

**Hudson Regional Health Commission
Commission Meeting
September 19, 2024
10:00 am**

MINUTES

Opening of the meeting: This meeting was opened at 10:13 AM by President J. Sarnas who declared it had been advertised in accordance with the Open Public Meeting Act, Chapter 231 of the laws of 1975.

Attendance:

J. Sarnas
A. McNair
C. Cirillo
J. Castro
V. Rivelli
P. Bellan-Boyer
T. Siciliano (alternate)
N. Tarantino
S. Tattoli (alternate)
G. Jeffas

J. Napolitano, Counsel
C. Nawrocki, Director
M. Leguizamon, CFO

Absent:

S. Cavanaugh
A. Mansilla

Minutes of the meeting of June 20, 2024 were unanimously approved as written and submitted on motion by P. Bellan-Boyer, second A. McNair (Attachment II)

Announcements:

Director's Report

C. Nawrocki presented the Director's Report for June to September 2024 with detailed information on Commission programs and events.

SLF Program 2024

G. Williams updated the board on the current mosquito season noting that West Nile Virus levels in mosquitos were higher this year compared to past several years.

2023 Audit Update

C. Nawrocki updated the board that the audit report for 2023 is not yet complete. She will send to the board when it is final.

Expenditures Report for June 16, 2024-September 15, 2024 was ratified upon motion by G. Jeffas, second V. Rivelli, and unanimously carried. (Attachment III)

Old Business:

Correction to minutes of March 21, 2024

A correction is needed to the minutes of the board meeting held on March 21, 2024. The agenda reflected the discussion, the resolution was presented and unanimously approved, but it was not captured in the printed minutes. This is updated in the corrected minutes for the Resolution 24-03-10

Shared Services Agreement with West Orange Resolution #24-03-10

C. Nawrocki updated board on a request from the Township of West Orange for health officer coverage. Upon motion by V. Rivelli second J. Castro, the board unanimously approved entering into the agreement and approved Resolution #24-03-10 (Attachment XIII).

New Business:

Resolution # 24-09-12 Rejecting Bid/No Bid (Bid 24-003) Request for Bids for COVID Vaccines

C. Nawrocki presented Resolution #24-09-12 (Attachment V) allowing the Commission to negotiate for COVID vaccine for the 2024/2025 season. There were none available on state contract and the Commission advertised twice for bids but did not receive any. Upon motion by P. Bellan-Boyer, second J. Castro, the board unanimously accepted proposal.

Budget Amendment 2024

M. Leguizamon presented the budget amendments for the 2024 Commission budget (Attachment VI). After discussion, the 2024 amendment was unanimously approved on motion by V. Rivelli, second G. Jeffas.

2025 Budget and Resolution

M. Leguizamon presented the 2025 Budget (Attachment VII). The 2025 Budget was approved and Resolution #24-09-13 (Attachment VII) was unanimously approved upon motion J. Castro, second B. Manso.

Equipment Disposal- Out of Use Vehicle (2008 Toyota Prius)

C. Nawrocki discussed selling the out of use vehicle, 2008 Toyota Prius (Attachment VIII) Upon motion by N. Tarantino, second A. McNair, P. Bellan-Boyer abstained. The recommendations for the equipment was approved.

HCIA Contract

The board reviewed the proposal for Hudson County Improvement Authority Contract (Attachment IX). The County, the Commission, and HCIA recognize that it is in the best interests of the county's residents to eliminate duplication of effort, and to benefit from cost savings derived by having these specific County Environmental Health Act requirements subcontracted by the Commission to HCIA. After discussion, upon motion G. Jeffas, second N. Tarantino.

Resolution Shared Services Agreement West Orange #2024-09-14

C. Nawrocki presented Resolution #2024-19-14 (Attachment X). This resolution is a follow-up to the shared services agreement with West Orange. Upon motion by V. Rivelli, second J. Castro.

EBL Agreement Guttenberg

The Interlocal Agreement between the Township of Guttenberg and the Commission for the three-year period of October 1, 2024 to September 30, 2027. Upon motion by P. Bellan-Boyer, second A. McNair, with J. Castro and C. Cirillo abstaining (Attachment XI).

Personal Finance Committee Recommendations:

The board went into closed session to discuss recommendations by the Personnel Finance Committee upon motion by P. Bellan-Boyer, second V. Rivelli.

Following discussion, the board went into open session upon motion by A. McNair, second V. Rivelli.

The following recommendations of the committee were unanimously approved upon motion by V. Rivelli, second J. Castro.

Changes to salary schedule due to updated job description and job requirements:

Public Health Preparedness Representative

Level 1 \$55,000

Level 2 \$61,000

Level 3 \$68,000

Title Changes:

The following recommendations of the committee were unanimously approved, authorizing the Director to make the following title changes and level increases, upon motion by V. Rivelli, second J. Castro.

M. Ayala from COVID Generalist to Public Health Preparedness Representative Level 3 effective October 1, 2024.

A. Pugliese from LINCS COVID Data Manager/ Epidemiologist to Epidemiologist (effective July 1, 2024, approved via email).

Level Increase:

D. Dominguez from Environmental Inspector Level 2 to Level 4.

There being no further business, the meeting was unanimously closed at 11:20 am on motion A. McNair, second V. Rivelli.

I, Carrie Nawrocki, Director of Hudson Regional Health Commission do hereby certify that the foregoing
are true minutes of a meeting held on September 19, 2024, in witness whereof I have set my hand
this 5 day of December 2024.



Carrie Nawrocki
Executive Director