



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 15, 2023 * 10 am * By Zoom

EXECUTIVE COMMITTEE (EXCOM)

1. Call to Order – 10:22 am

2. Salute to the Flag

3. Attendance

- Voting EXCOM Members Present — Paul Roman, John Saccenti, Steve Papenberg,
- Past Presidents Present (other than Elected Officers) — Christine Harris, Laura O'Reilly–Stanzilis
- Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) — Julie Moy
- Liaisons Present —
- Guests Present — Ken Laloma (Dept. of Health), Steve Ember (Middlesex Borough), Maria Quigley (Florham Park Resident), Andrea Grace (Millburn Resident)
- Excused — Jeremy Grayson, George DiFerdinando, Robert Uhrik
- Absent — Diana Lachman, Joan Valas

4. Approval of Minutes of Previous Meeting(s)

June 24, 2023 – MSP: Papenberg, Saccenti

Abstain: Harris, Stanzilis

5. Secretary's Report – Including Correspondence – No report

6. President's Report

President Roman reported that he met with our new intern, Yenny Tavarez, a graduate student from Montclair State University. Ms. Tavarez will join us when the Fall semester begins. President Roman explained what Ms. Tavarez's responsibilities will be. She will build reach out to the health departments and develop a data base of NJ's Board of Health information and collect contact information. Ms. Stanzilis is willing to work with and mentor Ms. Tavarez.

President Roman reported that he spoke with Linda Brown from NJ Association of County and City Health Officials (NJACCHO) about getting us on their meeting agenda to discuss collaboration on advocacy and to help build our membership. Ms. Brown will let him know when we can be included in their meetings; their agenda is full for September and October. Mr. Saccenti and Ms. Stanzilis expressed their disappointment and concerns about NJACCHO not being cooperative in allowing us to join their meeting and working with NJLBHA. Ms. Stanzilis and Ms. Harris spoke about how much President Roman has done for NJACCHO and the Board of Health communities with little recognition from that organization. President Roman stated that NJACCHO is being very cooperative. We are just awaiting for a date and time to be on their quarterly agenda. President Roman also stated that he is regularly working with the NJACCHO President, Chris Merkel, Executive Director, Linda Brown and their Legislative Committee Chair, Lynette Madieros.



President Roman reported on the Public Health Council (PHC); last Monday, the Commissioner made the statement that local public health is under local Government and that local Municipalities are responsible for their funding; she is not responsible for including operating funds in her State budget. Participants at the meeting were extremely upset by her comment.

President Roman reported on activities of the Public Health Priority Funding Bills and their current status.

- Senate Bill went through the Health Committee with a unanimous vote a while back, however it has not been placed on the Appropriations Committee's agenda, which is the next step in the Senate.
- In the Assembly, Assemblyman Conaway, head of the Health Committee, tried to schedule the Companion Bill for a hearing in the Assembly Health Committee. Speaker Coughlin removed it from the agenda; President Roman stated Speaker Coughlin's reasons. The Bills are too general and they would not have significance for only ten million dollars.

NJLBHA has not approached the League of Municipalities for their support in Public Health Priority Funding. President Roman stated that NJACCHO is an affiliated body and believes they discussed this. Mr. Ember stated that the Middlesex Boro Board of Health passed their *Resolution No. BH #3-2023 Supporting the Legislation, Reinstating Public Health Priority Funding*. Mr. Ember also included the template NJACCHO developed in support of Public Health Priority Funding Bills for BOHs to use; he included the documents in the chat.

7. Executive Vice President's Report – John Saccenti

Mr. Saccenti provided an update on his work with Rick Hager from the Dept. of Children & Families. Mr. Saccenti stated that information on domestic violence is available to the towns to distribute. There were discussions on how to get this information to the Health Officers so they can pass onto their towns. President Roman explained how children related programs are being viewed; there were continued discussions on the various children programs which is coming out of the Dept. of Children and Family Services. Mr. Hager continuously sends out information on these programs.

8. Treasurer's Report – Steve Papenberg

Mr. Papenberg provided the financial report.

9. Presentation and Approval of Bills – Steve Papenberg

Mr. Papenberg presented the following invoice to be paid:

- Julie Moy (June Minutes) \$100

The motion was made to authorize the payment: MSP: Stanzilis, Saccenti

10. Legal Counsel's Report

President Roman reported that he invited John Wisniewski, Esq. to this meeting, but he was not available. Mr. Wisniewski will tentatively attend the August meeting to meet the Board.

11. Committee Reports

- a. By-Laws – No report
- b. Finance

President Roman reported that he and Mr. Papenberg met and was able to send out 28 membership request letters; there remains about 60 more to complete. President Roman reported that we received \$5,340 in membership dues from approximately 60 boards during the first six months of



2023. We have one individual member. We received the \$5,000 grant from NJACCHO. Currently NJACCHO does not have new grant money to distribute at this time. President Roman reported on our expenditures during this first half of the year.

