



**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 8, 2025 \* 10 am \* By Zoom**

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1. Call to Order at 10:03 am
2. Salute to the Flag
3. Attendance:
  - Voting EXCOM Members Present — Paul Roman, John Saccenti, Stephen Papenberg, Robert Uhrik, Joan Valas, Jojy Cheriyan, Donna Lisi
  - Past Presidents Present (other than Elected Officers) — Christine Harris
  - Staff Present (Legal Counsel, Paid Secretary, Webmaster, Interns) — Julie Moy
  - Liaisons Present —
  - Guests Present — Kim Laloma (Dept. of Health)
  - Excused — Diana Lachman, Steve Ember, Laura O'Reilly–Stanzilis
  - Absent —
4. Approval of Minutes of Previous Meeting(s):
  - October 11, 2025 – MSP – Cheriyan, Lisi
  - Abstain:* Saccenti, Valas
5. Secretary's Report, Including Correspondence: No report
6. President's Report:

President Roman reported that the NJ Public Health Association (NJPHA) Conference was held on October 16, 2025, where we presented our awards along with NJPHA to the public health community. President Roman spent a substantial amount of time coordinating our awards, letters and invitations. He spent \$2,216 on the event total including \$878 on the awards. President Roman asked those who attended the conference for comments. Mr. Saccenti stated, though he did not participate at the workshops, he heard that our exhibit table did well. Mr. Saccenti would like to see a meeting between NJLBHA and NJPHA to discuss working on joint projects as a team. President Roman will pass on the message to NJPHA. Mr. Uhrik commented that the event was fabulous, well organized and people seemed to enjoy the event. He agreed with Mr. Saccenti that a joint partnership with NJPHA would be a good idea. Mr. Uhrik suggested that we also include PHACE to host public health awards. Ms. Harris thought the event went well; people seemed to enjoy the conference. She was able to meet and speak with people when she was at our booth. Both Ms. Harris and Mr. Uhrik were surprised at the number of people who did not know if their town had a BOH or not. President Roman explained how the towns are required to have BOH. There was discussion on the State DOH audit and the municipalities' requirement to have a BOH.

The motion was made to memorialize the work and expenditure of \$2,216 for the 2025 awards ceremony: MSP: Cheriyan, Saccenti

President Roman reported that he went to the *Transformational 21 C Costing Study* roll out on October 22, 2025. He met Gina Miranda Diaz, HO for East Orange. Per President Roman, Ms. Diaz was not aware NJLBHA existed and that Ms. Harris was once the President. President Roman went over the study, which has been emailed to EXCOM members, and provided a summary. He opined



that the study was poorly written. He sent a letter to their Advisory Committee with comments, and sent copies to Shereen Semple and Jamie Weller, and Dr. Novneet Sahu at the State and Stephanie Carey from PHC. They used the State of Ohio as the model for the cost study for NJ. The Indiana State Public Health Director presented by Zoom. President Roman is a consultant to this group on behalf of NJLBHA. The official title is *Costing the Foundational Public Health Services in NJ*. The report is called the *21 C Report*.

President Roman reported that he will be participating at the following events:

- *November 12<sup>th</sup>*, he will speak to the new health officers training by NJACCHO's Education Committee by Zoom
- *November 19<sup>th</sup>*, he will speak at the League of Municipalities Conference at NJACCHO's luncheon following the Commissioner of Health
- *December 3<sup>rd</sup>*, President Roman was invited by Dr. Paschal Nwako, Health Officer in Camden Co., Director of Public Health to speak at Camden's Public Health Summit. He will also have an exhibit table available on behalf of NJLBHA.
- *December 13<sup>th</sup>*, the NJ Chapter of the American Academy of Pediatrics (NJAAP) is hosting their *Diamond Jubilee, Celebrating 75 Years of Advancing Children's Health in NJ*. They will be honoring Dr. Margaret C. Fisher, MD, FAAP, from Sea Bright, with their *Pediatrician Lifetime Achievement Award*. She was the former Deputy Health Commissioner and special assistant to the Commissioner of Health during COVID. President Roman would like to place a half page ad in their journal for \$250.

The motion was made to place half page ad in NJAAP's journal for \$250: MSP: Cheriyan, Papenberg

#### 7. Executive Vice President's Report — John Saccenti

Mr. Saccenti stated that he and Mr. Papenberg worked together in past regarding membership and explained how they recruited for memberships. He would like to begin the same marketing strategy we used in the past and have Cary Chelenza send out the letters to try to increase membership. The issue is who do we address the letter at the township. President Roman stated that we have not followed that process in the past 2 years. Our membership year begins April 1<sup>st</sup>, so we will not send letters out until after the holidays. Mr. Saccenti suggested we begin the work and mail out around January/February. Per President Roman, we will send out a 2<sup>nd</sup> follow up letter this this time around. Mr. Papenberg reported that we currently have 63 members. He mentioned that the BOE is required to be members of their state wide association by law. We cannot force the municipals to join NJLBHA; it would take legislation. Mr. Uhrik suggested we send a letter to the Municipal Clerk in addition to the Health Official. President Roman purchases the Municipal Directory electronic list every two years. President Roman will get this list to Ms. Chelenza to use for the mailing list. Mr. Papenberg suggested that for the letter to the Clerk, to include contact information so if s/he has questions, they will have contact information.

