



## 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

November 19, 2023\* 10 am \* By Zoom

---

#### 1. Call to Order at 10:20 am

#### 2. Salute to the Flag

#### 3. Attendance

- Voting EXCOM Members Present – Paul Roman, John Saccenti, Stephen Papenberg, Steve Ember
- Past Presidents Present (other than Elected Officers) – None
- Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) – John Wisniewski, Esq., Julie Moy
- Liaison Present – None
- Guests Present – Derrick Webb (Mt. Olive)
- Excused – Diana Lachman, George DiFerdinando, Jeremy Grayson, Robert Uhrick, Joan Valas, Christine Harris, Laura O'Reilly–Stanzilis
- Absent –

#### 4. Approval of Minutes of Previous Meeting(s)

October 21, 2023 – MSP – Papenberg, Saccenti

Abstain: None

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

#### 6. President's Report

President Roman reminded the Members that the Borough of Norwood BOH wanted to post placards around town with the food inspections ratings. President Roman had referred Norwood to Dr. DiFerdinando so he can inform them of how Princeton handles it. Mr. Uhrick asked President Roman to reach back out to Norwood and refer them to NJAC 8:24 Food Establishments. This administrative code provides information regarding signage. Norwood is an NJLBHA member.

President Roman reported that Andrew Carroll from the Borough of Merchantville BOH reached out to him. Merchantville is not an NJLBHA member. It was recommended to him to go to our website to take the training. He tried to access the training on our website, however our credits had expired, which we were not aware of. This has been renewed; President Roman emailed Mr. Carroll to let him know.

President Roman reported that the City of Clifton just became the 7<sup>th</sup> Public Health Accreditation Board (PHAB) nationally accredited New Jersey health department and 6<sup>th</sup> accredited local health department. President Roman sent John Biegel, Clifton Health Officer, a note thanking him and his Board for their hard work. Mr. Biegel responded with his thanks.

President Roman reported that the County Health Rankings and Roadmaps (CHR&R) second round will include Team Leader, Karen Blumenfeld, Don Weinbaum (NJ Public Health Association) and NJLBHA to participate in three sessions. President Roman participated in two of the sessions and Ms. Valas participated in one. The sessions discussed how to write a narrative and how to work with certain aspects of power. We are supposed to run sessions in NJ; he does not know fast or how many will occur. We will receive a \$500 check for President Roman and Ms. Valas' participation.



President Roman reported that he attended the League of Municipalities and spoke on his various activities on behalf of public health. President Roman explained what he included in his speech. He spoke to the Commissioner of Health about the funding in the State budget. As the Public Health Council Chair, they need to make sure there is a “*Development Fund*” in the State Dept. of Health’s Budget to support Local Public Health; there currently is no such thing. President Roman plans to speak with the Commissioner regarding this issue and had made it an agenda item for the January 8, 2024 Public Health Council meeting.

President Roman and Chris Merkel had spoken to Speaker Craig Coughlin regarding the Public Health Priority Bills. As far as the Bills go, Speaker Coughlin stated that this will not go through the Lam Duck Session; he is not in support of the Bill.

President Roman reported that Senator Joe F. Vitale put it through his health committee and was scheduled to go through its appropriations committee. The Assembly is a stumbling block. PHACE will try to get the support of the Governor.

President Roman reported that Acting Deputy Commissioner for Public Health Services, Dr. Sejal Hathi, has resigned and accepted the position of Commissioner of Health in the State of Oregon.

President Roman reported that his meeting with Dr. Perry Halkitis, Dean of Rutgers University’s School of Public Health has been rescheduled to November 27, 2023 to discuss adding local board of health information to their curriculum.

President Roman reported that he, Mr. Saccenti and Ms. Harris met with Rick Hager from the Dept. of Children & Families at the League. Mr. Hager is a great supporter of NJLBHA.

**7. Executive Vice President’s Report – John Saccenti**

Mr. Saccenti praised President Roman’s presentation at the League. Following his presentation, Mr. Saccenti met with Rick Hager and Ms. Harris and came to a working agreement. Mr. Saccenti will continue to post items *On Board* from Mr. Hager, that would be pertinent to Local Boards of Health. The goal is to get information to all the Local Boards, Health Officers and others on child abuse and neglect, and domestic violence as public health issues. Both issues are recognized by the CDC as public health issues. Mr. Saccenti stated that Ms. Harris is interested in taking some of the materials and programs and have her local BOH start to develop a relationship and start working on some of those programs and issues. This is something that local BOHs can start to integrate into their regular programs.

