



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 17, 2025 * 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, Jojy Cheriyan
 - Past Presidents Present (other than Elected Officers) — None
 - Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) — Julie Moy
 - Liaisons Present —
 - Guests Present — Donna Lisi (Franklin Park/Somerset BOH)
 - Excused — Diana Lachman, Christine Harris
 - Absent — Laura O'Reilly–Stanzilis

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

April 12, 2025 – MSP – Saccenti, Ember

Abstain: Valas

5. Secretary's Report, Including Correspondence: No report

6. President's Report:

President Roman reported that he sent the plaque to George DiFerdinando making him *Honorary Director Emeritus*; he read the letter sent to Dr. DiFerdinando on EXCOM's behalf.

President Roman reported that he sent a welcome letter to Acting Health Commissioner Jeffrey A. Brown; he read the letter sent on EXCOM's behalf. Commissioner Brown responded to his note with thanks.

President Roman reported that he sent a note, after the Division of Local Public Health call on Tuesday, May 13, 2025, to Shereen Semple, the newly appointed Assistant Commissioner asking her to add Dr. Cheriyan to the call list. Mr. Ember has not been able to get onto the call either; President Roman will make the request to also add Mr. Ember.

President Roman reported that he met with Lauren Skowronski from Sustainable Jersey. Their discussions included activities for both organizations. One of the courses required to obtain the Gold Star is the *Health In All Policies* course, which is in limbo due to personnel cuts at Rutgers School of Public Health. He, Colleen Wharton and Ms. Skowronski are working together to get the course available to the towns. President Roman also asked Ms. Skowronski for assistance to secure an intern, increase membership and grants. President Roman wrote an article for Sustainable Jersey; it was placed as a *Message from the President* in our *On Board* newsletter.

President Roman reported that he spoke with Libby Vinson, Senior Vice President, Association Business Solutions (ABS) regarding grants. ABS is an advocacy organization but does not write grants. However she will put us in touch with another group who does. Dr. Cheriyan has experience



in writing medical grants and is willing to assist. Mr. Saccenti stated that one of his companies writes grants with no fee up front; fee would be 3% of amount when granted.

President Roman reported that he continues to fight for funding for NJLBHA. He sent emails to EXCOM from NJACCHO to contact local and state officials in support of funding. He ask that all EXCOM members respond to his emails in support of this organization. He asked EXCOM to reach out to officials as requested in the emails.

President Roman reported that the American Public Health Association (APHA) is asking for our help with Federal Legislation; they need numbers. President Roman sent EXCOM members an email in regard to this matter.

President Roman reported that he responded to *Under the Dome* a reporting project on NJ Spotlight, which gives you the opportunity to give the Governor your comments. On April 7, 2025, President Roman sent a statement in reference to the Claw-Back of public health funds. A temporary injunction is in place in Rhode Island's Federal District Court.

President Roman reported that he sent everyone information on the National Institute for Occupational Safety and Health (NIOSH). NIOSH is responsible for doing the research and setting safety standards for health issues. The Administration fired their director and principal staff. President Roman signed onto the *Friends of NIOSH Letter* on NJLBHA's behalf.

President Roman also signed NJLBHA onto a letter from the National Environmental Health Association (NEHA) that went to 24 Senators about the environmental health agencies being restructured. He received a response from Senator Andy Kim through his newsletter. President Roman was on a conference call with Senator Cory Booker with representatives from Fire and EMS regarding the fight against the Claw-Back.

President Roman reported that Karen Blumenberg from GASP on the *County Health Rankings and Road Map Funding Opportunities* project has funding to continue the project. Ms. Valas will continue to represent us. We stand to receive \$500 to participate. Ms. Valas reported that Robert Wood Johnson Foundation ended their funding but apparently the program has found other funding.

7. Executive Vice President's Report — John Saccenti

Mr. Saccenti is working on a proposal to host a year end event and issue awards. He asked for input on considering a luncheon on a Friday afternoon for awardees only, health officers and PHACE members. President Roman is trying to connect our awards ceremony in conjunction with NJPHA's conference. We do not have the budget to fund an event. Dr. Lisi suggested a venue that would offer free use of facility and that we would only pay for the catering. Mr. Uhrik opined that we would get more attendance with a luncheon. Ms. Valas suggested we look at Middlesex Community College. Mr. Saccenti will look at venues and develop a proposal.

8. Treasurer's Report — Steven Papenberg

Mr. Papenberg went over the current financials.

9. Presentation and Approval of Bills —

Julie Moy — April Meeting Invoice \$100

The motion was made to authorize the payment: MSP: Cheriyan, Valas



10. Legal Counsel's Report

President Roman previously reported that NJACCHO asked him to connect them with John Wisniewski, Esq. They spoke with him regarding the Claw-Back. President Roman does not have any updates on the outcome.

President Roman read the email he sent to Mr. Wisniewski regarding NJ's *Optional Charter Law*; he is waiting for a response from Mr. Wisniewski.

11. Committee Reports:

A. By-Laws

President Roman reported that he placed a notice in the *On Board* regarding the annual meeting and election scheduled for early 2026. Notice will go out later this year.

B. Finance

President Roman reported that the Constant Contact account is paid up for the year.

President Roman reported that Mr. Papenberg filed our 990N Federal return.

