

**Hudson Regional Health Commission  
Commission Meeting  
December 14, 2017**

**MINUTES**

**Opening of the meeting**

This meeting was opened at 10:10 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  
J. Ehret  
G. Jeffas  
A. Mansilla  
D. Oberkofler, Alternate  
K. Pincus  
J. Sarnas  
F. Sasso

C. Nawrocki, Director  
J. Napolitano, Counsel

**Absent:**

C. Madalena  
G. Diaz  
G. Drasheff  
V. Rivelli

**Minutes of the meeting of September 7, 2017** were unanimously approved as written and submitted on motion by K. Pincus, second F. Sasso (Attachment I).

**Announcements**

None

**Expenditures Report for Sept 1, 2017 – November 30, 2017** was ratified upon motion by F. Sasso, second J. Castro, and unanimously carried (Attachment II).

**Old Business:**

None

### **New Business:**

#### **JIF Membership Renewal**

C. Nawrocki discussed the Agreement to Renew Membership in the Suburban Joint Insurance Fund (SEJIF) (Attachment III). The SEJIF renewal is for a three year period, beginning January 1, 2018 and ending January 1, 2021. Upon motion by K. Pincus, second G. Jeffas, the agreement was unanimously approved.

#### **JIF Risk Management Consultant Agreement**

C. Nawrocki discussed the Suburban Essex Joint Insurance Fund (SEJIF) Risk Management Consultant Agreement with Brown and Brown Metro. The joint insurance fund requires all members to have a risk manager and the annual agreement (Attachment IV) was unanimously approved upon motion by K. Pincus, second G. Jeffas.

#### **Administrative Resolutions**

- |                             |                        |
|-----------------------------|------------------------|
| - JIF Resolution            | (Resolution #17-12-10) |
| - HCIA Contract Resolution  | (Resolution #17-12-11) |
| - Bank Resolution-LOC       | (Resolution #17-12-12) |
| - Auditor-Engagement Letter | (Resolution #17-12-13) |
| - General Legal Counsel     | (Resolution #17-12-14) |
| - Official Depositories     | (Resolution #17-12-15) |
| - Official Newspapers       | (Resolution #17-12-16) |
| - State Contract Vendors    | (Resolution #17-12-17) |
| - Meetings for 2018         | (Resolution #17-12-18) |

Upon motion by K. Pincus, second G. Jeffas, unanimously carried, Resolutions #17-12-10 through Resolution #17-12-18 were approved. (Attachments V-XIII)

#### **Budget Amendments**

C. Nawrocki discussed amendments to the 2017 budget (Attachment XIV). These amendments were also reviewed by the Personnel Finance Committee prior to the board meeting. Upon motion by A. Mansilla, second J. Castro, the amendments were unanimously approved.

#### **COLA**

The board discussed a cost of living adjustment (COLA) for commission employees. Upon motion by F. Sasso, second G. Jeffas, a 2.0% COLA was unanimously approved effective January 1, 2018.

#### **Lead Program – Union City and Bayonne EBL Renewal and Lead Grant Application**

The three year agreements between the commission and Union City and Bayonne for Environmental Blood Lead (EBL) investigations expires at the end of the year, upon motion by F. Sasso, second J. Castro the renewal was unanimously approved (Attachment XV and Attachment XVI).

C. Nawrocki also informed the board of the commission's budget modification for the lead grant from the New Jersey Department of Health (NJDOH). Due to new state lead regulations, the number of cases requiring investigation is expected to significantly increase. The commission

applied for a modification to the current lead grant for an increase in funding for increase in caseload, the modification was submitted to the Child and Adolescent Health Program in early December.

**Nominating Committee**

Prior to this meeting J. Sarnas appointed J. Castro as the chair of the Nominating Committee for the election of new offices for the two year term 2018-2019. The slate of officers prepared and announced prior to this meeting follows:

**President: John Sarnas**  
**Vice President: Vincent Rivelli**  
**Treasurer: Frank Sasso**

There being no other nominations, the slate was unanimously approved on motion by S. Bastola, second G. Jeffas.

**Personnel Finance Committee**

The board went into closed session to discuss an issue of potential litigation for the commission upon motion by G. Jeffas, second K. Pincus, unanimously carried.

Upon motion by F. Sasso, second J. Castro, unanimously carried, the board went into open session.

There being no further business, upon motion by S. Bastola, second J. Castro, unanimously carried, the meeting was closed.