



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

December 9, 2023 * 10 am * LIVE

1. Call to Order at 11:08 am

2. Salute to the Flag

3. Attendance

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

4. Approval of Minutes of Previous Meeting(s)

November 9, 2023 – MSP – Uhrik, Saccenti

Abstain: Harris

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

6. President's Report

President Roman reported that Lilo Stainton, reporter for NJ Spotlight News, is writing an article on the funds the State received from the CDC. The CDC recommended the funds that the 40% of the awarded funds to be used towards the local Boards of Health. Commissioner Persichilli and staff wrote the application where 60% of the funds would go towards rebuilding the State Dept. of Health and the remaining 40% would be for their regional plan to hire north, central and south advisors to support the local Boards of Health. President Roman is not in support of this plan and expressed his concerns in his speech at the League. Ms. Stainton reached out to President Roman to further discuss.

President Roman reported on the project with Karen Blumenfeld; she received additional funding from the University of Wisconsin to learn the use of transformative narratives. We received \$500 for our participation last year. This year we will receive an additional \$500 for participating. There were three meetings scheduled. On behalf of NJLBHA, President Roman participated in two and Ms. Valas participated in one. President Roman, Ms. Valas, Don Weinbaum and Ms. Blumenfeld will attend a meeting on January 30, 2024 to wrap up this phase of the program.

President Roman reported that Kim Laloma reached out to President Roman on how to join his local Board of Health. Mr. Laloma resides in Cinnaminson Township in Burlington County; President Roman suggested he speak with the town administration. Mr. Laloma did go to Cinnaminson, he spoke with an elected official and he was not aware of Cinnaminson having a BOH. President Roman reached out to a Cinnaminson retired State Fire Marshall and local Fire Chief for assistance. There are towns who believe that since the County Health Dept. is handling Public Health for them, they do not have to have their own local Board of Health. Cinnaminson's Health Officer, Holly Cucuzzella and Medical Director, Assemblyman Conaway, both did not think they need a local BOH nor was it their concern. The towns are leaving it to the County to handle, therefore not aware of what is going on. This is another example of the



Health Officer not doing what is required from them. Mr. Saccenti suggested that with the new Health Commissioner, can we ask her to send a letter to each governing body explaining what is required. Mr. Ember said this letter should come from the Public Health Council (PHC); President Roman will ask. Cinnaminson's Administrator will speak with their attorney to see what is required. Mr. Uhrick suggested NJLBHA send a letter to their mayor letting them know what is required.

President Roman reported that he, Mr. Saccenti and Ms. Harris met with Rick Hager from the Dept. of Children & Families at the League. Ms. Harris did not have anything new to report following the discussion in November. She will re-address the topic, child and domestic abuse, in January. Mr. Saccenti distributed pamphlets his company distributes during training, from Dept. of Children & Families. Ms. Harris reported that Tammy Snyder Murphy and the new Health Commissioner were at University Hospital in Newark to discuss infant mortality. President Roman forwarded the information to Ms. Harris prior to the event, but she was unable to attend.

President Roman reported that Steven Papenberg attended the Rural Health Conference sponsored by the Dept. of Health on November 9, 2023. On behalf of NJLBHA, he manned a table and made contacts with representatives from other towns and hopes they become members.

President Roman reported that he wrote a letter to Kerry Ann McGeary, Interim Director for *NJ Grant Making* within the Robert Wood Johnson Foundation (RWJF). RWJF announced that changes were forthcoming. President Roman introduced NJLBHA to Ms. McGeary.

President Roman reported that he received a notice from the *NJ Environmental Justice Alliance* announcing that there are new environmental funding opportunities coming up. There is a particular grant for Emergency Response in the Communities, that deals with other agencies and getting the word out from the EPA and Health perspectives. President Roman sent the application information to Ms. Stanzilis in case she may be interested helping with the grant for NJLBHA member Boards.

President Roman reported that he received a list-serv from NJ Public Health. It included a rapid surveillance of tobacco program out of Rutgers' Center for Excellence. They are requesting local schools to send pictures of confiscated smoking paraphernalia; President Roman explained the program goals. The program is funded by NIH and FDA. He explained how this is related to NJLBHA. PHC's Monday meeting agenda includes two bills before the legislature. The two bills pending are Bill S264, the smoking ban in the casinos and simulcasting facilities and Bill A1989 is to ban flavored cigarettes.

President Roman reported that he was finally able to meet with Dr. Perry Halkitis, Dean of Rutgers University's School of Public Health on November 27, 2023 by Zoom. President Roman's message was that the local boards of health are not known to health officers and inspectors in training. They discussed potential ways they can educate the students. After the Dean meet with President Roman, he contact Colleen Wharton to consider video taping President Roman's presentation about local Boards of Health. President Roman then met with Ms. Wharton, from Rutgers School of Public Health, to discuss updating NJLBHA's training session including a taping session. President Roman will review the training and make notes on what subjects need updating.

7. Executive Vice President's Report – John Saccenti

Mr. Saccenti reported that he spoke with Mr. Papenberg regarding the membership cards; we do not need to order more for this upcoming year. Renewal letters will be sent after the holidays.

