

ESSEX REGIONAL HEALTH COMMISSION

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Carrie Nawrocki, Executive Director

Commission Meeting

September 30, 2025

Opening of the Meeting

M. Raimo opened the meeting at 11:40 a.m. by declaring that it had been duly advertised in accordance with Chapter 231 of the New Jersey Open Public Meetings Act of 1975.

Attendance

Present

M. Raimo, President
V. DeFilippo
C. Davenport
K. Costello
G. Miranda-Diaz
M. O'Reilly
B. Asare
M. McGowan
C. Nawrocki, Director
A. Monaco
L. Anello

Absent

P. Dillon
M. Fonzino
W. Wallace

Minutes of the Meeting of June 17, 2025

The minutes were approved unanimously on a motion by C. Davenport and a second by M. McGowan (Attachment 1).

Expenditure Report for June 15, 2025 – September 15, 2025

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

Announcements

C. Nawrocki announced that the audit report for 2024 was still being finalized and will be presented at the board meeting in December.

New Business

Budget Amendment 2025

M. Leguizimon presented amendments for the 2025 budget (Attachment 3). A motion to accept the budget amendments was made by V. DeFilippo and seconded by B. Asare. The motion passed unanimously.

Budget and Budget Resolutions 2026

The 2026 Commission budget was presented to the board (Attachment 4). Resolution #2025-09-03 (Attachment 5) adopting the 2026 budget was passed unanimously on a motion by V. DeFilippo and a second by A. Monaco.

Equipment Disposal

Upon motion by M. O'Reilly, second K. Costello, the recommendations for equipment disposal (Attachment 6) were unanimously approved.

CEHA Shared Services Agreement Update (FY 2025 and FY 2026)

C. Nawrocki presented the shared services agreement with the Essex County Health Department, Office of Public Health Management regarding the County Environmental Health Act (CEHA) (Attachment 7). This had been approved via email vote and was ratified unanimously upon motion by G. Diaz, second A. Monaco.

Essex County Health Officer Association Update

C. Davenport shared brief updates from the association.

Personnel Finance Committee Recommendations

On behalf of the Personnel and Finance Committee, C. Nawrocki presented recommendations from the committee meeting held on September 24, 2025. Due to the annual CEHA shared service agreement not being renewed by the Essex County Department of Health, Office of Public Health Management, two positions (Deputy Director and Environmental Specialist) were eliminated at the commission. With the elimination of the Deputy Director position, R. Budris retired at 22 years of service. Given the circumstances, the committee recommended the payout of accrued sick time that typically would require 25 years of service for eligibility be provided to R. Budris, prorated to the 22 out of 25 years.

The board unanimously approved the prorated payout of accrued sick time on motion by G. Diaz, second A. Monaco.

There being no further business the meeting was adjourned by M. Raimo at 10:55 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 September 30, 2025.

In witness whereof, I have hereunto set my hand on this 2nd day of October in the year 2025.



Carrie Nawrocki, Executive Director