

Middle-Brook Regional Health Commission
June 14, 2010
Minutes

1. Call to Order

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

2. Roll Call

Middlesex: Mrs. Amelia Sherr
Green Brook: Dr. Jon Fourre
South Bound Brook: Mrs. Susan Warrelman, Mrs. Gertrude Epple
Warren: Mr. Greg Riley
Watchung: Mr. William Nehls
Others in attendance: Mr. Kevin Sumner, Health Officer

3. Public Portion

Meeting opened to the public. Mayor Robert Sherr from Middlesex Borough was in attendance to address the Commission. He stated he was present to advise the Commission of two issues. He spoke first of the potential for more space in Middlesex Borough Hall for the Commission offices. He recognizes that Commission space is very limited and that the Registrar, based on a recent state audit, also needs more space. He believes there is an opportunity to address this issue in the near future, but also knows that the Middlesex Borough Council is going to look for some compensation in return. He has asked the Middlesex Board of Health to address this issue with the Commission so some agreement can be reached. He also advised the Commission members that he has asked the Middlesex Board of Health to obtain prices from other public health providers for the services being rendered. He feels he needs to do this to be able to show the Council and public that the current situation is justifiable. He has cautioned the Board of Health to compare apples to apples and to use the data report prepared by Mr. Sumner as a basis for this comparison. He also recognized that there are intangible issues, such as Health Officer attendance at all Board of Health meetings, that also need to be considered. He expects this study to be concluded by October/November and that nothing will change, but that he will then have the documentation to support the Commission as the public health provider. Being no further public comment this portion of the meeting was closed to the public.

4. Minutes

Mr. Greg Riley moved to accept the minutes of the May 3, 2010 meeting as presented, seconded by Mrs. Gertrude Epple. All in favor with W. Nehls abstaining.

5. Treasurer's Report

Mr. Greg Riley moved to accept the treasurer's report for April 2010, seconded by Dr. Jon Foure. All in favor. Mr. Greg Riley moved to accept the Treasurer's report for May 2010, seconded by Mrs. Susan Warrelman. All in Favor.

6. Unfinished Business

A. H1N1 Flu Update

K. Sumner informed Commission members that the Focus Area 4 grant application was approved as were all of the requested changes to the prior grant applications. These changes were necessary in order for the Commission to be able to retain the grant amounts as early predictions of grant funding use were not completely accurate. The bulk of the changes resulted in funding be transferred to cover the costs of salaries for staff. This will offset existing salary costs and does not represent an increase for staff. Focus Area 4 funding is to be used to provide services and vaccination to the underserved populations in our service area. As such a H1N1 clinic is being held in Bound Brook on July 17, 2010 at a fair being held by Hope Church.

B. Health Benefits for Retirees

Mr. Greg Riley presented to the Commission members a proposed resolution that would cease Medicare part B reimbursements, effective December 31, 2010. Mrs. Sherr stated she felt this should only apply to those employees currently retired as of this date to avoid the potential for paying for any individuals who might retire prior to the end of the year. Mr. Riley stated that based on his review of the laws the Commission must treat all employees equally and this action would not be allowed. Discussion was held as to the effective date of the action; either June 30, 2010 or December 31, 2010. Based on the fact that it is a budgeted item and that the December effective date allows for ample notification of those receiving the benefit consensus was reached on the December date. Mr. Greg Riley moved to adopt the resolution, seconded by Dr. Jon Foure. Motion passed by roll call vote with all in favor.

C. Annual Report

K. Sumner distributed the 2009 Annual Report for review. All were pleased with the report.

D. Time Study

K. Sumner distributed the results of phase one of three in the time study. Members were cautioned regarding the results as they reflect an unusual amount of activity in Bound Brook due to the spring flooding event. Two more months of study will be conducted

and then the results will be compiled for a better picture of where public health services are being rendered and in what quantity.

E. Bound Brook Issues

Mr. William Nehls addressed the Commission members regarding recent issues with Bound Brook. He stated that the Commission is only receiving partial payment for the services being rendered. Bound Brook has budgeted \$85,000.00 instead of the agreed upon amount of \$121,252.50. This represents a shortfall of \$36, 252.50 and does not address the required VNA payment of \$3,443.00. Their payment will not cover the costs of the Commission providing the services. In essence the other five towns of the Commission are covering the \$18,000.00 cost to provide the service to Bound Brook for the first half of the year. Mr. Riley stated that Bound Brook has a statutory obligation to provide public health services and moved to take the following action:

- Remove H. Ross, REHS from Bound Brook and assign her to other duties outside of Bound Brook except for urgent matters as determined by the Health officer.
- Place Bound Brook on notice by letter that their actions are unacceptable and violated state statutes
- Send notification to the State Health Department about the actions taken by Bound Brook that they are not meeting their public health obligations and requesting assistance from the Department and the Deputy Attorney General to seek payment and restore services to the Borough.
- The notification to Bound Brook will include a statement that unless full payment is received within a reasonable time and the purchase order is generated for the balance due within ten (10) days further action will be taken.

Dr. Jon Fourre seconded the motion.

Mrs. Sherr stated she felt that H. Ross should receive a Rice notice and that a special meeting should be held to address these issues. She also suggested that Attorney George Psak be contacted. K. Sumner noted that the Commission budget no longer includes funding for an Attorney and Mr. Nehls advised that he will try to speak to his Borough attorney to receive some guidance. Mrs. Sherr also suggested a notification be sent to each local Board of Health member and Mayor. Following discussion it was agreed that the Commission representatives would personally reach out to their local board of health members and Mayors and advise them of the current circumstances. K. Sumner stated that copies of the letters to Bound Brook and the State Health Department could be sent to the local board of health and Mayors. All were in agreement and the motion carried with no objections.

7. New Business

A. Health Benefit Deductions

K. Sumner advised members that all full time employees receiving state health benefits are now contributing 1.5% of their salary toward the payment for health benefits. While

this has a negative impact on employee income it will benefit the Commission as this is funding that can be used to reduce health benefit budget costs in the future.

B. Annual Board Member Meeting

K. Sumner asked if members were interested in attending an annual board training session as in past years, and if so what topics would they like addressed. Members expressed a definite interest and suggested a date in mid to late August. A request was made to avoid August 18. One topic area proposed was immunization and autism. Members were asked to think about other possible topic areas.

C. NJ Department of Labor & Workforce Penalties

K. Sumner advised members that these penalties have all been abated and no further action is necessary.

D. Meeting Schedule

K. Sumner asked members if they wanted to continue to meet through the summer. All agreed that considering the current issues this was necessary and agreed upon a next meeting date of July 12. K. Sumner will try to reserve Warren for this meeting and make the proper legal notifications.

E. NJPIES – 2009 Annual Report

K. Sumner distributed the report for review and a copy was placed on file.

F. NALBOH – 2nd Quarter Newsbrief

K. Sumner distributed the Newsbrief to all members present.

8. Addendum to Agenda

None

9. Adjournment

There being no further business, Mrs. Gertrude Epple moved to adjourn meeting at 8:45 pm, seconded by Mr. Greg Riley.

Respectfully submitted,

Kevin G, Sumner
Executive Secretary