

ESSEX REGIONAL HEALTH COMMISSION

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Carrie Nawrocki, Executive Director

Commission Meeting
December 10, 2024

Opening of the Meeting

M. Raimo opened the meeting at 11:08 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

M. Raimo, President
L. Anello
W. Wallace
V. DeFilippo
K. Costello
M. O'Reilly
C. Davenport
M. McGowan
M. Leguizamon
M. Fonzino
G. Miranda-Diaz
R. Jernick
B. Asare
C. Nawrocki, Executive Director
R. Budris, Deputy Director

Absent

A. Monaco
P. Dillon

Minutes of the Meeting of September 17, 2024

The minutes were approved unanimously on a motion by G. Miranda-Diaz and seconded by M. O'Reilly (Attachment 1).

Expenditure Report for September 1, 2024 through November 30, 2024

The expenditure report was unanimously ratified on motion by M. Fonzino and a second by V. DeFilippo (Attachment 2).

Announcements

C. Nawrocki discussed the rising cost of health insurance. After some discussion, it was proposed that a sub-committee be formed to try and find solutions to reduce the costs. The goal would be to have recommendations in June.

New Business

Audit 2023

John DeSena of DeSena & Company provided the Commission's audit report for 2023. There were no irregularities noted. A motion to accept the audit was made by W. Wallace and a second by C. Davenport and passed unanimously.

2023 Auditor Proposal

C. Nawrocki presented the 2024 audit proposal from DeSena (Attachment 3). She stated the price remained the same. Resolution #2024-12-05 (Attachment 4) was unanimously approved on a motion made by W. Wallace and a second by M. O'Reilly.

Budget Amendments

M. Leguizamon presented amendments for the 2024 budget (Attachment 5). A motion to accept the budget amendments was made by M. Fonzino and seconded by K. Costello. The motion passed unanimously.

Yearly Resolutions for 2025

Resolution #2024-12-06 Authorizing Schedule of 2025 Meetings (Attachment 6)

Tuesday, February 18, 2025 (10:00 AM)
Tuesday, April 15, 2025 (10:00 AM)
Tuesday, June 17, 2025 (10:00 AM)
Tuesday, September 16, 2025 (10:00 AM)
Tuesday, December 9, 2025 (11:00 AM)

A motion to accept the meeting schedule was made by K. Costello and seconded by M. O'Reilly. The motion passed unanimously.

Resolution #2024-12-07 Appointing Risk Management Consultant (Attachment 7)

A resolution to enter into a risk management agreement (Attachment 8) with Brown and Brown, required by the Commission's membership in the Suburban Metro Joint Insurance Fund. The resolution was unanimously approved on a motion by W. Wallace and a second by G. Miranda-Diaz.

Resolution #2024-12-08 Designating Legal Services (Attachment 9)

This resolution authorizes the commission to enter into an agreement with Piro, Zinna, Cifelli, Paris & Genitempo, LLC (Attachment 10) for legal services for 2025. A motion

to accept the resolution was made by W. Wallace and seconded by L. Anello and passed unanimously.

Resolution #2024-12-09 Designating Official Depositories (Attachment 11)

This resolution authorizes the Commission to use the State of NJ Cash Management Fund and PNC Bank as the two official depositories. The resolution was unanimously approved on a motion by W. Wallace and a second by B. Asare.

Resolution #2024-12-10 Designating Official Newspaper (Attachment 12)

The Star Ledger was designated the official newspaper by resolution. A motion to approve was made by W. Wallace and a second by M. Fonzino. The motion passed unanimously.

Cost of Living Increase (COLA)

The Finance and Personnel Committee recommended a 2% COLA for 2025. This increase was approved unanimously on a motion by C. Davenport and a second by G. Miranda-Diaz.

Essex County Health Officer's Association Update

W. Wallace presented recent activities. He discussed the need to reach out to EMS to partner with public health. C. Davenport discussed a leadership training in conjunction with financing from the County of Essex. The training would provide leadership training for staff members in health departments to assist in preparing future managers and health officers (succession planning). There was a discussion about the HO exam and the low passing rate. M. McGowan mentioned that the Newark Health Department is still seeking a new assistant health officer.

There being no further business the meeting was adjourned by M. Raimo at 12:14 pm.

I, Carrie Nawrocki, Executive Director of the Essex Regional Health Commission do hereby certify that the foregoing are the minutes of a meeting held on December 10, 2024.

In witness whereof I have hereunto set my hand on this 18th day of March in the year 2025.



Carrie Nawrocki, Executive Director