



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

EXECUTIVE COMMITTEE (EXCOM)

MEETING MINUTES

March 12, 2022 * 10 am * By Zoom

1. Call to Order at 10:26 am
2. Salute to the Flag
3. Attendance
 - Voting EXCOM Members Present – George Diferdinando, Jeremy Grayson, John Saccenti, Steve Papenberg, Joan Valas, Paul Roman
 - Past Presidents Present (other than Elected Officers) – Christine Harris
 - Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) – Michael Richmond, Julie Moy
 - Liaisons Present – None
 - Guests Present – Tom Harrity, Middlesex Board of Health, Joellen Bostick, Englewood Board of Health, Steve Ember, Middlesex Board of Health,
 - Absent – Laura O’Reilly–Stanzilis, Dianna Lachman
4. Approval of Minutes of Previous Meeting(s) – February 19, 2022
Meeting minutes dated February 19, 2022 – MSP: Papenberg, Saccenti
5. **Secretary’s Report** – Including Correspondence – None

6. **President’s Report**

President Roman reported that Nancy Wilson resigned from this Board due to work and personal obligations. President Roman read his email accepting her resignation on behalf of this Board.

President Roman reported that Rutgers is hosting their 27th Annual Public Health Symposium on April 4, 2022. Topic is “*Authentic Communications for Strengthening Trust in Public Health.*”

President Roman reported he signed the letter of support to the National Council on Non–Profits regarding the work force shortage relief.

President Roman reported that he was invited to attend Norwood, NJ local Board of Health by Zoom. President of the Board is Barbara Finelli. He provided the Board NJLBHA information and in invited them to join; they will decide next month.

President Roman reported that he communicated with Shereen Semple, Director of the Office of Local Public Health, asking to be included in the Commissioner’s Stakeholders Meetings. He did not get a response from her but received a 24–hour Stakeholders’ meeting notice with the Commissioner to discuss the budget. There was no discussion on public health; only spoke about health care.

President Roman reported was that he was contacted by Michael Sprague, Esq. in Hackensack. Mr. Sprague is looking for a retired Health Officer to do an inspection at a hotel in Wayne, NJ. President Roman was able to connect Mr. Sprague with an inspector who is willing to assist him.



President Roman reported that the name change on our training certificate was completed.

7. Executive Vice President's Report – John Saccenti

Mr. Saccenti reported that he attended several meetings at Pierre's where there were approximately 90 and 150 attendees, not wearing masks. Mr. Saccenti stated that we should begin thinking about planning to have a live annual dinner where we honor and distribute awards. Per President Roman, we lose money at the dinner; we paid for approximately 60% of the attendees when we should have paid only for awardees not their guests. Mr. Saccenti opined that this is an important public relations opportunity and to honor professions in the field. There was discussion on the cost to host a dinner and how much we would get out of it. A subcommittee will be formed to further discuss the dinner. Mr. Richmond suggested we include PHACE groups so we can not only share costs, but utilize their PR marketing mechanisms. He also suggested we cut down on our awards and allow the other organizations to also distribute awards to their honorees. President Roman stated that he will discuss with the PHACE group for their opinion.

8. Treasurer's Report – Steven Papenberg

Mr. Papenberg reported that there are approximately 25 new members.

9. Presentation and Approval of Bills

Mr. Papenberg reported on current balance and expenditures.

Mr. Papenberg received Ms. Chelenza's amended invoice for \$641.70; she was overpaid in 2021 by \$525. He will scan and send copy to Mr. Saccenti.

The motion to approve the payment of the two invoices: MSP: Saccenti, Valas

10. Legal Counsel's Report – Michael Richmond

Advisory Board items

Mr. Richmond did not get the opportunity to meet with Ms. Harris. However, the items are ready to go into the manual with some filtering then placement.

We can move forward on the other verbiage; he was waiting to see if there would be changes with the Legislature allowing for local elected officials to be Local Boards of Health. If this passes, instructions to governing bodies on how to serve as a local board of health will be needed. The Bill passed in the Senate and not in the Assembly. A new Bill will probably be introduced. Mr. Richmond reported that he is working on the training video and he is trying to keep the timing to a limit of 45 minutes and into two segments, approximately 20 minutes each.

Sustainable Jersey

Mr. Richmond reported that he submitted the same paperwork regarding the Advisory Boards to Sustainable Jersey. This will be part of their scoring capabilities. Sustainable Jersey was to pick a community by March 1st; the chosen community will provide input on their evaluations and their needs. This is their first step towards their certification. Mr. Richmond is waiting for the announcement of which community was chosen.



Sustainable Jersey will have a session where their groups will provide a short presentation, annually; this will start back up. Mr. Richmond would like to see the Governing Body and Advisory Board concept presented.

Board Secretary

Mr. Richmond reported that President Roman referred someone to him who made an inquiry asking if a sitting member of a local board can be compensated for services rendered as the secretary to board; Mr. Richmond explained the statute. He was not able to determine if the inquirer was on a Board and what they are considering on doing.

Mr. Richmond stated that we need to focus on the Governing Bodies becoming the Local Boards of Health and the Local Boards of Health's preparedness. Mr. Richmond will be hosting seminars through CDI that will hopefully make people think about issues to be prepared for. Dr. Diferdinando stated that he used to manage the NJ Center for Public Health Preparedness. He explained what they did in the community. He will speak with Mr. Richmond on what worked and did not work.

