

**Hudson Regional Health Commission  
Commission Meeting  
June 15, 2023  
10:00 am**

**MINUTES**

**Opening of the meeting:** This meeting was opened at 10:11 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:**

A. McNair  
C. Cirillo  
J. Castro  
M. O'Reilly  
J. Sarnas  
V. Rivelli  
A. Mansilla  
G. Jeffas  
P. Bellan-Boyer  
M. Alvarez  
N. Tarantino  
C. Madalena  
S. Tattoli, Alternate

V. Holmes, Counsel  
C. Nawrocki, Director  
M. Leguizamon, CFO  
G. Williams, Superintendent Mosquito and  
Vector Control Program

**Minutes of the meeting of March 16, 2023:** were unanimously approved as written and submitted on motion by V. Rivelli, second A. McNair (Attachment I).

**Announcements:**

**Director's Report**

C. Nawrocki presented the Director's Report for March – May 2023 with detailed information on Commission programs and events.

G. Williams updated the board on the current Spotted Lanternfly situation and the procedures for contacting the commission with related concerns.

**Expenditures Report for March 16, 2023 to May 31, 2023:** was ratified upon motion by A. Mansilla, second P. Bellan-Boyer, and unanimously carried. (Attachment II).

**New Business:**

**Auditor Proposal Resolution to Appoint**

Upon motion by V. Rivelli, second J. Castro, unanimously carried, Resolution #23-06-09 (Attachment III) was approved authorizing the appointment of DeSena and Company for auditing services for the Commission for the year 2022.

**Budget Amendments 2023**

M. Leguizamon presented the budget amendments for the 2023 Commission budget. After discussion, the amendments were unanimously approved on motion by M. O'Reilly, second M. Alvarez (Attachment IV).

**ITS Contract**

The board reviewed the proposal for IT services which was also sent out on May 16<sup>th</sup> via email. MHM Tech Group submitted the only proposal. After discussion, upon by motion P. Bellan-Boyer, second G. Jeffas, the board unanimously accepted this proposal, entering into the agreement with an annual threshold amount of \$125,000 (Attachment V).

**County Health Infrastructure Funding 2024-2026**

The Commission was authorized by Hudson County to apply for the County Health Infrastructure funding on behalf of the county. The total amount is \$3.1 million dollars over three years. Plans for this funding include vaccine purchase, mobile vaccination clinic, and exploring a new location for the vaccination center. This was unanimously approved on motion by P. Bellan-Boyer, second G. Jeffas (Attachment VI).

**EBL Agreement Hoboken**

The Director discussed an EBL Agreement for Hoboken which was subsequently approved unanimously upon motion by P. Bellan-Boyer, second G. Jeffas. The terms of this agreement shall be from June 1, 2023 to May 31, 2026 (Attachment VII).

**JIF Alternate Resolution**

The board unanimously approved Resolution #23-06-08 appointing S. Espaillet as the alternate member commissioner for Suburban Essex Joint Insurance Fund (SEJIF), the primary is C. Nawrocki. This was approved on motion by P. Bellan-Boyer, second G. Jeffas (Attachment VIII).

**2023 Spotted Lanternfly Chemical Control Treatment Grant with the New Jersey Department of Agriculture**

C. Nawrocki notified the board that the department of agriculture offered up to \$50,000 per county and \$15,0000 per municipality for eligible expenses for treating spotted lanternflies, which includes pesticides, applications of pesticides, and paying independent applicators of

pesticides. On motion by P. Bellan-Boyer, second G. Jeffas, the board unanimously approved the application for this funding (Attachment IX).

### **Personnel Finance Committee**

C. Nawrocki updated the board on the following recommendations from the personal finance committee.

### **Update to Title PHP**

The title of COVID Coordinator will be changed to Public Health Planning Program Coordinator effective July 1, 2023. The base salary will remain the same as the COVID Coordinator position. The title is more representative of the work being done moving forward.

### **HERC Position**

A. Simon will be moved to the HERC position at the Commission effective July 1, 2023. The position of Social Support Coordinator will not be filled since the NJDOH is no longer funding that position.

Upon motion by V. Rivelli, second M. O'Reilly, the recommendations were unanimously approved.

There being no further business, the meeting was closed at 11:20 on motion by C. Madalena, second M. O'Reilly.

I, Carrie Nawrocki, Director of Hudson Regional Health Commission do hereby certify that the foregoing  
are true minutes of a meeting held on June 15, 2023, in witness whereof I have set my hand  
this 15 day of June.

A handwritten signature in blue ink, appearing to read "Carrie", is written above a horizontal line.

Carrie Nawrocki  
Executive Director