



## NJACCHO General Business Meeting

Virtual

February 08, 2024

Draft Minutes

1. Call to Order and Approval of Minutes – Chris Merkel
  - a. Meeting called to order at 9:31 am
  - b. Minutes from the November 2023 meeting were reviewed

Motion to Approve: Marconi G.

Second: Tina M.

Discussion: None

Nays: None

Abstentions: Pete Summers

All remaining voted yes.

Motion Carries

2. Treasurer's Report – As of January 31, 2024 – Margy Jahn

- i. **General Checking:**

Starting Balance:	\$ 149,397.21
Deposits:	\$ 6,048.58
Deductions:	\$ 5,018.93
Ending Balance:	<b>\$ 150,426.86</b>

- Grant Checking:**

Starting Balance:	\$ 2,858,434.33
Deposits:	\$ 6,000,169.84
Deductions:	\$ 5,842,187.37
Ending Balance:	<b>\$ 3,016,416.80</b>

- Money Market:**

Starting Balance:	\$ 18,725,902.22
Deposits:	\$ 35,023.87
Deductions:	\$ 6,000,003.00
Ending Balance:	<b>\$ 12,760,923.09</b>

Fidelity Investments as of January 31, 2024

CDs Maturing:	\$ 401,889.90
Ending Value:	\$ 402,174.70
Ending Value (w/Al)	<b>\$ 414,244.17</b>

Motion to Approve: Peter T.  
Second: Kevin S.  
Discussion: none  
Nays: none  
Abstentions: none  
All remaining voted yes.  
Motion Carries

3. CEHA Update – Walter Beland
  - a. Working on execution of 23024 grants
    - i. Make sure you aware of notifications of when a grant is returned to you.
    - ii. Matching of county funds can be left in some salary.
  - b. Resolutions maybe needed to apply for the grant, so please work with DEP and county to determine timing
  - c. A spreadsheet of county programs was sent out to all CEHA agencies
4. OLPH Update – Sheeren Semple
  - a. Local Health Report
    - i. Using grant money to update the LHER
    - ii. Looking to form an advisory group with internal DOH and LHDs to create a useful report for all.
  - b. 21C
    - i. All lot of this work aligns with the grant written by NJDOH to improve PH Infrastructure
    - ii. Looking at other states and what work is being done in those states
    - iii. By attending the conference, showing NJDOH commitments
5. President’s Report – Chris Merkel
  - a. OLPH Meetings
    - i. Continue meeting monthly with OLPH and has provided for better communication.
    - ii. NJACCHO is relaying challenges that LHDs are facing
  - b. Advocacy
    - i. Continue working on the funding bills A1854 and S2010
    - ii. Have a meeting coming up.
  - c. GPHP Visits
    - i. Chris and Linda have been reaching out to the GPHPS to attend meetings to help to increase communication and to hear concerns
    - ii. Linda met with the Bergen County GPHP last month
    - iii. Really want to hear about concerns from Health Officers and relay all the training programs.
    - iv. Please reach out if your group has not scheduled a meeting yet.
  - d. Migrant Health Issues
    - i. NJACCHO has been communicating with NJDOH and DHS about the issues
    - ii. A lot of LHDs are being impacted

- iii. A workgroup is being formed to help address the issues
  - e. COVID After Action Report
    - i. Chris, Linda, and some of the officers met with Paul Zoubek and Jeremy Mishkin from Montgomery McCracken Walker & Rhoads LLP and their team met with some of the EC members to discuss the after action report from COVID
    - ii. Not sure when the final report will be out.
  - f. Nj Spotlight
    - i. Please reach out with any ideas or if you are interested in being a spokesperson
    - ii. Meeting with Commissioner
      - 1. An in-person meeting is scheduled for next month.
      - 2. Please let us know any agenda items you would like addressed.
- 6. Executive Director Report (Linda Brown)
  - a. 2<sup>nd</sup> Year with the new Executive Committee
    - i. This year it is the officers and Andrea Alvarie, Sarah Permmente and Lynette Mederios.
  - b. Communication Strategies
    - i. Please let us know if there are gaps in the communication. If there are things being missed please let us know.
    - ii. GPHP
      - 1. An opportunity for concern but also a chance to talk about opportunities and events
  - c. Marketing Campaign
    - i. Please see the needs assessment piece
  - d. 21C
    - i. In person convening in late February
    - ii. Holly Cucuzzella and Stephanie Carey from NJACCHO and Shereen Semple, Director of the Office of Local Public Health, and Thalia Sirjue, Chief of Staff for the Commissioner, will be attending
    - iii. Will allow for networking together and for learning from other states
  - e. Conferences
    - i. Discussion of getting NJ Credits for Out of State Conferences
    - ii. NACCHO 360 is typically covered by NJACCHO
    - iii. Will look into SOPHE and NEHA
  - f. Professional Development Opportunities
    - i. Regional Risk Communication Trainings
      - 1. DATES TBA – Late April
    - ii. Regional Media Spokesperson Trainings
      - 1. April 12th – Morris County
      - 2. May 23rd – Rowan College at Gloucester
      - 3. June 7th – Hamilton
    - iii. Dale Carnegie
      - 1. Leadership Training for Manager (Cumberland County) – 3/12, 3/19, 3/26