11. Committee Reports

A. *By-Laws* – will be discussed under Old Business

B. *Finance* – Nothing to report

C. *Membership*

President Roman reported that he updated the membership letter. Mr. Papenberg will include the revised letter with the membership cards.

President Roman reported that he was in contact with Borough of Mendham Mayor Christine Serrano Glassner by email and invited them to join our Board; no response to date.

President Roman reported that the NJLBHA President email receives a lot of spam emails and is time consuming to filter. The Middlesex County Health Dept. asked if Lester Jones can join for \$20; President Roman signed off on the voucher. President Roman signed off the completed voucher from the Monmouth County Board of Health.

D. *Legislative*

President Roman reported that he had scheduled meetings twice with his Senator, Vin Gopal; both were canceled. Senator Gopal is the new Chairman of Education in the Senate. President Roman has a third meeting scheduled with the Senator to discuss a range of Public Health items and EMS. President Roman opined that Senator Gopal's support of this Association is important. Mr. Saccenti stated that the type of non-profit NJLBHA is, we are precluded from supporting political campaigns, but we can support educational work. Dr. Diferdinando explained how they supported politicians with the American College of Physicians at national and state levels. Mr. Richmond clarified how we can support a bill.

E. *Communications* – Including Newsletter(s) and Website – Joan Valas

President Roman would like newsletter out April/May. Ms. Valas needs a template and will work with Ms. Chelenza and President Roman; they need to discuss what he would like to see in the newsletter. Ms. Harris asked what the difference between the newsletter and email blast; broader information in the newsletter. Updated information should be included on the website. There was



discussion as to whether a newsletter is needed since we are sending “*On Board*” email blasts and updating the website with information. Tom Harrity, Middlesex BOH opined that the more opportunities to communicate any issues the better. Steve Ember suggested we keep it brief. We will consider a survey to see if people are interested in newsletter and to make sure they are getting the email. There was discussion on how much content should be provided. President Roman had certain information sent out by Ms. Chelenza to all the email addresses. He will draft a survey to send out to see what people are interested in seeing and how frequently.

Intern Application

President Roman reported that he received the intern application for Montclair and Rutgers Universities; he needs to review and complete. He will meet with Sarah Kelly from Rutgers University, School of Public Health (SPH), to discuss the program. He will contact Colleen McKay Wharton, also from Rutgers’ SPH, regarding the education program. Ms. Valas reported that she was in touch with Montclair State’s coordinator, Dena Quinones; she is waiting to hear back from her. She will gather information on what their program requirements are.

Social Media

President Roman reported that on the bottom of our website it links to our social media accounts that have old information listed. Ms. Chelenza needs access to the accounts to update. Laura O’Reilly–Stanzilis should have information; she was in charge of communications when it was set up. President Roman will reach out to her; Ms. Valas will assist with social media.

F. *Audits* – not applicable

12. Liaison Reports – None

13. PHACE Report

President Roman reported that they will be meeting March 28, 2022. They will discuss and finalize new logo and discussing formalizing PHACE.

President Roman reported that the Governor vetoed the Cottage Food Bill/Home Baker Bill; no reason given. Mr. Uhrik contacted the Governor’s office; staff stated the current regulation stands. President Roman explained what this meant.

14. Old Business

By–Laws

President Roman reported that the change to the By–Law quorum to four was sent to all members for comments; none were received.

The motion was made for final approval for the By–Law quorum change to four; MSP: Valas, Harris

Motion passed. The quorum is now officially 4.

Fiscal Report

President Roman sent to all members, the budget and end-of-year report; he went over the budget. There was discussion on cost to host dinner, awards’ cost and publicity it generated.



The motion was made to approve the budget: MSP: Papenberg, Harris
Opposed: Saccenti

15. New Business

President Roman reported that a group funded by the Nicholson Foundation (now defunct) and RWJ Foundation decided with the Commission of Health, that there is a need for an institute. PHACE has been pushing for an institute since formed. He reported that they hired Erin Marsaile from the National Network of Public Health Institutes and Silvia Bookbinder, long time Public Health Leader. They then put together a design team. He explained what their roles are supposed to be. They created a report, which President Roman suggested the members read. He will send the link out to all members and put on website.

American Public Health Association (APHA) Newsletter

President Roman reported that there was article about rebuilding public health infrastructure that the members may find interesting.

16. Public Comment

Steve Ember, Middlesex County Board of Health reported that his town is experiencing issues with pollution from neighboring township; he asked for advice on what steps they can take. Mr. Richmond asked if they contacted the NJDEP; yes, no help. Mr. Ember stated the odor is foul and he has seen dust flurries falling from the sky; residents are very upset. It was suggested that he contact Bob Uhrik for assistance.

Cannabis – George Diferdinando

Dr. Diferdinando reported that he gave a presentation to the Princeton Board of Health on his cannabis findings. Princeton BOH is forming a Cannabis Task Force. The bigger issue is the potential health impact of cannabis use in NJ and how it affects the work force. There were continued discussions on cannabis use and its developments.

18. **Announcement** – Next Meeting Date, Time, and Place
April 9, 2022 at 10 am by Zoom

19. Adjournment

The motion was made to adjourn at 12:27 pm; MSP: Harris, Papenberg

Respectfully submitted by:

Julie M. Moy
Recording Secretary