

# ESSEX REGIONAL HEALTH COMMISSION

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Carrie Nawrocki, Executive Director

Commission Meeting  
June 23, 2015

## Opening of the Meeting:

L. Anello opened the meeting at 10:19 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  
T. Denova  
C. Britton  
S. Portuese  
T. Restaino  
R. Roe  
K. Costello  
A. Nazir (arrived 11:12)  
R. Evans

C. Nawrocki, Director  
R. Budris, Deputy Director

## Absent:

B. Wallace

## Minutes of the Meeting of April 28, 2015:

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

## Expenditures of the period May 1, 2015 thru June 15, 2015:

The expenditure report was unanimously ratified on motion by M. Raimo, and seconded by T. Denova (Attachment 2).

## Announcements:

Update on Lassa Fever Investigation: V Dave shared with the Commissioner's ERHC's role in assisting with the Lassa Fever outbreak investigation in Commission towns.

Medical Needs Shelter Table Top: C. Nawrocki discussed the upcoming Medical Needs Sheltering Table Top Exercise that is being conducted in Short Hills on June 25<sup>th</sup>.

**New Business:**

Public Health Emergency Preparedness Grant: A motion to enter into a contract with the State Department of Health for the Emergency Preparedness Grant was approved unanimously. The motion was made by M. Raimo and seconded by V. DeFilippo (Attachment 3).

ENTER CLOSED SESSION

RETURN FROM CLOSED SESSION

Proposal to Accept RFP for Consulting Services: A motion was made for ERHC to issue a request for proposals for a consultant to provide epidemiological, health education and grant services (the RFP will be amended to add this service) was passed unanimously. The motion was made by R. Evans and seconded by V. DeFilippo (Attachment 4).

Acceptance of a Bid for Consulting Services: A motion was made by R. Evans and seconded V. DeFilippo for the Director in conjunction with the Finance and Personnel Committee to review and accept the best bid that meets the Commission's generated by the proceeding RFP. This motion was passed unanimously.

Equip Inspectors with CO monitors: A motion was made by K. Costello and seconded by T. Denova to purchase CO monitors for \$800 to equip the field staff with personal CO monitors. The motion passed unanimously.

Resolution for Auditor's Appointment: R. Budris discussed the new maintenance guidelines our inspector would hand out during physical inventory.

**Old Business:**

None

There being no further business the meeting was adjourned by L. Anello at 11:45. I, Carrie Nawrocki, Director of the Essex Regional Health Commission do hereby certify that the foregoing are the minutes of a meeting held on twenty eighth day of April, 2015.

In witness whereof I have hereunto set my hand on this fifteenth day of September, 2015



Carrie Nawrocki, Director