the audit report was unanimously approved.

Budget Amendments

M. Leguizamon presented the amendments to the 2017 Budget (Attachment VI). The board discussed the amendments and upon motion by F. Sasso, second C. Madalena, the amendments were unanimously approved.

DEP Mosquito Grant Resolution

C. Nawrocki discussed the NJDEP resolution (Attachment VII) regarding a grant for the mosquito program. Approximately \$32,000 was awarded to each county mosquito program to support resources in response to Zika Virus through 2016 and 2017. These funds originated from the Centers for Disease Control and Prevention. In 2016, the commission used the funds to purchase a new sprayer and mosquito surveillance equipment and supplies. The additional funds were carried forward to 2017, this resolution is regarding this \$13,127 used to purchase a microscope. Requirements for this grant involve surveillance for Zika Virus vectors, pesticide resistance testing, and response planning.

Upon motion by C. Madalena, second A. Mansilla, the board unanimously approved the resolution from the NJDEP.

HCIA

Hudson Regional currently has a seven year agreement with Hudson County Improvement Authority (HCIA), where they act as a subcontractor to the commission as part of the solid waste program. Specifically, HCIA conducts Solid Waste Transporter Investigations and Waste Flow Investigations.

This contract is expiring at the end of the year and HCIA would like to renew this contract with the current terms (Attachment VIII). The HCIA pays the HRHC an annual sum of \$154,494, with an increase of 3% each year to support its oversight for services as set forth in the agreement.

Upon motion by F. Sasso, second J. Castro, the board unanimously authorized the director to enter into the agreement.

Nominating Committee

Since the two year term of the officers is expiring, the J. Sarnas appointed J. Castro (chair), K. Pincus and C. Madalena as the nominating committee to bring nominations to the board for a vote at the next meeting

Personnel Finance Committee

Upon motion by C. Madalena, second K. Pincus, unanimously carried, the board went into closed session to discuss a personnel matter.

Upon motion by J. Castro, second A. Mansilla, unanimously carried, the board went into open discussion.

The board unanimously approved a step increase for Richard Romero to Environmental Specialist Level 3 (effective October 1, 2017), upon motion by K. Pincus, second J. Castro

There being no further business, the meeting was closed upon motion by F. Sasso, second A. Mansilla, unanimously carried.