

ESSEX REGIONAL HEALTH COMMISSION

204 Hillside Avenue, Livingston, NJ 07039

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Carrie Nawrocki, Executive Director

Commission Meeting

December 13, 2016

Opening of the Meeting

L. Anello opened the meeting at 11:15 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)

K. Costello

S. Bastola

R. Roe

T. DeNova

W. Wallace

C. Nawrocki, Director

R. Budris, Deputy Director

S. Portuese (arrived 11:22 am)

Absent

C. Britton

East Orange (vacant)

T. Restaino

Newark (vacant)

Minutes of the Meeting of September 20, 2016

The minutes were approved unanimously on a motion by T. DeNova and seconded by V. DeFilippo (Attachment 1).

Expenditure Report for September 15, 2016 through November 30, 2016

The Expenditure Report was unanimously ratified on motion W. Wallace and seconded by M. Raimo (Attachment 2).

Announcements

C. Nawrocki announced that the Public Health Consultant has terminated her contract with ERHC to pursue other opportunities.

Old Business

None

New Business

Risk Management Consultant

Resolutions #16-12-06 and #16-12-17 (Attachments 3 and 4) were adopted unanimously on a motion by K. Costello and a second by V. DeFilippo. Resolution #-12-16 entered into an agreement with Brown and Brown Metro for risk management services required by the Commission’s insurance provider (Suburban Essex Joint Insurance Fund). Resolution #16-12-07 was an indemnity and trust agreement between ERHC and the Suburban Essex Joint Insurance Fund.

Meeting Schedule for 2017

The Commission meeting schedule (Attachment 5) was unanimously adopted by the Commissioners on a motion by M. Raimo and a second by V. DeFilippo. All meetings are to be held at 204 Hillside Avenue, Livingston, NJ. The meeting dates and times are as follows:

- February 21 (10 am)
- April 18 (10 am)
- June 20 (10 am)
- September 19 (10 am)
- November 21 (10 am)
- December 12 (11 am)

Resolution Adopting Chapter 78

C. Nawrocki discussed the details of Resolution #16-12-04 (Attachment 6) regarding employee contribution to health benefits. This was also discussed by the Personnel and Finance Committee. Following discussion, the board unanimously passed Resolution #16-12-04 upon motion V. DeFilippo, second W. Wallace adopting the Chapter 78 health benefits insurance contribution rate and schedule codified at N.J.S.A. 52:14-17.28c, specifically, the Tier 4 rate, for its eligible employees (active and retired) who elect benefits coverage through the commission.

Budget Amendments

Budget amendments were passed on a motion by K. Costello and seconded by W. Wallace to amend the ERHC 2016 budget. The amendments included \$500.00 from reserves to audit expenses and \$10,543.00 moved from reserve to salaries. Attachment 7 explains the amendments in further detail.

Designation of Legal Services

Resolution #16-12-03 (Attachment 8) designating the law firm of Piro, Zinna, Cifelli, Paris and Genitempo as the provider of legal services to the Commission for the year 2017 was passed unanimously on a motion by R. Roe and a second by S. Bastola.

Designation of Auditing Services

Resolution #16-12-05 (Attachment 9) designating the accounting firm of Desna and Company CPAs, LLC as the Commission's auditor for the 2016 audit was passed unanimously on a motion by V. DeFilippo and a second by W. Wallace.

Designation of Official Newspaper

Resolution #16-12-02 (Attachment 10) designating the Newark Star Ledger as the Commission's official newspaper for the year 2017 was passed unanimously on a motion by R. Roe and a second by K. Costello.

Designation of Depositories

Resolution #16-12-01 (Attachment 11) designating the State of New Jersey Cash Management fund and PNC banks as the Commission's official depositories for the year 2017 was passed unanimously on a motion by S. Bastola and a second by M. Raimo.

Report from Special Projects Committee

W. Wallace provided an update to the commissioners of NJACCHO executive committee activities. New lead legislation and the Health Officer exam were the primary issues that was discussed.

There being no further business the meeting was adjourned by L. Anello at 12:12 pm

I Carrie Nawrocki, Director of the Essex Regional Health Commission do hereby certify that the foregoing are the minutes of a meeting held on December 13, 2016.

In witness whereof I have hereunto set my hand on this 13th day of February in the year 2017

Carrie Nawrocki, Director