2. Develop Your Leadership Potential (Camden County) March 22 – May 23; ½ day sessions
      3. Open Enrollment
    - iv. MRC Strong Regional Trainings – a newer grant from NJDOH
      1. May 8th – Stockton University
      2. May 13th – Conference Center at Montclair State University
      3. May 14th – Conference Center at Mercer
    - v. MAPP 2.0 Training
      1. June 5th & 6th – Freehold
      2. June 10th & 11th – Public Safety Academy, Wayne
    - vi. 2nd Annual Communicable Disease Conference
      1. June 12th – Forsgate Country Club
      2. Theme Resilience and Readiness
  - g. Course Sponsorships
    - i. BEAM
      1. Applications due by 2/23
    - ii. Certified Public Manager
      1. Applications dues by 2/23
    - iii. Certified Infection Control
      1. Due 3/1
7. New Jersey Cannabusiness Association – Scott Rudder
- a. Went to Colorado to assess operations
  - b. Used a lot of that information to work on legislation that would ensure product safety and organized operations
  - c. Delta 8 products
    - i. 2018 the farm bill defined cannabis as a delta 9 product (THC cannot exceed .3%)
    - ii. Delta 8 is synthetic and other compounds are not matching ingredient list.
    - iii. Law enforcement does have authority but limited
  - d. S2313 – Captures all intoxicating cannabanoids and has to be regulated by the state
  - e. Scott will send lab information that LHDs can use for analysis of products
  - f. State CRC has on their website was is allowable and what is permissible.
  - g. A lot of discussion on regulating it at the local level. Elizabeth has ordinances and will share it on the forum.
  - h. Odor complaints can be handled but locals using odor ordinances.
  - i. Some are using 2A:170-51.12 to say that flavored vapor delta-8/delta-10 products fall under the regulations for enforcement.
8. Consultant Updates – James McDonald and Sylvia Bookbinder
- a. PHEP Report
    - i. Preparedness Surveys

1. The NJDOH has requested NJACCHO work with Local Health Departments to assess and identify certain capabilities and gaps relating to emergency preparedness. Surveys for the following areas were created this past December and January and went live 1/24/24.
    - a. Capability 1 – Community Preparedness 30 completed
    - b. Capability 4 – Emergency Public Information and Warning 21 completed
    - c. Capability 6 – Information Sharing 16 completed
    - d. Capability 13 – Public Health Surveillance and Epidemiological Investigations 16 completed
  2. Surveys have been promoted through various avenues including NJACCHO Forum, BOD, HCC meeting, email to all 103 HD Hos.
  3. Surveys will “Close” Valentines Day 2/14/24.
  4. Analysis to be completes by end of February and provided to NJDOH and results shared with to Membership at future meeting.
- ii. Training and Education Goals
1. Training and Education Goal for 2024 is to provide opportunities for membership to expand and refresh knowledge with a focus on preparedness.
  2. 1 st Offering relating to Introduction to FEMA online classes and Incident Command I-100 starting this month on 2/21 at 2PM then every 2 weeks. Course available on NJLMN.
  3. NJACCHO continues developments for Risk Communication Training with John Hopkins for this Spring.
  4. NJACCHO to support NJDOH and create opportunity for Medical Reserve Corp training through the MRC Strong Training Grant.
- iii. Outreach
1. Attend several monthly Virtual meeting for OPLH, LINC, Vaccine Provider Calls.
  2. Attend in person Healthcare Coalition meetings in North and Central regions. Next meeting in March.
  3. HCCs preparing for Operation Iron Horse Exercise during the last week February. Exercise to test Chemical Surge on Health Care Facilities. Attending to Support as a Facilitator.
  4. In Person meets with Somerset County, Hillsborough and Montgomery Township HD.
  5. Planned attendance for NACCHO Preparedness Summit and NJEPA conferences.
  6. Currently planning for bi-monthly Preparedness Committee meetings.
- b. N2PH
- i. Of the 25 residents who began the program in January 2023
    1. 16 have completed all the coursework and have graduated from the program.
    2. Another 3 participants have until the beginning of March to finish up.

