

ESSEX REGIONAL HEALTH COMMISSION

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Carrie Nawrocki, Executive Director

Commission Meeting
December 11, 2018

Opening of the Meeting

L. Anello opened the meeting at 11:11 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

Present

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

Absent

T. Restaino
C. Britton
V. DeFilippo
N. Agosto Fili6n

Minutes of the Meeting of September 25, 2018

The minutes were approved unanimously on a motion by W. Wallace and second by K. Costello (Attachment 1).

Expenditure Report for September 16, 2018 through November 30, 2018

The expenditure report was unanimously ratified on motion M. Raimo and a second S. Portuese (Attachment 2).

Announcements

C. Nawrocki announced that the contract to provide public health emergency preparedness (PHEP) grant assistance to the City of Newark was finalized for January 2019 through June 2019.

New Business

2019 Commission Meeting Dates

The proposed Commission meeting dates were passed unanimously on a motion by W. Wallace and a second by C. Hellwig. The meeting dates are as follows:

Tuesday, February 19, 2019 (10:00 am)
Tuesday, April 16, 2019 (10:00 am)
Tuesday, June 18, 2019 (10:00 am)
Tuesday, September 17, 2019 (10:00 am)
Tuesday, December 10, 2019 (11:00 am)

Joint Insurance Fund Renewal

Resolution #18-12-08 (Attachment 3) renewing the three year membership agreement in the Suburban Essex Joint Insurance Fund (Attachment 4) was passed unanimously on a motion by S. Portuese and a second by W. Wallace.

Risk Management Consultant Agreement

The annual Risk Management Consultant Agreement with Brown and Brown (Attachment 5) was renewed on a unanimous vote on a motion by K. Costello and a second by R. Roe.

Budget Amendments

The amendments (Attachment 6) were passed unanimously on a motion by R. Roe and a second by M. Raimo. These amendments had been reviewed and approved by the Finance and Personnel Committee.

Attorney Proposal

C. Nawrocki presented the Professional Legal Services Agreement with Piro, Zinna, Cifelli, Paris & Genitempo, LLC (Attachment 7). This proposal had been reviewed and approved by the Finance and Personnel committee. Resolution #18-12-04 (Attachment 8) to enter into this agreement was passed unanimously on a motion by T. DeNova and a second by C. Hellwig..

Auditor Proposal

C. Nawrocki presented the proposal for auditor services from DeSena and Company (Attachment 9). This proposal had been previously reviewed and approved by the Finance and Personnel Committee. Resolution #18-12-05 (Attachment 10) was approved unanimously on a motion by W. Wallace and a second my M. Raimo.

Part Time Sick Leave

C. Nawrocki briefly reviewed the new Part Time Sick Leave law and explained that the commission will be in compliance. The commission attorneys are crafting language for the new sick leave law.

Designation of Depositories

Resolution #18-12-06 (Attachment 11) designating State of New Jersey Management Fund and PNC Bank as the official depositories of ERHC was passed unanimously on a motion by R. Roe and a second by K. Costello.

Designation of Official Newspaper

Resolution #18-12-07 (Attachment 12) designating the Star Ledger as the official newspaper of the Commission was passed unanimously on a motion by W. Wallace and a second by C. Hellwig.

There being no further business the meeting was adjourned by L. Anello at 11:48 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 September 25, 2018.

In witness whereof I have hereunto set my hand on this 31st day of January in the year 2019.

Carrie Nawrocki, Executive Director