

Middle-Brook Regional Health Commission
August 16, 2010 Minutes

1. Call to Order

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

2. Roll Call

Middlesex: Mrs. Amelia Sherr
South Bound Brook: Mrs. Arleen Lih, Mrs. Gertrude Epple
Warren: Mr. Greg Riley
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

Mr. Greg Riley made a motion to accept the minutes of the July 12, 2010 meeting as presented, seconded by Mr. William Nehls. Mrs. Sherr requested amendment be made to minutes to read that H. Ross was laid off not fired, Mr. Greg Riley accepted with amendments. All in favor.

5. Treasurer's Report

Mr. Greg Riley made a motion to accept the Treasurer's report for July, seconded by Mrs. Arleen Lih. All in favor.

6. Unfinished Business

A. Time Study

Kevin Sumner informed the Commission members that the next time study will take place in September, starting with the first full week and continuing throughout the month. K. Sumner also informed 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- August 31, 2010

K. Sumner informed the Commission members that the annual board member meeting will take place on August 31, 2010. The location has yet to be determined. K. Sumner does not have a speaker yet, possibly might be able to get in touch with Somerset Medical Center. A light supper will also be served.

C. Bound Brook Issues

i) Update

K. Sumner and Bill Nehls met with Albert Ellis, the mayor of Watchung to set up the meeting with the mayors of the Commission towns. The mayors are willing to meet to discuss issues affecting the towns due to the uncertainty of Bound Brook in the Commission. Mr. Nehls informed Commission members that Watchung will be hosting this meeting. Mr. Greg Riley commented that the letter requesting Bound Brook Board of Health to send a representative to attend Commission meetings still has not been sent out. K. Sumner informed Commission members that copies of the letter that were sent to the Bound Brook mayor were sent to the mayors of the towns in the Commission and also to the State Department of Health. K Sumner informed the Commission that he has not heard anything regarding this matter from the State Health Department. Commission members asked if Bound Brook still wanted to be part of the Commission. K.Sumner stated that according to Randy Bahr, the Bound Brook Administrator that Bound Brook still wants to stay with the Commission for services but is unable to pay the full amount. Mr. Nehls informed the Commission members that Bound Brook is looking to receive emergency aid from State of NJ and also looking to receive a waiver of the cap that was placed by the State of NJ. Mr. Nehls informed Commission members that getting the cap waived would be almost impossible. Mr. Nehls also informed the Commission members that Bound Brook is experiencing the most financial strain out of the towns in the Commission. K. Sumner also reported approximate figures from the first half of the year of personnel costs attributed to Bound Brook. K. Sumner also informed Commission members of the personnel costs without H. Ross salary for the second half of the year. Commission members discussed how much work will be done in Bound Brook. K. Sumner suggested maybe a part-time inspector to handle minimal services to the end of the year. Mr. Nehls stated that emergency response services only should be provided for Bound Brook until the financial matters get settled. Commission members were concerned that new businesses that are trying to open in Bound Brook that need the health department pre-opening inspection would suffer economic hardship because of the lack of an inspector. K.Sumner would handle the inspection but the business might have to wait until he was available. Commission members were concerned that the Commission might be held liable for not performing these inspections.

ii) Resolution of Withdrawal Notice to Bound Brook

Mr. Greg Riley distributed copies of this resolution to Commission members. Mr. Greg Riley made a motion to pass the Resolution of Withdrawal Notice to Bound Brook,

seconded by Mrs. Gertrude Epple. Mrs. Amelia Sherr opposed. Commission members voted:

Mr. Greg Riley – yes, Mrs. Gertrude Epple- yes, Mrs. Arleen Lih- yes, Mr. William Nehls- yes, Mrs. Amelia Sherr-no. Motion carried. (see attached)

iii) H. Ross reimbursement

K. Sumner informed Commission members that H.Ross had 17 days of vacation, 3 ½ personal days, 2 days of comp time when she was laid off. Commission members wanted to see a copy of the personnel policy before making any decisions on H. Ross's pay. Mr. Nehls questioned whether the Commission pays for personal time. K.Sumner stated that the Commission does not pay for comp time. Commission members wanted clarification on the personnel policy. Commission members commented that the Commission might want to consider severance pay. Commission members also wanted an agreement to be signed by H.Ross if she was rehired if the Bound Brook issues are resolved that she would not be entitled to the vacation days that she was paid for previously. The issue will be discussed at the next meeting after members have reviewed the personnel policy.

iv) Bound Brook Board of Education Contract

K. Sumner stated that the Bound Brook Board of Education is looking to enter into a contract with the Commission for non- public school nursing. Mr. William Nehls recused himself from this matter. There will be no cost to the Commission due to the grant. The Commission questioned whether or not to enter into the contract with the Bound Brook Board of Education due to the financial problems that the Commission has with the Borough of Bound Brook. Mrs. Arleen Lih made a motion for the Commission to enter into the contract with the Bound Brook Board of Education, seconded by Mrs. Gertrude Epple. Voted: Mrs. Amelia Sherr- no, Mrs. Gertrude Epple- yes, Mrs. Arleen Lih- yes, Mr. Greg Riley- yes, Mr. William Nehls- recused. Motion carried.

7. New Business

A. Flu Clinics

K.Sumner informed the Commission members that he had spoken to Dr. Frank, and that the clinics would be earlier this year. K.Sumner stated that most likely the dates will be September and early October. K.Sumner also stated that children will not be vaccinated at these clinics. K. Sumner explained that during the H1N1 vaccinations the liability was covered under the emergency declaration, but since this was over we are going back to standard protocol. K.Sumner stated that children will have to see their primary care physicians to receive the seasonal flu vaccine. K.Sumner also stated that the Commission will not hold the clinics in Bound Brook.

B. Rabies Clinics

K.Sumner informed the Commission members that the rabies clinics will be in November and December. K.Sumner also stated that there will be no rabies clinic in Bound Brook. The residents of any town can come to these clinics; they will just have to travel to another town that is hosting the clinic.

C. League of Municipalities

The Commission authorized K.Sumner to attend the League of Municipalities conference in November. K.Sumner stated that John Hopkins university is performing an assessment of New Jersey's public health system and the results will be presented at the conference. Mrs. Gertrude Epple- yes, Mrs. Arleen Lih- yes, Mr. Greg Riley- yes, Mr. William Nehls- yes, Mrs. Amelia Sherr-abstained.

D. Greater Somerset Public Health Partnership

K. Sumner stated that this organization has become broader based; not only are the members Health Officers but others such as the VNA and the Women's Health Counseling Center are becoming more involved. K. Sumner stated that at the NACCHO conference he and Colleen McKay Wharton presented on GSPHP with the focus of the H1N1 partnership. As a result of the presentation the CDC is coming to Trenton and Somerset Medical Center. K. Sumner and Colleen McKay Wharton are going to present for the CDC at Somerset Medical Center. K. Sumner also stated that the GSPHP has been filling out the paperwork for a grant from the U.S. Department of Health. This grant is a four year grant focusing on women's health. The first year of the grant is collecting data; identifying what to address and developing a plan to address these issues. The second year might be able to cover some of the cost to cover women's health in our service area. K.Sumner stated that the GSPHP would find out in September or October if this grant was approved. K. Sumner stated that this partnership is focused on improving public health and views it as a positive.

8. Addendum

A. Local Board of Health Members Certification Seminar

K. Sumner distributed the New Jersey Local Boards of Health Association Application for Membership and seminar schedule to Commission members. This seminar will be held at Middlesex County Fire Academy in Sayreville on September 25, 2010 and members were encouraged to attend.

9. Adjournment

There being no further business, Mrs. Gertrude Epple moved to adjourn meeting at 8:40 pm, seconded by Mr. Greg Riley.

Respectfully submitted,

Karen Wick, Secretary