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

Mr. Papenberg provided the financial report.

**9. Presentation and Approval of Bills – Steve Papenberg**

*Total Invoices \$1,659.84*

*Classmarker – \$198*

*Post Office Box – \$230*

*Zoom – \$184.73*

*Julie Moy – October Invoice \$100*

*Stamps – \$13.20*

*Cary Chelenza – \$600*

*G&M Awards – \$238*

*Travel (P. Roman) – \$88*

The motion was made to authorize the payments: MSP: Ember, Roman

**10. Legal Counsel’s Report – John Wisniewski, Esq.**



President Roman introduced Mr. Wisniewski; we can rely on him as a resource when dealing with state government. It is important for groups like NJLBHA to educate the Legislators. Mr. Wisniewski is happy to provide the guidance we may need. He will review the new PHACE By-Laws. Per President Roman, the PHACE By-Laws has been approved by the six groups of PHACE. Their next step will be to go after the charity designation.

## 11. Committee Reports

- a. By-Laws – No report
- b. Finance – No report

### c. Membership

Mr. Papenberg reported that Morristown's Division of Health recently joined; they would be an Institutional Member. Their membership dues will go towards the 2024 membership, expiring March 2025.

Mr. Papenberg reported that he attended the Franklin BOH meeting; he was able to answer questions they had on membership and training. Mr. Papenberg is trying to secure their membership. Per President Roman, any new memberships after November 1, will continue through the next year and expire March 2025. Current memberships: 72 member Boards and 3 individual members.

- d. Legislative – None
- e. Communications – Including Newsletter(s) and Website – None
- f. Audit (as necessary)
- g. Nomination (as necessary)

## 12. Liaison Reports – None

## 13. PHACE Report

President Roman reported that the PHACE By-Laws were approved at their October 23, 2023 by the three founding trustees: Kevin Sumner, Don Weinbaum and Paul Roman. President Roman explained how the Trustees will be chosen to represent the six organizations. Mr. Weinbaum received the approval to move forward with the 501(c)3 application.

## 14. Old Business

*Intern* – President Roman will begin work again on securing an intern. He reported that Fairleigh Dickinson University sent him a draft contract, which he will ask Mr. Wisniewski to review. President Roman reported that we also have a contact at The College of New Jersey he will pursue.

### *Vacancies*

President Roman reminded everyone that we still have two At-Large Member vacancies on our Board.

### *The Public Health Institute*

President Roman reported that the Public Health Institute held its first seminar at Rowan University on October 27, 2023, which was well attended. President Roman was not able to attend. The Institute received about 200 applications for the Executive Director position. Approximately 5 – 10 applications will be reviewed by a committee with members from the PHI's Board and Robert Wood Johnson Foundation. They hope to announce the new Executive Director by the beginning of the new year. The Institute's second Board meeting should occur following Thanksgiving.



**15. New Business**

*2024 Meeting Dates (first six months) All meetings are scheduled to begin at 10 am*

January 20	March 9	May 18
February 17	April 13	June 8

Mr. Ember commented that the County Health Rankings and Roadmaps (CHR&R) has monthly webinars. This month's webinar was on gun violence and next month's will be on the climate crisis. Mr. Ember highly recommend members to join in the webinars; they are very informative and well presented. Members can access the CHR&R webinars at: <https://www.countyhealthrankings.org/>.

**16. Educational Presentation** (as necessary) – None

**17. General Discussion**

Derrick Webb (Mt. Olive) stated that President Roman did a great job at the League. In speaking with his colleagues, NJLBHA is often discussed; their support is due to President Roman's efforts and advocacy in the public health field. Mr. Webb is a Board Member with NJACCHO and NJEHA. We appreciate Mr. Webb's participation and support at our meetings.

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

Next meeting is December 9 beginning at 10 am, live, at Mr. Saccenti's house; this is a closed meeting.

The January 20, 2024 meeting will be the next open session.

**19. Adjournment**

Motion to adjourn at 11:13 am: MSP: Saccenti, Ember

Respectfully submitted,

---

*Julie M. Moy*  
Recording Secretary