

REORGANIZATION MEETING

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

AGENDA

**Reorganization Meeting - Tuesday, January 26, 2021 at 11:30 AM
at 1540 West Park Avenue – Suite #1 Tinton Falls, New Jersey**

1. Call to Order

2. READING “OPEN PUBLIC MEETINGS ACT STATEMENT”

I hereby announce pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of the meeting has been provided by posting of the Agenda at the MCRHC Building and Website, and transmittal to the Asbury Park Press and Star Ledger and MCRHC towns at least 48 hours prior to the date of the Meeting.

*Remote Public Meeting Access available at mcrhc.org under the Government tab

3. Salute to the Flag

4. Roll Call

5. PUBLIC COMMENT

(In accordance with the Open Public Meetings Act)

NOTE: Due to the extenuating circumstances brought on by the COVID-19 public health emergency and in light of the massive and consistent efforts being made to keep all individuals safe.... **The public may provide comment by way of phone call in from 11:30 am – 11:40 am on January 26, 2021. The phone number to use for this purpose is: 732-493-9520.**

6. Nominations and Election of Commission Officers - Meeting adjourned sine die with David Henry/Health Officer appointed to conduct election of:

- President
- Vice-President
- Treasurer

7. Secretary Appointment

8. Appointment of Secretary Pro Tem – B. Padula, Esq., et al. / D, Henry, HO

9. Appointment of Professional Staff

- | | |
|---------------------|---------------------|
| - Health Officer | D. Henry |
| - CFO | S. Gallagher |
| - PHN Manager | Ammar Rizvi |
| - Principal REHS | L. Muscillo |
| - Senior REHS Staff | D. Astino, M. Kowal |
| REHS Staff | O. Dos Santos |
| Part-Time REHS | S. Martens |

10. Committee Appointments by President

- a) Budget and Finance Committee
- b) Human Resources Committee
- c) Operations Committee
- d) Audit Committee
- e) Governance Committee
- f) VNA

11. CLOSED SESSION (if necessary)

RESOLUTION 2021-8

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REORG CONSENT AGENDA

(Resolutions 9 through 30)

All Resolutions on the Consent Agenda will be voted on in one motion, unless Commission members determine that a particular resolution requires additional discussion.

12. **Legal Counsel** – appointed without retainer
- Cleary, Giacobbe, Alfieri, Jacobs, LLC – Bruce Padula, Esq. **RESOLUTION 2021-9**
13. **Conflict Counsel** – as need
King, Kitrick, Jackson & McWeeney, LLC – Mark Kitrick, Esq. **RESOLUTION 2021-10**
14. **Certified Public Accountant** - appointed without retainer (on recommendation of Audit Committee)
- Suplee, Clooney & Company, CPA **RESOLUTION 2021-11**
15. **Regional Health Educator** - Concetta Polonsky, MPH, CHES **RESOLUTION 2021-12**
16. **Primary Depository of Funds** - Valley National Bank
17. **Legal Notices Published in Newspaper**
- Asbury Park Press
- Star Ledger (secondary for Sunshine Law notices) **RESOLUTION 2021-13**
18. Approve **Annual 2020 Commission Meeting Dates, Times and Locations** **RESOLUTION 2021-14**
19. **Website Management** - City Connections, LLC **RESOLUTION 2021-15**
20. **IT Support** – Inter Network, LLC **RESOLUTION 2021-16**
21. **Office Cleaning** - Master Maintenance **RESOLUTION 2021-17**
22. **2021 Cash Management Plan** **RESOLUTION 2021-18**
23. **Financial Software** - Edmunds **RESOLUTION 2021-19**
24. **Performance Management System Support Services** **RESOLUTION 2021-20**
25. Payment of **Bills in Absence of Quorum** **RESOLUTION 2021-21**
26. **TB Shared Service Agreement with MCHD** **RESOLUTION 2021-22**
27. **Language Line Services** **RESOLUTION 2021-23**
28. **VNA Contract with MCRHC Towns** **RESOLUTION 2021-24**
29. **Veterinary Contract (MCRHC Rabies Clinics)** **RESOLUTION 2021-25**
30. **MPHC Shared Service Contracts:**
Colts Neck
Freehold
Long Branch
Manalapan (voted on at 10/27/20/Res No.2020-53) **RESOLUTION 2021-26**
RESOLUTION 2021-27
RESOLUTION 2021-28

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31. VPOC Shared Service Contract MCRHC/Manalapan Township **RESOLUTION 2021-29**
32. Lead Grant Shared Service Contract MCRHC/Colts Neck **RESOLUTION 2021-30**

End of Reorg Consent Agenda

33. APPROVAL OF MINUTES:
December 15, 2020 – (Open)
December 15, 2020 – (Closed)

January 5, 2021 – (Open)
January 5, 2021 – (Closed)
34. Approval for Payment of Monthly Bills (January 2021) **RESOLUTION 2021-31**
35. COMMUNICATIONS
36. HEALTH OFFICER'S REPORT
- BOH Member Orientation – Full membership
37. CFO REPORT
38. TREASURER'S REPORT
39. COMMITTEE REPORTS
- a. Budget & Finance
- CARES Grant
- b. Human Resources Committee
- Employee Carryover Time 2020-2021
- CFO Annual Salary Resolution 2021 **RESOLUTION 2021- 32**
- Bookkeeper Annual Salary Resolution 2021 **RESOLUTION 2021- 33**
- c. Operations
- Building Security Quotes Update (in process/defer to Feb. mtg)
- d. Governance – Draft Revision of **Commission Policy Manual**
- e. Audit Committee – 2019 Results
- Commission Certification of 2019 Audit Results **RESOLUTION 2021-34**
- f. VNA Sub-Committee
40. PRESIDENT'S REPORT
Request for Updates to 2021 Organization Chart
Towns Requiring Representation

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41. ORDINANCES
 - First Reading and Introduction – NONE
 - Second Reading and Introduction – NONE
42. PUBLIC COMMENT
(In accordance with the Open Public Meetings Act)
43. OLD BUSINESS
 - Accreditation Project Update: (Extension to September 30, 2021)
 - Update of Fleet Vehicle Offer to MCRHC Towns (No Update)
44. NEW BUSINESS
 - VPOC Grant Update – 1st Quarter Report
 - LEAD Grant Update- 1st Quarter Submission/Report
45. **NEXT REGULAR MEETING Tuesday, February 23, 2021 at 11:30 A.M.**
at 1540 West Park Avenue – Suite # 1 Tinton Falls, New Jersey
46. ADJOURNMENT