



# **NEW JERSEY LOCAL BOARDS OF HEALTH ASSOCIATION**

**Regular Meeting Location**  
**South Brunswick Municipal Building**  
**540 Ridge Avenue**  
**South Brunswick, New Jersey**

**P.O. Box 5069**  
**Kendall Park, NJ 08824**

## **MINUTES**

**Date:** May 5, 2018

**Time:** 10:30 am – 1:00 pm

**Meeting called to Order by:** Christine Harris, President

*Pledge of Allegiance:*

**Members Present:** Nancy Wilson, Levine Harris, Stephen Papenberg, Jo Hochman, Michael Richmond, Paul Roman, Christine Harris, Rochelle Evans.

**Members Absent:** John Saccenti, Bob Uhrik and Valerie Williams

### **Approval of April 21, 2018 meeting minutes-**

President Harris requested an updated treasurer's report to reflect account activities after March 31, 2018 for the month of April. Stephen Papenberg reported as follows; "one expenditure in April of \$334.94 to Carey for the website upgrade, leaving a balance of \$9,079.60. a motion to accept was made by Nancy Wilson and 2<sup>nd</sup> Paul Roman. The minutes were unanimously approved with no other corrections.

**Approval of May 5, 2018 meeting minutes -** Motioned by Steve Papenberg, 2<sup>nd</sup> by Rochelle Evans. Unanimous approval.

### **President's Announcements:**

- Asked Carey to review "Wild Apricot" online management tool.
- What's Going on In Your Town will be added to our website.
- Changes to the B.O.H. orientation manual as presented by Attorney Richmond.

### **Discussion Topics**

#### **Legal** – Attorney Michael Richmond

Discussion ensued describing the different forms of government in New Jersey and their impact on department of health functions, authority regarding policy, types of boards of health and staff employment. Current issues regarding three different municipalities were shared.

BOH Orientation Manual- Upon completion each board member will receive a copy.

Immunization bill- The state assembly passed it and the bill is currently in the Senate.

Literature- The League of Municipalities has published two books on local government Service in New Jersey and our forms of government. He recommended that the board members take the time to read; "History of Local Government Service in New Jersey" and "Forms of Local Government in New Jersey".



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### **Report State legislative liaison**- Jo Hochman

The League of Municipalities meets next Friday, and many people are working on the pending legislation on Marijuana. It is broken down into many aspects approximately 25 different categories that will be affected. There are many pros and cons. Discussion ensued regarding its legalization. there is currently no date pending for passing this legislation.

### **Membership Committee** - Nancy Wilson, Steve Papenberg and Paul Roman.

Wild Apricot- Cost will be \$540/year and \$60/month. This program accepts payment, enrolls and tracks membership. It will require online enrollment in order to enable tracking of the membership numbers. Wild Apricot may also support the on-line board certification process.

Question: Most of our membership payments and enrollment occurs by way of municipal vouchers. If Wild Apricot is unable to process municipal vouchers as the form of payment, we may not be able to benefit from their services. Steve and Paul will research these issues and report back at the next meeting.

Steve Reported- One difficulty in recruiting membership, is that enrollment literature does not always reach local B.O.H. members; therefore, he will break down membership by county and reach out to them "face-to-face" to identify a specific individual to communicate with.

### **PHACE**- Paul Roman, Steve Papenberg

Steve attended a meeting at the Bloustein School of Planning and Public Policy. Guest speaker Dr. Jackson from California will be meeting with the new commissioner for health and the governor. Copies of the "Transition Letter" were handed out to board members while one was provided to Dr. Jackson at that meeting. A survey is pending from Kevin Sumner regarding the formalization of PHACE. A meeting with the Nicholson Foundation is still pending. PHACE is still planning to attend one of our meetings in the future to further explain this collaborative. Legislative days are confirmed as June 11th and June 14<sup>th</sup>. The Office of Local Public Health is meeting on June 18th at 3100 Quakerbridge Rd.

### **Treasurer's Report**- Stephen Papenberg

A request was made for the approval of two pending expenditures: a. Travelers Insurance \$271.00. b. Donation of \$50.00 to the Abramson Cancer Institute of the University of Pennsylvania on memorial of Nancy Wilson's Mother. A motion was made to approve these pending expenditures, by Christine Harris and 2nd by Rochelle Evans; a vote was taken, and the motion was unanimously approved.

### **Communication - Newsletter** – Valarie Williams (Absent)

### **Reports by Ex-Officio Members** – Bob Uhrich - (Absent)



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### ***Other Business/Open Discussion-***

Date for our Annual Awards Dinner is tentatively December 6, 2018.

First Saturday in December is tentative date for our final meeting this year at Mr. Saccentin's home.

Regrets for John Surmay, passed away; passed health Officer in Elizabeth.

*Committee Discussions:* Adjournment: 1:00 p.m.

Respectfully submitted,

Rochelle Evans, Secretary