Mr. Saccenti brought up the issue that South Brunswick approved a huge data center. He did research and there are a lot of health and other dangers associated with a data center. Mr. Uhrik, SBT's Health Officer was told not to comment on the report. The SBT Advisory Board of Health has approved for Mr. Saccenti to write a letter to SBT leaders on their behalf opposing the data center and would like further investigation on the data center. Mr. Saccenti has not received any response from SBT. His next steps are to reach out to the media, Attorney General and County Prosecutor. Dr. Cheriyan has reached out to the Attorney General's Office for vital issues but has never received any response from them.



8. Treasurer's Report — Steven Papenberg  
Mr. Papenberg went over the financials.

9. Presentation and Approval of Bills

Awards — \$2,216

NJAAP Ad — \$250

Post Office — \$248 Renew PO Box plus \$18.50 for extra key

Julie Moy — October Meeting Minutes Invoice \$100

Class Marker — (amount not shown on invoice) Mr. Papenberg will call them

The motion was made to authorize the payments: MSP: Cheriyan, Lisi

10. Legal Counsel's Report — No report

11. Committee Reports:

A. By-Laws

President Roman reported that he is still working on the By-Laws revisions to streamline the nominating process. The annual meeting is required to have an election. The mailing with the nominees have to go out in January. The revision to the By-Laws will be sent to EXCOM members within a week or so after that for their review and comments. In December, President Roman will appoint a nominating committee. President Roman explained the election process. The vote will take place at the March annual meeting.

B. Finance — No report

C. Membership

Mr. Papenberg reported we have 60 Boards and 3 individual members

D. Legislative — No report

E. Communications, Including Newsletter(s) and Website

President Roman reported that Karla Pollack, Principal at the Association Business Solutions (ABS), is involved in supporting 3 Bills in the Legislature regarding vape products. On November 24<sup>th</sup> there will be a hearing before Senator Vitalie, Chair of the Health Committee.

President Roman advised Ms. Chelenza not to include the meeting minutes but to include the *On Board* information and important items approved by President Roman on the LinkedIn page.

F. Audit (as necessary) — No report

G. Nominating (as necessary) — No report

12. Public Health Associations Collaborative Effort (PHACE) — No report

13. Public Health Institute (PHI) — No report

14. Public Health Council (PHC)

President Roman reported that the November meeting has been canceled.

15. Liaison Reports

*Annual Rural Health Conference:* Kim Laloma reported that the conference will be held on November 20, 2025 at Brookdale College.

*Local Public Health Officers' Monthly Zoom Meeting:* Dr. Cheriyan attended the meeting; he provided a summary from the meeting,



16. Old Business

*Training Program* by Colleen Wharton: President Roman reported that Ms. Wharton is still working on the final stages of the training. He explained what still has to be completed. Roll out is scheduled for early next year.

President Roman will speak to Senator Gopal after the new Legislature comes in, requesting the Senator amend one of the Bills, to mandate education for BOH members.

President Roman reported that Senator Andy Kim is hosting a *Non-Federal Funding Streams For Non-Profits* by Zoom on November 14, 2025.

*SNAP Crisis* – President Roman reported that beginning November 1, 2025, NJ residents were not going to receive their SNAP Benefits. However, a Federal District Court Judge, ruled that the USDA will immediately release funds to the state for SNAP benefits. The November benefit funds were released a few days ago. December funding is unknown; President Trump’s team has already filed an appeal.

The Commissioner of Health had their annual listening session for the Commissioner’s budget for the FY 2027 Budget on November 5, 2025. President Roman, along with Lisa Gulla from NJPHA, Lynette Medeiros from NJEHA, Pete Tabbot from various groups, and Candace Davenport from Maplewood BOH, testified during the session. Acting Health Commissioner Jeff Brown was on the call and heard their testimonies. Commissioner Brown hosted a special session with leaders from various stateholders to discuss SNAP. He put out information at the end of the session with a resource list; President Roman asked the Commissioner to include him in the resource list mail out. President Roman offered to send the resource list to all the Municipalities’ Local Board of Health at our expense. **NOTE:** because SNAP benefits were resumed in early November this mailing became unnecessary therefore was not done.

17. New Business:

*2027 Proposed Meeting Dates:*

January 17	March 21	May 16
February 21	April 18	June 20

The motion was made to approve the first six 2026 meeting dates: MSP: Saccenti, Papenberg

18. Educational Presentation

Dr. Lisi presented “*Age Friendly Initiatives*” along with power point slides.

19. General Discussion

20. Announcement of Next Meeting:

December 13, 2025 Live at 10:00 am at Mr. Saccenti’s house

21. Adjournment

The motion was made to adjourn at 11:55 am: MSP: Cheriyan, Saccenti

Respectfully submitted,

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*Julie M. Moy*  
Recording Secretary