c. Membership

Ms. Stanzilis spoke about how we need to find ways to get new members engaged with NJLBHA. She opined that we need to put more work into membership and going back to NJACCHO for assistance. Ms. Stanzilis stated she has been mentoring interns for the past three years in her regular job and is willing to mentor our intern. She opined that the intern should be reaching out to the Board of Health Clerks. Ms. Stanzilis stated that NJACCHO should be supporting NJLBHA with securing membership because it is the Health Officers who work with their Boards of Health. She suggested a survey or standard statement that can be included in NJACCHO's meetings so it becomes part of their regular meeting activities. Ms. Stanzilis opined that with all the work that President Roman does that benefits NJACCHO, they should be more willing to assist NJLBHA. Ms. Harris agrees with Ms. Stanzilis; President Roman is doing tremendous work that many organizations are benefiting from it and we are not being recognized for our work. Ms. Harris stated that we need to place more emphasis on building up membership. Ms. Stanzilis stated that instead of trying to expand our demographics across the state, we should focus on getting the demographics from our current members and to get more memberships; President Roman explained the need for the demographics across the state. Ms. Stanzilis opined that we should get our memberships from the Municipalities and Health Officers, not through individuals. She opined it would work if NJACCHO stepped up and supported us. President Roman stated that he is in frequent contact with the leadership of NJACCHO meetings and has brought up our membership issue. Ms. Stanzilis suggested we invite Chris Merkel, President of NJACCHO to attend our meetings. Ms. Harris suggested we focus on Municipal leadership who suggest people to serve on boards; we should have serious conversations with the Governing Bodies to let them know we need people interested in public health, to be engaged and active. President Roman has been invited to write an article for the League of Municipalities magazine; he will collaborate with Lisa Gulla. Ms. Stanzilis stated that Rutgers University is training the new health workforce and if we get Rutgers involved with us again, and we are part of their training, once the new public health worker are placed, we will have already been a part of their training. President Roman will reach out to Ms. Colleen McKay Wharton to get the training project back on the table at Rutgers University. President Roman met Dr. Perry Halkitis, Dean of Rutgers University's School of Public Health and will reach out to him. Mr. Papenberg will update the list of past and present members and send to the EXCOM members. Ms. Harris asked what Shereen Semple was doing for us. Per President Roman, she put out a video regarding public health however, never mentioned local boards. The Dept. of Health has secured a new Deputy Commissioner, Dr. Sejal Hathi. President Roman provided a list of divisions Dr. Hathi will oversee, which includes the Office of Local Public Health. Ms. Semple will report to Dr. Hathi.

d. Legislative

e. Communications – Including Newsletter(s) and Website

President Roman reported that with our latest *On Board* email, the Constant Contact report shows 52.8% open rate, which is considered high, and the click rate is 3%.

f. Audit (as necessary)

g. Nominating (as necessary)



12. Liaison Reports

13. PHACE Report

President Roman reported that the next PHACE meeting will be held in September. They are still working on the By Laws; he anticipates it to be completed within the next two weeks. Once completed, it will be sent to PHACE representatives for review and approval. Once the By-Laws are approved, the next step is to work on securing the charity designation; he and Don Weinbaum are working on it.

President Roman reported that the Presidents' of the organizations in PHACE and Kevin Sumner has been regularly communicating. They are involved in the PHPF disaster and trying to get them moved. The Public Health Nurse Administrators and SOPHE are not attending all the PHACE meetings.

14. Old Business

President Roman reported that he completed the one page flyer that will have a QR code that will lead viewers to our membership application. The printer will add the logo, seal and print.

President Roman reported that he asked Dr. Grayson to participate in meetings with the NJ Academy of Pediatrics, unfortunately the meetings and educational sessions are scheduled during times he works. President Roman asked Dr. DiFerdinando if he can participate; he is waiting for his response.

The Institute – President Roman reported they have not announced who will be on their Board yet; this information was anticipated by the end of June. President Roman reported that Melissa Fox, Acenda Integrated Health's COO has not responded to his calls or emails probably because they are getting ready to announce the new Board of Trustees.

15. New Business

16. Educational Presentation (as necessary)

17. General Discussion

President Roman asked this Board if there were questions. Mr. Saccenti commented that the organizations in the League of Municipalities are government employees; Health Officers are Municipal employees.

Public Comment

Maria Quigley, Florham Park Resident, asked about the roles and responsibilities of Health Officers; she was informed that this information along with the training are on our website. Ms. Quigley attends Florham Park's Board of Health meetings as a resident; she opined they are not too sure what their responsibilities are as members. She will consider asking about joining their board and then she can be a liaison with this Association. EXCOM members directed her to our website for training information and the orientation manual that provides information. Ms. Harris stated that the Boards of Health are supposed to engage with the community, listening to their needs and coming up with new programs benefiting the resident. She asked if Mr. Wisniewski is willing to do the presentation on the legal structures of the municipalities and talk about how the Boards differ as it relates to the orientation manual. Michael Richmond volunteered his time to do this. President Roman will discuss with Mr. Wisniewski, however his contract is limited. This presentation by an attorney would lend an additional credence to the video's content. Mr. Saccenti stated that Karen Blumenfeld is also an attorney who may be of assistance.



Andrea Grace, public, stated that she was here to learn about what we do; her interest is in the public health is preventative care, natural healing and educating the community. President Roman explained that public health is population protection; they are to educate and provide information to the public. Ms. Stanzilis made recommendations how she can be involved in Millburn Township. They will connect off line to further discuss opportunities.

18. Announcement of Next Meeting Date, Time, and Place

Saturday, August 19, 2023 at 10 am by Zoom.

<https://zoom.us/j/93466224975>

Meeting ID: 934 6622 4975

19. Adjournment

Motion to adjourn at 12:10 pm; MSP: Stanzilis, Harris

Respectfully submitted,

Julie M. Moy

Recording Secretary