

**Hudson Regional Health Commission  
Commission Meeting  
June 20, 2024  
10:00 am**

**MINUTES**

**Opening of the meeting:** This meeting was opened at 10:15 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:**

J. Sarnas  
A. McNair  
C. Cirillo  
J. Castro  
V. Rivelli  
P. Bellan-Boyer  
T. Siciliano (alternate)  
N. Tarantino  
S. Tattoli (alternate)  
G. Jeffas

M. Stinely, Counsel  
C. Nawrocki, Director  
M. Leguizamon, CFO

**Absent:**

S. Cavanaugh  
A. Mansilla  
B. Manso

**Minutes of the meeting of March 21, 2024** were unanimously approved as written and submitted on motion by C. Cirillo, second N. Tarantino. (Attachment I)

**Announcements:**

**SLF Program 2024**

G. Williams discussed the status of the current mosquito season and upcoming initiatives for mosquito control and spotted lantern fly treatment.

**Director's Report**

C. Nawrocki presented the Director's Report for March to June 2024 with detailed information on Commission programs and events.

**Expenditures Report for March 16, 2024-June 15, 2024** was ratified upon motion by V. Rivelli, second A. McNair, and unanimously carried. (Attachment II)

**New Business:**

**Budget Amendment 2024**

M. Leguizamon presented the budget amendments for the 2024 Commission budget (Attachment III). After discussion, the 2024 amendment was unanimously approved on motion by G. Jeffas, second A. McNair.

**EBL Agreement Secaucus**

The Interlocal Agreement between the Township of Secaucus and the commission for the three-year period of October 1, 2024 to September 30, 2027 was unanimously approved on motion by P. Bellan-Boyer, second N. Tarantino, with J. Castro and G. Jeffas abstaining (Attachment IV).

**Shared Services Agreement Secaucus Court**

The ten-year agreement with Secaucus Municipal Court (Attachment V) to prosecute violations has been approved for renewal, in which the Commission will now be collecting the fines and sending the town 50%, rather than vice versa (as requested by the town). After discussion, this decision was unanimously approved on motion by V. Rivelli, second C. Cirillo, with G. Jeffas and J. Castro abstaining.

**Equipment Disposal**

Upon motion by A. McNair, second J. Castro, the recommendations for the equipment disposal (Attachment VI) of the 2016 Ford Explorer were unanimously approved.

**FY 2025 Grants**

**County Environmental Health Act (NJDEP)**

C. Nawrocki reviewed and discussed applying for New Jersey Department of Environmental Protection (NJDEP) FY 2025. The CEHA application was not yet available. Upon motion by P. Bellan-Boyer, second N. Tarantino, unanimously authorized the Director to apply for, receive and administer the CEHA Grant.

**Local Core Capacity for Public Health Emergency Preparedness LINCS Grant (NJDOH)**

The Commission received a letter of intent to fund \$350,436 for the emergency preparedness (LINCS) program, from the New Jersey Department of Health (Attachment VII). 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, 2024 through June 30, 2025. The commission has two full time staff on this grant. On motion by P. Bellan-Boyer, second N. Tarantino and 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.

**Strengthening Local Public Health Capacity Grant (NJDOH)**

C. Nawrocki discussed the application for the Strengthening Local Public Health Capacity Grant to the NJDOH. This grant will be used for a portion of one employee. On motion by P. Bellan-Boyer, second N. Tarantino, the application was unanimously approved. (Attachment VIII)

**Right To Know Grant (NJDEP)**

On motion by P. Bellan-Boyer, second N. Tarantino, unanimously carried, the Director was authorized to apply for, take receipt of and execute the grant in the indicated amount of \$17,500 - partially for two employees. (Attachment IX)

**Spotted Lantern Fly (Hudson County)**

On motion by P. Bellan-Boyer, second N. Tarantino, the board unanimously approved the acceptance of this grant, for the amount of \$85,000 for 2024 and \$85,000 for 2025. With \$86,729.65 left over from 2023, this brings the total to \$256,729.65 (Attachment X).

**Sustaining Local Public Health Infrastructure Grant (NJACCHO)**

Upon motion P. Bellan-Boyer, second N. Tarantino, the Director was unanimously approved to apply for, receive and administer the NJACCHO grant, approved for \$168,049 for a project period of 21 months (Attachment XI).

**Lead Grant (NJDOH)**

The Childhood Lead Exposure Prevention (CLEP) grant application was approved by the New Jersey Department of Health (Attachment XII) and the commission was awarded \$448,751 for 2024/2025, equivalent to the current year, 2023/2024. Upon motion by P. Bellan-Boyer, second N. Tarantino, the board unanimously approved and accepted this grant.

**Medical Reserve Corp (NJDOH)**

C. Nawrocki discussed the Medical Reserve Corp (MRC) grant for the NJDOH (Attachment XIII), this non-competitive grant is for \$34,700 to support this MRC unit with items such as bleeding control training and kits, uniforms, social media, giveaways at community events, etc. Upon motion by P. Bellan-Boyer, second N. Tarantino, the board unanimously approved applying for and accepting this grant for FY 2025.

**County Health Infrastructure Grant Amendment (NJDOH)**

The New Jersey Department of Health, Office of Local Public Health has agreed to amend the CHIF grant (Attachment XIV), to add additional funds and extend the budget period to December 31, 2024. The project period date will remain the same (June 30, 2026). Upon motion P. Bellan-Boyer, second N. Tarantino, the decision was unanimously approved.

**Personal Finance Committee**

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

**HERC Position**

A. Simon will be moved to the Health Educator Level 1 position at the Commission, as she completed all the graduate coursework. The salary in that position is \$84,911 from her current \$76,888. This decision was unanimously approved.

**Bid for Unmanned Pesticide**

C. Nawrocki discussed the objective of this project, to use an unmanned aircraft, such as a drone, to treat approximately 92 acres of woodlot with liquid residual contact insecticide to manage spotted lantern fly (SLF) populations in Hudson County. This decision was approved by majority (8 yes, 1 no) upon motion by N. Tarantino, second A. McNair by Resolution #24-06-11 (Attachment XV).

There being no further business, the meeting was unanimously closed at 11:00 am on motion by G. Jeffas, second P. Bellan-Boyer.

I, Carrie Nawrocki, Director of Hudson Regional Health Commission do hereby certify that the foregoing  
are true minutes of a meeting held on June 20, 2024, in witness whereof I have set my hand  
this 12 day of September, 2024.



Carrie Nawrocki  
Executive Director