



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

MINUTES

Date: March 10, 2018

Time: 10:30 a.m.

Meeting called to Order: by President Christine Harris

Pledge of Allegiance:

Member roll call: Christine Harris, John Saccenti, Steve Papenberg, Michael Richmond, Paul Roman, Nancy Wilson, Rochelle Evans

Members Absent: Walter Stein, Joe Principe, Bob Uhrik, Valarie Williams, and Jo Hochman.

Excused: Dr. Harris Levine

Motion for Approval of January 13, 2018 meeting minutes: Motioned by Paul Roman and 2nd by Christine Harris. Unanimous approval.

Motion for Approval of February 10, 2018 meeting minutes: Motioned by Rochelle Evans and 2nd by Nancy Wilson. Unanimous approval.

President's Announcements:

- On February 21st. the WIC Program East Orange, NJ, held a special event in honor of Black History Month.
- President Harris was unable to attend the NJEHA Annual Conference Atlantic City on March 4-6, 2018: John and Nancy attended and provided their reports.
 - Website updates with new Main Menu items: Legal/Legislative & DOH
 - New DOH information posted
 - Education seminars and education
- Membership thank you letter has been completed and sent to Steve.
- The League of Municipalities was contacted: A letter was submitted to Carey, to comply with their publication format.
- Estimates of publication cost to be determined when the finished product is reviewed with the League publications contact.

Discussion Topics:

- The question was discussed as to an article or an ad in the League Magazine.
- Paul recommended purchase of a 1/2-page ad in the League of Municipalities Magazines just prior to the Annual Meeting: If agreed information must be sent to the publisher no later than September 1st, for the November issues. A motion for approval was made by John and 2nd by Michael and unanimously approved.
- President Harris will add "Job Opportunities to the Web Site.



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Treasurer's Report: Steve Papenberg Reported...

- Balance as of January 31, 2018, \$8,930.21
- Balance as of February 10, 2018, \$8,485.89
- Current Balance: \$8,624.55
- Steve is working on the Annual Report for NJLBHA's tax filing.
- A recommendation was made that we track members via a data base, this lead to further discussion.

Membership Committee: Nancy Wilson, Steve Papenberg, John Saccenti, Paul Roman

- Winslow Township's address needs to be corrected.

Communications : VP of Communications, Valarie Williams; absent

Reports:

- Nancy and John reported on the NJEHA Conference, Atlantic City on March 4-6, 2018
- The NJLBHA booth was well attended (many Interns) and people asked many questions.
- NJLBHA was mentioned in a presentation by an official from the NJ DOH.
- John provided a class on new animal control legislation, Copies of the NJLBHA Newsletter were distributed (a copy will be sent to Valarie), copies of NJLBHA brochures and the Orientation Manual were also distributed.

Legal: Attorney Michael Richmond Reported...

- Legislative day for public health will be May 9th -11th; where we will be allowed to give literature and recommendations to legislators in Trenton.
- Many towns in NJ are moving under the Faulkner Act.
- Michael Richmond will be working on a presentation for the NJACCHO via their president.
 - "Risks and Benefits of a NJLBHA"
- Michael is working on the orientation manual which will include generic Examples such as:
 - Model ordinances for establishing an advisory board;
 - Responsibilities and Structure with a focus on their function,
 - Statutory references and he will also tie them in to the new orientation manual.
- Michael recently provided advisory support to Cherry Hill in this regard.
- Community Health Improvement Plans (CHIP) and BOH involvement will also be included.
- John Saccenti is planning a class for Animal Control Officers (ACO) on the new animal cruelty laws

PHACE: Paul Roman Reported...

- The meeting between PHACE and the Nicholson Foundation has been rescheduled due to the weather; meeting to take place here in South Brunswick.



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- *He will try to meet with Dir. Shereen Semple after this meeting, for the status of the merger of Mental Health under the DOH.*
- *Recommended that the new orientation manual be sent to this board for approval; also to the Health Officers (in an effort to get their buy-in) with a deadline for comment.*
- *An e-mail from Kevin McNally on 2/15/2018 was shared with the board.*
- *Distributed literature of a possible vendor for data retention. Discussion ensued without conclusion.*

Other Business / Open Discussion

Motion to Adjourn – *All in favor*

Adjournment: 12:55pm

Respectfully submitted,

Rochelle Evans