

Middle-Brook Regional Health Commission
September 13, 2010 Minutes

1. Call to Order

The regular meeting of the Middle-Brook Regional Health Commission was held on the above date at the Middlesex Public Library and called to order by President William Nehls by reading the Sunshine Law Statement at 7pm.

2. Roll Call

Bound Brook: Mrs. Helen Goodrich
Green Brook: Dr. Jon Fourre
Middlesex: Mrs. Amelia Sherr, Mrs. Barbara Ferris
South Bound Brook: Mrs. Sue Warrelmann
Warren: Mr. Mal Plager
Watchung: Mr. William Nehls,
Others in attendance: Mr. Kevin Sumner, Health Officer
Karen Wick, Secretary

3. Public Portion

Meeting opened to the public-no response-meeting closed to the public.

4. Minutes

Mrs. Sue Warrelmann made a motion to accept the minutes of the August 16, 2010 meeting as presented, seconded by Mrs. Amelia Sherr. All in favor except for Mrs. Barbara Ferris, Dr. Jon Fourre, Mr. Mal Plager who abstained.

5. Treasurer's Report

Mrs. Sue Warrelmann made a motion to accept the Treasurer's report for August, seconded by Mrs. Barbara Ferris. All in favor.

6. Unfinished Business

A. Time Study

Kevin Sumner informed the Commission members that the time study is in process and at the next Commission meeting the results will be presented. K. Sumner reminded Commission members that the results will be skewed because of the Bound Brook issues and the Commission providing only limited services.

B. Annual Board Member Meeting

The meeting did not happen yet; K. Sumner is trying to schedule with the Infection Control Practitioner from Somerset Medical Center. Once possible dates are received from a speaker K. Sumner will survey Commission members for the best date.

C. Bound Brook Issues

i) Update

Mr. Nehls informed the Commission members that the meeting with the mayors of the Commission towns did take place. Mr. Nehls informed the Commission members that there has been no change with Bound Brook. Bound Brook requested a breakdown of what has been expended for Bound Brook and H. Ross time. Mr. Nehls informed Commission members that the positive outcome from the meeting with the mayors was that the mayors agreed to meet twice a year. This would lead to better communication. Mr. Nehls being President of the Commission agreed to prepare reports to mayors to update what is going on with the Commission. H. Goodrich stated that Bound Brook Board of Health wants to stay with the Commission to receive services. H. Goodrich also stated that Bound Brook went to private garbage and that Bound Brook is in financial strains. H. Goodrich also stated that the Board of Health had felt that H. Ross did a good job for the borough.

ii) Reimbursement

K. Sumner informed Commission members that H. Ross had accumulated 22 ½ days when she was laid off. Mrs. Sherr questioned the Commission's personnel policy since it doesn't address employee lay offs. Mrs. Sherr requested that the matter be tabled until a policy committee is appointed. K. Sumner read from the personnel policy the sections that involved vacation days and compensation when an employee resigns. Mrs. Sherr and Dr. Jon Fourre agreed to be on a policy committee. Commission members discussed that corporations treat each employee differently in these situations. Commission members agreed with Mr. Nehls to table this issue until the personnel policy is updated addressing laid off, terminated, and fired employees dealing with severance pay and compensation.

iii) Letter Requesting representation at Commission meetings.

Mrs. Helen Goodrich was the representative from Bound Brook who attended the meeting. H. Goodrich informed Commission members that the Bound Brook Board of Health would be rotating a representative at future Commission meetings.

D. Flu Clinics

K. Sumner informed the Commission members that the Seasonal Flu Clinics have been scheduled for the end of September. The first clinic will be on September 29, 2010 from 10:30am until 12 located at the Middlesex Recreation Building. The second clinic will be

held on September 30, 2010 from 10:30am until 12 located at the Our Lady of the Mount Catholic Church located in Warren. Commission residents can register in person or call and be given a time to register at the clinic. K. Sumner informed Commission members that the CDC is recommending that everybody ages 6 months and older should receive a seasonal flu shot not just the elderly as in previous years. The Commission will provide vaccine for anyone ages 18 and over.

E. Rabies Clinics

K. Sumner informed Commission members that the Rabies Clinics are scheduled for November and December. The upcoming schedule is:

Saturday, November 6, 2010
9:00 am to 10:00 am
South Bound Brook Municipal Garage
44 Washington Avenue
South Bound Brook, NJ

Saturday, November 6, 2010
11:00 am to 12:00 noon
Green Brook Fire House
115 Greenbrook Road
Green Brook, NJ 08812

Saturday, November 20, 2010
10:45 am to 12:00 noon
Middlesex Borough Garage
Main Street
Middlesex, NJ 08846

Saturday, December 4, 2010
9:00 am to 10:00 am
Watchung Fire House
57 Mountain Blvd
Watchung, NJ 07069

7. New Business

A. Tobacco Control Ordinance

K. Sumner informed Commission members that the local Boards of Health would be seeing these ordinances. K. Sumner explained that the state law allows exemptions for certain specific tobacco establishments. K. Sumner explained that the NJ State Indoor Smoking Act allows for municipalities to adopt regulations stricter than the State of NJ. K. Sumner explained the ordinance and will be going to each of the Local Boards of Health and would eliminate the exemptions and any question about new establishments allowing smoking indoors.

B. Fees Ordinance

K. Sumner explained that the Local Boards of Health would be seeing the updated draft fees ordinance. The purpose is to update the fees and to standardize them. K. Sumner stated an example where one town may charge a fee for plan reviews for restaurants and another would not. The REHSs conduct the work in all towns equally so the charge should be implemented the same. Members will be asked to review the proposal and then each local Board will act on what it feels is appropriate.

C. Middlesex Borough Issues

K. Sumner informed Commission members that the mayor and council have been requesting proposals from other Health Departments. The quote from Middlesex County Health Department has been received by the town. K. Sumner was asked by the Middlesex Board of Health president to review the quote. K. Sumner informed Commission members that he has not yet had a chance to review. K. Sumner will inform Commission members as to status update.

D. 2011 Budget/ Finance Committee

Mr. Nehls requested that K. Sumner survey Commission members as to dates the finance committee members could meet as quickly as possible to draft a budget for the 2011 year. K. Sumner informed Commission members that Middlesex is requesting a draft budget by Oct.1, 2010. Mr. Nehls informed Commission members that Warren and Watchung are already starting the budget process.

E. NALBOH (National Association of Local Boards of Health) Newsbrief 3rd Qtr

K. Sumner distributed the Newsbrief to all members present.

8. Addendum to Agenda

A. Lead Contract with Trenton

K. Sumner informed Commission members that since there was a decline in lead cases certain agencies receiving grant funding from the State to provide nurse case management are now being required to offer this service to other agencies. K. Sumner will send a copy of the 1 yr renewable contract to Commission members to review.

9. Adjournment

There being no further business, Mrs. Amelia Sherr moved to adjourn meeting at 8pm, seconded by Mrs. Barbara Ferris.

Respectfully submitted,

Karen Wick, Secretary