



## 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

July 16, 2022 \* By Zoom

---

1. Call to Order – 10:10 am
2. Salute to the Flag
3. Attendance
  - Voting EXCOM Members Present – Paul Roman, John Saccenti (LE 10:30 am), Steve Papenberg, Jeremy Grayson, Robert Uhrik
  - Past Presidents Present (other than Elected Officers): – Christine Harris
  - Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) – Julie Moy
  - Liaisons Present –
  - Guests Present –
  - Excused: Valas, George Diferdinando Laura O'Reilly–Stanzilis
  - Absent –
4. **Approval of Minutes** – June 25, 2022  
Meeting minutes dated June 25, 2022 – MSP: Papenberg, Harris      Abstained: Uhrik
5. **Secretary's Report** – Including Correspondence – None
6. **President's Report**

President Roman reported that he met with Lauren Skowlowski, Sustainable NJ to discuss the action and assessment plans they published that kicked off the Gold Star program. President Roman edited some of the documents and hopes she will re-publish with revisions. President Roman reported that some towns are moving forward and applying for the Sustainable Jersey's Gold Star program. He described some of the requirements to achieve the Gold Star Standard.

President Roman reported that there are no updates on the ARPA Funds for Regional Health Commissions. There is a lot of money still available but not available to be released.

President Roman reported that the NJ Association of County and City Health Officials (NJACCHO)'s *For Action* button has been added to our website under the Link tab.
7. **Executive Vice President's Report** – John Saccenti  
Mr. Saccenti reported that he picked up two boxes of LBHA' related materials from Cookie Richmond. He, President Roman and Treasurer Papenberg will meet to go through Mr. Richmond's materials.



**8. Treasurer's Report – Steve Papenberg**

Mr. Papenberg provided the financial report to date. He still has to apply for the debit card at Capitol One. Ms. Chelenza recommended that we consider moving to TD Bank; they are more receptive to working with organizations and not charging or some processing fees.

*Presentation and Approval of Bills*

Invoices: Ms. Moy (\$100), Ms. Chelenza (\$437.50) and GM Trophy (\$165)

The motion was made to authorize payments; MSP: Harris, Saccenti

**9. Legal Counsel's Report – No report**

**10. Committee Reports**

A. *Finance* – President Roman reported that the State is still negotiating terms and how it should be spent with NJACCHO, for the federal funds that is to be divided up between the Health Depts.

B. *Membership* – Mr. Saccenti is working on the letter; should be out this week. Per President Roman, he asked Ms. Chelenza to send a reminder email blast on August 1<sup>st</sup> to join; there will also be notice on website.

C. *Legislation* – Per President Roman, the Public Health Priority Funds (PHPF) Bill is still out there. This is a Bill to restore PHPF; we are trying, through Vin Gopal's Bill to make it permanent (S2413 and A4115).

D. *Communications* – Including Newsletter(s) and Website

President Roman reported that he spoke with Ms. Valas. He stated that he has not acted on the Rutgers offer yet. It is important to secure an intern to assist with marketing and recruitment. Rutgers will upgrade the training program and testing at no cost to us. Montclair State will provide an intern. President Roman and Ms. Valas will work on the paper work later this month. The goal is to get an intern in the Fall. He explained the initial project that will be assigned to the intern.

President Roman reported that he has Ms. Chelenza doing updates on the website. Practice Standards will be moved to home page for easier access. The following statement and forms will be placed on the website: Policy Statement regarding Signature Authority for Endorsements and the form requesting their link to be added onto our website. Ms. Harris commented that the home page already has a number of items listed; President Roman agreed however, people are looking for the links. He asked Ms. Chelenza to have the email blast listed under the newsletter section. He stated that Ms. Chelenza is big on using Constant Contact to reach people. We need the debit or credit card for her to use to pay Constant Contact monthly.

**11. Liaison Reports**

Bob Uhrick reported that NJEHA have started the Fall Conference Planning; he will email information out when finalized.



**12. PHACE Report**

President Roman reported that the next PHACE meeting is July 25, 2022; he recited items on the agenda. We offered to collaborate for awards events; the other associations want to host their own events.

**13. New Business**

President Roman reported that our event will be on Thursday, December 15, 2022. We still need to decide if it will be live or Zoom. Ms. Stanzilis suggested at the last meeting that we should consider having a panel discussion if we go live.

*New Member at Large*

President Roman welcomed Mr. Uhrik as newest EXCOM member.

**14. Announcement of Next Meeting**

August 20, 2022, 10 am by Zoom

**15. Adjournment**

The motion was made to adjourn at 10:52 am, MSP: Harris, Papenberg

Respectfully submitted:

---

Julie M. Moy  
Recording Secretary