3. A big thank you to the supervisors who enabled their staff members to participate and to the mentors who guided them along the way.
4. Going forward, we just started a project to create a more NJ specific program with the help of an undergraduate public health intern from the Bloustein School, Dhanya Pragaspathy.
5. A small steering committee had its first meeting last week and they hit the ground running! The committee is comprised of 4 mentors: Christa Moor (Freehold HD), Courtney Sartain (Teaneck HD), Enrico Cabredo (Monmouth Co HD), Kevin Sumner (Middle-Brook Regional H Commission), 2 N2PH graduates: Brittany Bernstein (Rockaway Twp HD), Michael Meyer (Paramus Boro HD), Sylvia Bookbinder (volunteering after her contract ends Feb. 29)

9. New to Public Health (N2PH) recap

- a. One of the requirements of this program is to thoroughly plan or actually implement an evidence based or quality improvement project and present it to the group. The presentations took place in January. Today, a few participants will be sharing their projects with you.
  - i. Anna Markarova is the PH Nurse for the Maplewood and South Orange HD in Essex Co. Her topic is on prevention of marijuana use.
  - ii. Danielle Pagani is the Infectious Disease Preparedness Generalist (IDPG) for the Village of Ridgewood HD in Bergen Co. Her topic is about prevention of dog bites.
  - iii. Denice Rimple is an REHS with the Burlington Co HD. Her topic is about retail food inspection training.
  - iv. Jenna Bruno is the Infectious Disease Preparedness Generalist (IDPD) for the Ringwood HD in Bergen Co. Her topic is music related.
  - v. Justin Winfrey is the Passaic Co Overdose Fatality Review Team Coordinator for the Passaic Co Dept of Health Services. His topic is on Narcan distribution and education.
- b. Copies of the posters are available in the PowerPoint for the meeting.

10. Strike Team Report (Not present to report but report provided)

- a. NJACCHO has developed a Train the Trainer (TtT) program to equip LHDs with the skills necessary to become Infection Prevention and Control (IPC) trainers.
- b. 17 LHDs have entered into an agreement with NJACCHO to bring IPC trainings to the Long Term Care and Skilled Nursing facilities in their jurisdictions.
- c. Since October, NJACCHO has provided 17 TtT sessions employees of the new LHDs that have come onboard with us during this last quarter of the grant.
- d. NJACCHO has also produced and released advanced level trainings on C. Auris, C. Difficile and Norovirus. NJACCHO also developed an Environmental Cleaning and Disinfection podcast that can be used to provide training.

- e. Many facilities have been experiencing COVID-19 outbreaks over the past few months, which has made it somewhat difficult to provide them with training. But the LHDs are still working hard to do so. Please show the calendar of trainings from this month and through March. This calendar was updated as of 2/7/24.
- f. Budget Revision (Approved) Because we did not get the anticipated 25 LHDs to participate, NJACCHO requested a budget revision from NJDOH, which was approved this week. Thanks to NJACCHO, every LHD in NJ will receive:
  - i. 1 hardcopy of the Red Book (this will help LHDs keep up to date with infectious disease developments and practice state of the art prevention as they provide guidance to LTCs and SNFs.)
  - ii. 1 copy of the Infection Prevention and Control Resource Manual – Electronic version (This guide will help LHDs to assist LHDs and SNFs with developing infection control policies and procedures, antibiotic stewardship, outbreak management, disinfection protocols, Standard and Transmission-Based Precautions, employee health procedures, and procedures for housekeeping and dietary departments. Utilizing these manuals will contribute to the sustainable nature of this program, again, providing a guide and platform to develop additional trainings as well as reinforcing the LHDs as an expert resource for LTCs and SNFs in infection control practice resources.)
  - iii. LHDs that are participating in the program will receive Deluxe Glo Germ Kits for themselves for training purposes. They will also receive Glo-Germ mini kits to distribute to LTCs and SNFs.

