



NEW JERSEY LOCAL BOARDS OF HEALTH ASSOCIATION

Regular Meeting Location

South Brunswick Municipal Center

540 Ridge Road

Monmouth Junction, New Jersey 08852

P.O. Box 5069

Kendall Park, NJ 08824

Date: May 13, 2017

Time: Convened 10:50am

Minutes

Meeting call to Order: Christine Harris, President

Pledge of Allegiance: 10:52am

Members Present: John Saccenti Exec VP, Steve Papenberg Treas, Walter Stein Secretary, Paul Roman, Michael Richmond Attn, Bob Uhrick, Ken McCormick, Rochelle Evans, Jahari Shears and Danielle King.

Members Absent: Nancy Wilson VP Membership, Valarie Williams VP Communications, Dr. Harris Levine, Joe Principe and Jo Hochman Legislative liaison.

Approval of previous meeting minutes: April 8, 2017 Mentioned by Harris, seconded by Saccenti; approved by unanimous vote.

Discussion Topics:

***Newsletter:** Delay in publication; obtain materials from VP of Communication Valarie Williams; via in-person or a certified letter. Michael Richmond and John Saccenti will pursue this issue.*

***Suggested New Meeting Times:** Possible weekday night meetings and host meetings in other locations. Suggestion to invite award winners to attend meetings.*

***Membership Committee update:** Steve Papenberg; 64 members have paid and 10 are expected to renew; Somerdale is going to become a member. Nancy has been reaching out and visiting different counties and she is making great progress. Suggestion; to create a letter regarding recruiting new members using recognition as an incentive. Paul Roman; would like to be added the membership Committee. Paul Roman noted the list is outdated and needs to be updated; and he is compiling a new rooster with an updated mailing information. Paul Roman recruited Long Branch and Colts Neck and is working on others. Suggestion: to request a grant for the newsletter.*

President Christine Harris has appointed Paul Roman to the Membership Committee

***Ex Officio Member Bob Uhrich:** The NJEHA Fall meeting is coming up they are working on finding the location. They are looking at online services for membership management and other services. They are seeking a keynote speaker for the annual conference*

***Training Manual Update:** The manual has a different cover; the symbol was added and the manual is 7 pages longer than the previous one. Members are to review and submit revised and corrected manual within 5 days.*

***Treasurer Report:** Treasurer Papenberg: As of 2017 balance \$10,775.32
- \$27.50 John Saccenti reimbursement
- \$131.52 for John Saccenti, NJ environmental health reimbursement*

Motion to accept treasurers report: Mentioned by Harris, seconded by Saccenti; approved by unanimous vote;



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Meeting Dates:

- June 3, 2017 is the next meeting day
- July 15, 2017
- September 16, 2017
- October 7, 2017
- November 4, 2017
- December 2, 2017

Annual Dinner Thursday, December 7, 2017

Other business/open discussion:

- Jahari & Danielle Legislators for recognition
- Federal Funding (CDC) is getting cut; Write Rodney Frelinghuysen as a board
- National Network of Libraries of Medicine, Middle Atlantic Region; asking if we can sign up. We would have access to possible grants
- Conference on Maternal Child Health for 6.5 CEUs in Newark June 2nd \$75.00
- Searching for a Secretary \$100 for 6 hours

Motion to accept hiring a Secretary: Mentioned by Harris, seconded by Saccenti; approved by unanimous vote;

Motion to Adjourn, all in favor.

Adjournment: 12:35 pm

Submitted by: Danielle King & Jahari Shears