



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

May 11, 2024 * 10 am * By Zoom

1. Call to Order at 10:10 am
2. Salute to the Flag:
3. Attendance:
 - Voting EXCOM Members Present — Paul Roman, John Saccenti, Stephen Papenberg, Robert Uhrik, Joan Valas, Steve Ember
 - Past Presidents Present (other than Elected Officers) —
 - Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) — Julie Moy
 - Liaisons Present —
 - Guests Present — Kim Laloma (Dept. of Health)
 - Excused — George DiFerdinando, Jeremy Grayson, Christine Harris, Diana Lachman, Laura O'Reilly-Stanzilis
 - Absent —
4. Approval of Minutes of Previous Meeting(s):
April 13, 2024 – MSP – Papenberg, Saccenti
5. Secretary's Report, Including Correspondence: No report
6. President's Report:

President Roman reported that National Association of County & City Health Officials (NACCHO) is launching a standing call to all local health officials to build connections across the local health officer community. They are looking to develop connections with federal partners and invite public health members to join them in their meeting every 4th Thursday every month at 3 pm est.

President Roman reported that he received an email from Jacob Delbridge, Project Director for Counter Tools; they are a consultant firm for public health issues. Mr. Delbridge went onto our website, read the orientation manual and toured our website. President Roman spoke with him and provided additional information.

President Roman reported that he purchased an ad for the NJ Conference of Mayors' program book; the conference was the week of May 13, 2024. The ad was double business card size and included our QR code. Mr. Uhrik will put out our flyers at the conference. Mr. Saccenti suggested that perhaps Mr. Uhrik can get us on the 2025 agenda so we can provide a program explaining the role of the Board of Health.
7. Executive Vice President's Report — John Saccenti – No report
8. Treasurer's Report — Steven Papenberg
Mr. Papenberg went over the financial information.
9. Presentation and Approval of Bills —
Julie Moy — April Meeting Invoice \$100



Paul Roman — Postage \$27
Mayors' Conference Ad — \$200
John Saccenti — Staples (Envelopes) \$91.96
John Saccenti — UPS Store (Envelopes) \$592.99

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

10. Legal Counsel Report — No Report

11. Committee Reports:

A. By-Laws — No report

B. Finance —

C. Membership — Renewal letters have been sent. Mr. Papenberg reported that he received 30 membership renewals to date. He and President Roman are updating the mailing list as returned envelopes come in. There was discussion on the difficulties in getting email addresses.

D. Legislative

President Roman reported that there has been no movement on the Priority Health Funding bill. There is also no updated news on the Governor's Task Force. Ms. Valas contacted her Senator, Holly Schepisi in April; they had no idea who was or who would be on the task force. Executive Order 356 states what agencies will be a Task Force member. President Roman reported that he, Chris Merkel and Lisa Gulla has applied to join the Task Force, however, they still have not heard back.

E. Communications, Including Newsletter(s) and Website —

President Roman reported that our *On Board!* Newsletter is getting an open click rate of 4% out of the 350 on the email list. He tries to make sure information is interesting and interactive.

F. Audit

President Roman and Mr. Papenberg completed the audit. He went over the year end finances and budget; documents were already sent to members for review. We need 100 members to join annually.

The motion was made to approve the 2024 budget: MSP: Valas, Ember, all members voted affirmative

Opposed: No report *Abstained:* No report

G. Nominating (as necessary)

12. PHACE

President Roman reported that the next meeting is May 28. Officer elections will take place from the 7 lead trustees. President Roman, Kevin Sumner and Don Weinbaum are the founding trustees.

13. Public Health Institute

President Roman reported that the Public Health Institute (PHI) posted the Executive Director position and received over 200 applications. The top candidate, who was extremely qualified, wanted a higher salary than available. PHI went back to the Robert Wood Johnson Foundation and requested additional funding, which was approved. With the grant increase, the position had to be readvertised. PHI included 2 additional criteria to the posting.

14. Public Health Council

President Roman reported that at the last meeting, the Public Health Council (PHC) was asked by the Department of Health to review for advice, a reorganization of the public health services branch. *The Division of Public Health Infrastructure Labs and Emergency Preparedness (PHILEP)*, was



renamed to *The Division of Disaster Preparedness, Resiliency and Emergency Medical Services* (DDPREMS). President Roman explained the updated role of DDPREMS. He reported that at the May 13, 2024 meeting, he was asked to review a number of items.

President Roman reported that Stephanie Carey, PHC member, has been aggressive in submitting documents for members to review. Caroline Gargione, Deputy Attorney General, reached out to President Roman, to let him know that they can only submit papers to the Commissioner of Health. PHC will hold an executive session on Monday, May 13, 2024 regarding these issues. There was continued discussion on the powers of the PHC. Anyone can access the link and minutes to the PHC meetings off their website to view meeting information and subscribe to attend as public.

15. Liaison Reports

Mr. Ember reported that Rural Public Health Council meeting is in June. Mr. Laloma will also be attending this meeting. There are a lot of underserved rural areas throughout the State.

16. Old Business

President Roman reported that he will be back in touch with Colleen Wharton from Rutgers University, School of Public Health about our training program. In regard to the intern search, it is currently on hold; President Roman was going to approach Sustainable Jersey to discuss their interns from the College of NJ.

17. New Business

President Roman reported that Rutgers University has a program, *Public Health Bioterrorism and Emergency Preparedness Training Certificate* program. This program is funded by a grant from the Center for Disease Control and Prevention (CDC). The Dept. of Health is funding the free training for County, Regional and Municipal Health Depts. Ms. Valas volunteered to attend.

18. Educational Presentation (as necessary) — No report

19. General Discussion

President Roman is working on getting EXCOM business cards.

Mr. Ember reported that he attended the Sustainable Jersey meeting; there were no discussions on public health.

Mr. Ember reported that his community had a volunteer fair a couple of weeks ago. Their BOH were able to secure five potential volunteers.

Mr. Papenberg suggested for the next *On Board*, encouraging members to actively participate in their Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP).

Mr. Saccenti sent EXCOM members the link for grants that are currently available in NJ.

20. Announcement of Next Meeting

June 22, 2024, at 10:00 am

Zoom Meeting Link: <https://zoom.us/j/93466224975>

Meeting ID: 934 6622 4975

Dial by your location

929 205 6099

Meeting ID: 934 6622 4975



Meeting dates for the remainder of the year are: July 20, August 17, September 21, October 26, November 16 and December 14

21. Adjournment

Motion to adjourn at 11:45 am: MSP: Saccenti, Ember

Respectfully submitted,

Julie M. Moy
Recording Secretary