

ESSEX REGIONAL HEALTH COMMISSION

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Carrie Nawrocki, Executive Director

Commission Meeting

February 16, 2016

Opening of the Meeting:

L. Anello opened the meeting at 10:30 a.m. by declaring that it had been duly advertised in accordance with Chapter 231 of the New Jersey Open Public Meeting Act of 1975.

Attendance:

L. Anello, President
M. Raimo
V. DeFilippo
J. Fonzino (alternate)
R. Roe
K. Costello
S. Bastola
T. DeNova
W. Wallace
T. Restaino
C. Nawrocki, Director
R. Budris, Deputy Director

Absent:

C. Britton
R. Evans
S. Portuese
Irvington- Vacant

Minutes of the Meeting of December 15, 2015

The minutes were approved unanimously on motion by W. Wallace and seconded by V. DeFilippo. (Attachment 1)

Announcements

G. Garetano gave an overview of the Livingston POD exercise that had been conducted and the upcoming Medical Needs Shelter set up drill. C Nawrocki discussed an upcoming Zika seminar hosted by ERHC.

Expenditure Report for December 1, 2015 through January 31, 2016

The Expenditure report was unanimously ratified on motion T. DeNova, seconded by V. DeFilippo. (Attachment 2)

Old Business

None

New Business

Changes to the Employee Handbook

A change to the general leave policy (Attachment 3) which adjusts the hours required to for a part time employee to receive benefits and also adjusts the benefits received benefits was passed unanimously on a motion by R. Roe and a second by V. DeFilippo.

A change in the vacation accrual policy which makes the vacation accrual for retiring employees pro-rated (Attachment 4) was passed unanimously on a motion by R. Roe and a second by S. Bastola.

A change in the COLA for Probationary Employees policy which requires them to pass probation in order to receive the raise (Attachment 5) was passed unanimously on a motion by T. Restaino and a second by M. Raimo.

Resolution Authorizing a COLA Pay Increase

Resolution #16-02-02 authorizing a 2% pay increase (Attachment 6) was passed unanimously on a motion from W. Wallace and a second by T. DeNova.

JIF Representation and Alternate

Resolution #16-02-01 appointing R. Budris the JIF ERHC's Commissioner and G. Murray the alternate to the Suburban Essex Joint Insurance Fund (Attachment 7) was passed unanimously on a motion by T. Restaino and seconded by W. Wallace.

Corrections to Previous Meeting Minutes

A motion to correct the minutes of previous minutes as laid out in Attachment 8 was passed unanimously on a motion by R. Roe and a second by M. Raimo.

Acceptant of Proposal of Auditor Services from DeSena & Company

The motion to accept the proposal (Attachment 9) from DeSena and Company to provide an audit of the Commission for the year 2015 was passed unanimously on a motion by R. Roe and a second by T. DeNova.

Report from the County Health Officials

W. Wallace brought back a report on the County Health Officials executive committee reports:

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There being no further business the meeting was adjourned by L. Anello at 11:55 am

I Carrie Nawrocki, Director of the Essex Regional Health Commission do hereby certify that the foregoing are the minutes of a meeting held on February 16, 2016.

In witness whereof I have hereunto set my hand on this 6th day of June in the year 2016

Carrie Nawrocki, Director