8. Treasurer's Report – Steve Papenberg

President Roman requested invoices from members for attending the League; Mr. Saccenti and Ms. Harris has invoices and will forward to President Roman for reimbursement.



President Roman stated that depending on Mr. Papenberg's health, they will complete the budget by the end of January.

9. Presentation and Approval of Bills – Steve Papenberg

President Roman presented the bills in Mr. Papenberg's absence:

Julie Moy – November meeting, \$100
John Saccenti – League, approximately \$60
Food from Pierre's for meeting, \$153.06
Christine Harris – League, approximately \$60
Paul Roman – Mail/postage, \$54.57
Printer ink cartridge, \$85.78
Milage to/from the League, tolls & lunch, \$97
Don Weinbaum – Articles of Incorporation for the Institute, \$60.40

Invoices presented totals: \$560.46

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

President Roman presented another bill from US Liability Insurance Co. for \$1,243.82, bringing the total of the bills to \$1,804.28

The motion was made to authorize the payment to US Liability Insurance Co.: MSP: Ember, Harris

10. Legal Counsel's Report

President Roman reported that John Wisniewski, Esq. thanked everyone for meeting with him last month. He is currently reviewing the PHACE By-Laws as a courtesy.

11. Committee Reports

a. By-Laws – No report

b. Finance – No report

c. Membership

President Roman asked EXCOM members to promote this organization; we need a minimum of 80 members annually to break even.

d. Legislative

President Roman reported that there is currently no activity with the Public Health Priority Fund. The Bills will be pre-introduced followed by amendments.

e. Communications – Including Newsletter(s) and Website

President Roman stated that there is a lot of information on NJ Spotlight's website; he suggested the EXCOM members to subscribe to NJ Spotlight.

NJLBHA Flyer

President Roman asked EXCOM members to send out and/or distribute our new flyers.

On Board

President Roman reported that Cary Chelenza is working hard to keep the *On Board* newsletter updated. Mr. Saccenti suggested we mention the newsletter in our renewal letter.



- f. Audit (as necessary)
- g. Nomination (as necessary)

President Roman reported that we still have two slots on our Board. He asked EXCOM if they knew of anyone who may be interested in joining us and if so, to please speak with them.

12. Liaison Reports – None

13. PHACE Report

President Roman reported that PHACE has been incorporated. Mr. Weinbaum is applying for the 501(c)(3) designation. This will allow them to begin applying for grants.

President Roman reported that each PHACE organization is entitled to three representatives. EXCOM representatives include Mr. Papenberg, Ms. Stanzilis and President Roman. Ms. Stanzilis stated that she is no longer interested in participating. Mr. Ember will take her place on PHACE.

14. Old Business

The Public Health Institute – President Roman reported that the Institute met and that they are moving along with five committees. They will start searching for new funding sources; current funding will end in about 18 months. However, if funding is not found right away, Robert Wood Johnson will assist or provided additional funding. President Roman reported that the Institute's By-Laws is now public.

President Roman reported that we will be getting a bill for \$250 for a sponsorship for 2024 from the NJ Public Health Association (NJPHA). This sponsorship allows EXCOM five members to participate. President Roman is a lifetime member of PHA representing NJLBHA; he is not included in the five from NJLBHA. Lisa Gulla is finishing her term and Dr. Sreelekha Prakash is the in coming President. NJPHA recently revised their By-Laws.

15. New Business – None

16. Educational Presentation (as necessary)

17. General Discussion

Annual President's Award

President Roman presented an annual President's Award to Cary Chelenza for her hard work and dedication to this association. He read the note that that shipped with the award.

President Roman presented an annual President's Award to Steven Joseph Papenberg for his work and dedication to NJLBHA as Treasurer and having served as President.

President Roman will re-write the agenda to include two additional numbered items, the Public Health Institute and the Public Health Council.

Intern – President Roman will start back up on procuring an intern. Fairleigh Dickinson University sent a draft contract for our review; he will send to Mr. Wisniewski to review. President Roman will also reach out to The College of New Jersey (TCNJ) for an intern.

President Roman thanked all members for their hard work over the past year. He commented that we need funding; he asked that the EXCOM members recruit members and look for grants we may be eligible for. We need a minimum of 80 members to break even.

Ms. Harris thanked President Roman for all his work and dedication to the EXCOM.



Mr. Ember announced that he participated in the webinar on gun violence; it was very informative. Cure Violence Globally (CVG) presents monthly webinars; this is the same group that perform the county rankings. The next webinar is on the climate crisis, which can be found on CountyRankings.org.

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

Upcoming meeting dates for the first half of 2024:

January 20	March 9	May 11*
February 17	April 13	June 8

** initially scheduled for May 18*

The next meeting is:

Saturday, **January 20, 2024** at 10 am by Zoom.

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

Meeting ID: 934 6622 4975

19. Adjournment

Motion to adjourn at 12:50 pm: MSP: Saccenti, Ember

Respectfully submitted,

Julie M. Moy
Julie M. Moy
Recording Secretary