#### 11. Needs Assessment Results

- a. Senator Walter Rand Institute for Public Affairs facilitated the process.
  - i. Kristin Curtis, MA, Associate Director of Research
  - ii. Carla Villacis, MA, Research Project Coordinator I
- b. Online Survey
  - i. 63 Respondents
  - ii. Satisfaction measures of NJACCHO and Public Health Structure
- c. Interviews
  - i. Familiarity and satisfaction with Mission Statement
  - ii. Strengths and goals across NJACCHO's areas of focus
  - iii. Recommendations for improvements
  - iv. 31 participants
- d. Theme Results
  - i. NJACCHO Engagement
    - 1. Strengths
      - a. Responsive leadership
      - b. Many ways to engage
      - c. Networking opportunities
      - d. Accessible professional development
      - e. Advocating power
      - f. Promotes collegiality

2. Recommendations
  - a. Diversify Leadership
  - b. More in person networking
  - c. Regular feedback surveys
  - d. Spaces to discuss special interests/needs
  - e. Increase communications of high level discussion
  - f. More structure during meetings
- ii. Communications and data sharing
  1. Strengths
    - a. Forum and NJACCHO members as resources
  2. Recommendations
    - a. Be more strategic with emails
    - b. Encourage more interaction in the forum
    - c. Develop channels for the exchange of public health data and formal protocols
    - d. Create a repository for tolls that could be standardized
    - e. Privacy of public health professionals' personal information
- iii. Staffing and Professional Development
  1. Strengths
    - a. Good quality and availability of programming
    - b. Trainings qualify for license renewal credit
    - c. Funding for staff training
    - d. Network of experienced health officers
  2. Recommendations
    - a. Partnerships with higher education institutions
    - b. Preparation for the license exam
    - c. More trainings to earn credits
    - d. Balance administrative and field trainings
    - e. Invest in recruitment and staff retainment
    - f. Accessible subject matter experts
    - g. Mentorship between Health Officers
- iv. Financial Support and Funding
  1. Strengths
    - a. NJACCHO understands flexible funding
    - b. NJACCHO sets reasonable requirements
    - c. Funding for staff development
  2. Recommendations
    - a. For NJACCHO to manage more grants
    - b. More avenues to fund staff salaries
    - c. Funding for prevention > response
    - d. Funding to obtain unfunded department resources (e.g. vehicles, uniforms, technology)
    - e. Sustainable funding
- v. Advocacy

1. Strengths
  - a. Prompts important discussions among members
  - b. Connects to legislators and grant makers
2. Recommendations
  - a. Increase public health messaging
  - b. Self-advocacy language for public health professionals
  - c. Advocate for flexible funding
  - d. Public health priority funding
- vi. Overarching Recommendations
  1. More representation at the state level
  2. Bring attention to public health as a priority outside of times of crisis
  3. Invest in the preparation of future health professionals
  4. Secure sustainable funding
  5. Unity among public health professionals
- e. Next Steps
  - i. Public Health Retreat in Early 2025
  - ii. Strategic Planning Process
    1. Looking for a consultant
  - iii. Public Health Marketing Campaign
    1. OnPrpse contracted
    2. Thank you for all who were a part of the interview process
    3. More information and involvement opportunities will be coming

## 12. Open Forum

- a. Mark Collichio put in the chat for the request for an OPRA speaker for a future meeting.
- b. NEHA is taking undergraduate and graduate scholarship applications until February 15th.
  - i. If your staff or intern is working towards a degree - please encourage them to apply at [www.neha.org/scholarships](http://www.neha.org/scholarships).

Motion to Adjourn: Peter T.

Second: Margy J.

Discussion: none

Nays: none

Abstentions: none

All remaining voted yes.

Motion Carries

Meeting adjourned: 11:58am