

Middle-Brook Regional Health Commission
July 12, 2010

1. Call to Order

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

2. Roll Call

Middlesex: Mrs. Amelia Sherr, Mrs. Barbara Ferris
Green Brook: Dr. Jon Fourre
South Bound Brook: Mrs. Arleen Lih, Mrs. Sue Warrelman
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 June 14, 2010 meeting as presented, seconded by Mrs. Sue Warrelman. Minutes were then amended at this time. Mrs. Sue Warrelmann accepted with amendments. All in favor.

5. Treasure's Report

Mr. Greg Riley made a motion to accept the Treasurer's report for June, seconded by Mrs. Barbara Ferris. All in favor.

6. Unfinished Business

A. Time Study

Kevin Sumner informed the Commission members that the second month of the time study was completed. K.Sumner distributed copies of the data to the Commission members. K.Sumner informed Commission members that the third time study would be in September in order to have figures to help make the 2011 Commission budget.

B. Annual Board Member Meeting

K. Sumner asked Commission members what topics they would like addressed. Commission members suggested rabies, pertussis. K. Sumner suggested a communicable disease theme. K. Sumner will send out possible dates in August to the Commission members for this session.

C. Bound Brook Issues

Mr. William Nehls, Mr. Greg Riley and Dr. Jon Fourre met with the Mr. Carey Pilato, Bound Brook Mayor and Randy Bahr, Bound Brook administrator on July 1, 2010. The Commission is only receiving partial payment for the services provided for the first six months of the year. This payment will not cover the costs of the Commission providing service. The executive board of the Commission left this meeting with no resolution to this issue. The executive board of the Commission informed the Commission members that Heather Ross, REHS for Bound Brook was no longer employed by the Commission as of July 2, 2010. Mr. Nehls and the Commission members have to decide on how to proceed with Bound Brook. Bound Brook wants to stay with the Commission at their own price. K. Sumner also informed the Commission members he had a meeting with Randy Bahr, Bound Brook administrator on July 12, 2010. K. Sumner informed the Commission members that the Bound Brook council does not want the town to leave the Commission. Randy Bahr had inquired about part-time services being provided for Bound Brook. K. Sumner informed the Commission members that services provided would need to meet state mandates.

K. Sumner also informed Commission members that Bound Brook has requested a proposal from Somerset County Health Department for services. Bound Brook has not supplied the data to Somerset County Health Department in order for this process to be completed. K. Sumner also suggested the Commission send a letter of termination, giving Bound Brook six months notice and then having Bound Brook come back on a contractual basis. K. Sumner informed the Commission members that the disadvantage for Bound Brook would be that the town would not receive the same services as a member town. The contract would have to be agreed upon by both parties. The Commission members want to know if the State Health Department is being kept informed. The only action that the State would be able to take is to take away State funding. This funding has already been cut from the NJ State Budget. Greg Riley wants to include in a letter to Bound Brook what was done and why it was done. K. Sumner informed Commission members that health related services are being provided on an emergency basis only. Mr. Nehls suggested that the mayors of the towns in the Commission service area should meet to discuss this issue. Commission members want to know how much of a budget shortfall there would be because of Bound Brook's partial payment. The Commission members are willing to work with Bound Brook but also need to protect their own towns. Greg Riley made a motion to send out a termination letter to Bound Brook, seconded by Mrs. Arleen Lih. All in favor, except for Dr. Jon Fourre who abstained. The following letters will be written and sent out:

- Letter to State Health Department keeping them informed of this issue and what actions were taken.
- Legal notice of termination to work on the Commission and Bound Brook relationship or termination after 6 months.

7. New Business

8. Addendum to Agenda

A. Communication

Commission members felt there should be more communication with all representatives, even if kept informed via email.

B. Letter to Bound Brook

Dr. Jon Fourre made a motion to send a letter to Bound Brook requesting their presence or send a representative at Commission meetings, seconded by Mr. Greg Riley. All in favor.

Commission members commented that ongoing dialogue from commission towns and the failure to communicate has caused a lot of problems.

C. Deficit

Commission members requested that K. Sumner provide figures to project future costs and attempt to lower the debt. Commission members asked K. Sumner to assume that Bound Brook is going to pay. K. Sumner also informed the Commission members that H. Ross was given no notice before being laid off and that she had accrued vacation time. Mr. Nehls requested that K. Sumner present these figures at the next meeting.

D. Middlesex

Commission members inquired about Middlesex's status in the Commission. Mrs. Sherr said that Middlesex is being fiscally responsible in comparing services and wants to assure the council that the services provided by the Commission are fiscally responsible for town. There is no change in status as of this meeting.

E. Next Commission Meeting

K.Sumner will survey Commission members for dates in August to hold the next Commission meeting.

9. Adjournment

There being no further business, Mr. Greg Riley moved to adjourn meeting at 8:50 pm, seconded by Mrs. Arleen Lih.

Respectfully submitted,

Karen Wick, Secretary