



NJACCHO General Business Meeting

Virtual

April 13, 2023

Draft Minutes

1. Call to Order and Approval of Minutes – Chris Merkel
 - a. Meeting called to order at 9:32am
 - b. Minutes from the February 09, 2023 meeting were reviewed

Motion to Approve: Margy Jahn

Second: Peter Tabbot

Discussion:.

Nays:

Abstentions:

All remaining voted yes.

Motion Carries

2. OLPH Update –Jamie Weller
 - a. No report
3. CEHA Update – Walter Belland
4. President’s Report – Chris Merkel
5. NJACCHO General Business Updates
 - a. Treasurer’s Report – As of January 31, 2023 – Margy Jahn

i. **General Checking:**

Starting Balance:	\$ 229,740.27
Deposits:	\$ 3,875.00
Deductions:	\$ 2,748.71
Ending Balance:	\$ 230,830.56

Grant Checking:

Starting Balance:	\$ 247,242.01
Deposits:	\$ 3,174,707.12
Deductions:	\$ 1,555,315.79
Ending Balance:	\$ 2,266,633.34

Money Market:

Starting Balance:	\$ 25,023,992.78
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Deposits:	\$ 20,720.01
Deductions:	\$ 3,072,314.00
Ending Balance:	\$ 21,972,398.79

Motion to Approve: Kevin Sumner
Second: Ann Marie Ruiz
Discussion:.
Nays: 0
Abstentions: 0
Motion Carries

6. Executive Director Report

Thank you for the continued work on the ELC grant. NJACCHO is looking to hire an Executive Assistant, job posted on the forum.

Thank you for the continued support and work on the NJACCHO advocacy efforts. These have been gaining traction and momentum and there are many of you supporting the work.

7. Grant Updates

a. Linda Brown

b. Workforce Development

i. Current Programs

1. Adaptive Leadership – 34 participants (March 8th & 9th)
2. Dale Carnegie – Northern Cohort (started March 21st)
3. Certified Public Manager Course

ii. Upcoming Programs

1. The PHACE of Public Health in NJ: A Collaborative Effort for Transformation – April 20th
2. Emergenetics – Registration Complete
 - a. May 3rd – Turtle Back Zoo
 - b. May 4th – Rowan College at Burlington County
3. Preaching What You Practice: Communication Strategies for Outbreaks – June 14th

iii. Other items

1. AAR Support is still available
2. Scholarships
 - a. NACCHO Preparedness Summit (sold out)
 - b. NJ Emergency Preparedness Conference
 - c. Basic Course for Principles of Infection Prevention and Control
3. New to Public Health Residency

iv. Residents

1. Completed Modules 1-3
 - a. Public Health Overview
 - b. Accountability & Performance Management

- c. Health Equity
 - 2. Cohort has 22 Residents
 - 3. Next Steps
 - a. Continue monthly online modules
 - b. Hold monthly live group discussions
 - c. Continue to connect with mentors
 - d. Start EBPH or QI project
 - v. Mentors
 - 1. Thank you for the engagement!
 - 2. Orientation held in February for 9 Mentors
 - 3. Began monthly meetings with Residents in March
 - 4. Quarterly Mentor Meeting planned for May
 - vi. Supervisors
 - 1. Began sending monthly updates to Supervisors
- c. ELC Funding
 - i. 91 awards
 - ii. Total funds granted - \$68,055,533
 - iii. Expense Reports due
 - 1. January (includes 10/1/22 – 1/31/23)
 - 2. February
 - 3. March
 - iv. Progress reports due for Q1/Q2
 - v. Year 2 Funding
 - 1. Allocated awards will be based on Local Health Directory – date TBD
 - 2. Expected to match or exceed awards for year 1*
 - a. *Assuming same jurisdiction served
 - 3. Anticipate having the application available prior to the end of year 1 funding
- d. Project Firstline (PFL) – Lisa Gulla
- e. March Promotions
 - i. 2 Web postings
 - ii. 1 Tweet, 12 views
 - iii. 1 email blast, 78 subscribers
 - iv. 1 Instagram post, 3 impressions, 3 views
 - v. 2 Facebook posts, 3 impressions, 620 views
 - vi. 2 LinkedIn posts, 42 impressions, 6 shares, 2,425 views
- f. March Trainings
 - i. 20 IPC Trainings
 - ii. 1 Advanced Level Norovirus Training to Montclair Manor, March 22nd
 - iii. 5 Train the Trainer (recording views)
- g. What's Next
 - i. Norovirus Training Webinar Available Asynchronously by NJDOH Request

- ii. In-Person Environmental Cleaning & Disinfection - Newark-New Community Extended Care
- iii. 2 Hour advanced level TtT Refresher and Norovirus Primer
- iv. Advanced Level *C. difficile* training requested by LTC
- v. Reservoirs and Recognizing Risks IPC Training

h. PHEP Coordinator Report – Adam Perper

- i. Document Plan Review
 - i. Somerset (Amanda)
 - 1. Overall PH Plans / conversion to ESF8 Formatting
 - ii. Hillsborough (Elena / Lisa)
 - 1. Emergency Preparedness
 - 2. Retail Foods
 - 3. COOP
 - 4. Hazmat
 - 5. EOP (pieces of)
 - 6. Risk Communication
 - iii. Newsletter April/May 2023 Timeframe
 - 1. Should be out by the end of the month
 - iv. Juvare Advisory Committee Update
 - 1. Roll out for PH not until July or later
- j. Regional Coalition Exercises:
 - i. Facilitate/ Evaluator Pediatric Burn Surge TTX Exercise
 - ii. AAR/IP Review in process
- k. Emergency Preparedness Committee
 - i. Forward Progress
 - ii. Next Meeting May 2023 (TBD)
- l. Upcoming Trainings
 - i. PIO Training (TBD)
 - ii. Burn Training (TBD, end of June 2023)
 - iii. HSEEP training at Somerset County DOH on June 5th & 6th, 2023
 - iv. Workplace Violence Prevention Conference April 25th; 9a-4p @ Boathouse at Mercer Lake, West Windsor NJ
- m. If I can assist in any way with your agency(s) please reach out and let me know
 - i. Document Review
 - ii. Trainings
 - iii. Exercises
 - iv. Etc.

8. PHACE Update

9. NACCHO Update

10. Workgroup/Committee Updates

a. Committee Chairs

b. Committee

- i. Advocacy
- ii. Communicable Disease
- iii. Chronic Illness & Disease
- iv. Emergency Preparedness
- v. Environmental & Consumer Health
- vi. Maternal & Child Health
- vii. Membership, Marketing and Fundraising
- viii. Program
- ix. Workforce Development

Guest Speaker – Public Health Law Network – See attached slides

Motion to Approve: Margy Jahn

Second: Peter Tabbot

Discussion: none

Nays: 0

Abstentions: 0

Motion Carries

Meeting adjourned: 11:36