President Roman reported that we were allocated \$7,000 from the State through NJACCHO's organizational grants. President Roman stated that he was able to document \$5,700 in expenses and submitted them to Linda Brown who forwarded it to the State. We are waiting to see if we will receive \$5,700. President Roman reported that on the Division of Local Public Health call, there was a reference to funding. In NJACCHO emails, it was mentioned that there may be FY26 funds available; but they are not sure if Federal funds will be included.

C. Membership — Steve Papenberg

Mr. Papenberg reported that we have 49 boards and 4 individuals.

D. Legislative —

E. Communications, Including Newsletter(s) and Website

President Roman reported that the May *On Board* click rate was only 1.1%. Click rates are extremely low; we may have to consider discontinuing the newsletter. Mr. Saccenti stated that we should consider printing and mailing the newsletter out; Ms. Valas agreed. Per President Roman, this would be more work for us and money. We would only need to print one per town. But someone would have to edit and do the mailings.

Ms. Valas provided an update on access to the LinkedIn account. Laura Stanzilis initiated the current account with her email. She has to close the account before Ms. Valas can create a new account. Ms. Valas will reach out to Ms. Stanzilis and ask her to close the current account. Dr. Lisi suggested we create a new account, form a committee, giving committee members access and to take turns monitoring the LinkedIn account. Dr. Cheriyan suggested we try to secure interns from Rutgers School of Public Health help with monitoring the account. If we can get student volunteers, we can offer them certificates of completion.

Dr. Lisi suggested we have the subscription link at the top of the newsletter page instead of the bottom of the page.

President Roman reported that he again spoke with Madison Mayor Robert Conley, outgoing President for the Conference of Mayors. President Roman asked Mr. Uhrik to get the new president's contact information for him. President Roman tried to get in touch with representatives from the Conference of Mayors' (NJCM) office without success. Mr. Uhrik reported that he spoke to Mayor Conley; they may try to include non-profits at some point, but not at this time. Mr. Uhrik provided a list of topics they are considering at their next conference. Members discussed how a number of towns' Mayor and Council are now the Board of Health. It



is important for NJLBHA to address Mayors to discuss the issues and to encourage their towns to join NJLBHA.

- F. Audit (as necessary) — No report
- G. Nominating (as necessary) — No report

12. Public Health Associations Collaborative Effort (PHACE)

President Roman reported that PNC Bank will not honor PHACE's By-Laws because it has the acronym. The acronym is registered with the IRS, and they are currently working on getting it registered with the State.

13. Public Health Institute (PHI)

President Roman reported that the Bill was signed by the Governor with the amendments. The State has control over funds from the State only.

14. Public Health Council (PHC)

President Roman reported that he has been elected as PHC Vice Chair and Stephanie Carey as Chair. PHC still has two committees. The *Infrastructure Committee* sent their report that included recommendations to the Commissioner. We are trying to get the recommendations to Acting Commissioner Brown. President Roman wrote a resolution similar to the one he sent for Judith Persichilli that was approved and sent to Commission Baston. The idea of Local Boards and Local Health Departments remain in jeopardy no matter who is the new governor.

President Roman reported that NJACCHO has forums for new Health Officers; he has asked NJACCHO if we can have a voice in the forums. Nancy Brett, who coordinates the forums will try to get President Roman on the July agenda.

President Roman reported that former Commissioner, Dr. Kaitlan Baston has been appointed Interim Chief CEO of University Hospital in Newark.

15. Liaison Reports

Dr. Cheriyan will attend the New Jersey Immunization Network (NJIN) meeting next week.

16. Old Business

Mr. Ember applied to become a member on the Environmental Justice Advisory Council, however, he was not accepted at this time. Mr. Ember will try again in 2026.

President Roman is still waiting to hear back from Colleen Wharton regarding our training and the Health and Policies course.

President Roman reported that we still do not have interns. He has begun creating the template for health department contact information.

President Roman stated that he sent EXCOM members a request letter from the advocacy group, *Clinicians for Climate Actions of NJ* (CCANJ), asking NJLBHA if they support the signing onto their support group; he cannot sign us on without EXCOM's approval. He read CCANJ's request.

The motion was made for President Roman to sign onto the letter of support for CCANJ: MSP: Cheriyan, Papenberg

17. New Business — None

18. Educational Presentation (as necessary) — No report

19. General Discussion



Meeting Dates for the remaining 2025. There will be no meeting in July

August 9	October 11	December 13 (In Person)
September 13	November 8	

The motion was made to approve the new dates. MSP: Papenberg, Cheriyan

Miscellaneous

Ms. Valas placed in the chat, links and resources to different types of municipal government information.

Dr. Cheriyan mentioned the Quality Institute's Mayors Wellness Campaign (MWC) at a previous meeting. He contacted the NJ Health Care Quality Institute (NJHCQI) and received a response from Julie DeSimone. Dr. Cheriyan explained what is occurring with this program. It is supposed to be a voluntary municipal activity. Almost none are affiliated with their local board or department. Also, they should not interfere with programs of local boards or departments

20. Announcement of Next Meeting:

June 21, 2025 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

21. Adjournment:

Motion to adjourn at 11:47 am: MSP: Papenberg, Valas

Respectfully submitted,

Julie M. Moy

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Recording Secretary