



**Board of Directors Meeting Agenda**

February 16<sup>th</sup>, 2021 – 5:00 p.m.

Joseph M. Muniz, Chairperson  
Joan M. Quigley, President/CEO

**Federally Qualified Health Centers**

- Englewood
- Garfield
- Hackensack
- Harrison
- Jersey City
- North Bergen
- Passaic
- Union City
- West New York

**WIC-Aid for Women Infant & Children**

- Hudson County

**Head Start/Early Head Start**

- Kearny
- North Bergen
- Union City
- West New York

**Discounts on Medications**

**Emergency Assistance**

**Employment & Job Counseling**

**Housing Counseling/Tenant Advocacy**

**Immigration & Naturalization**

**Social Services for Seniors**

- I. Call to order** (Joseph M. Muniz, Chairperson)
- II. Roll Call**
- III. Approval of meeting minutes:** January 12<sup>th</sup>, 2021
- IV. Executive Chair Report** (Joseph M. Muniz, Chairperson)
  - a. Resolution:** Health Center Hours of Operation (**Updated**)
  - b. Resolution:** HS/EHS School Bus (**Approval to release RFP**)
- V. Consent Agenda (Policies & Procedures)**
  - a. Purchasing Procedure Manual (Updated)**
  - b. CS-N-07:** PP-Vaccine Storage, Handling, Monitoring and Maintenance (**Revised**)
  - c. CS-N-20:** PP-Surveillance of Vaccine Inventory (**Revised**)
  - d. CS-N-25:** PP-Emergency Refrigeration During Power Outages (**Revised**)
- VI. Finance Chair Report** (Robert DiVincent, Treasurer)
  - a. Finance Monthly Report**
  - b. Resolution:** E-Rate– Between NHCAC and USAC. Funding opportunity provides funding toward internet access, telecommunications services, and related equipment for schools and libraries. FY2021 Funding Requested: 90% discount on eligible internet connections charges and 85% discount on eligible basic maintenance charges
  - c. Resolution:** Ending the HIV Epidemic: Primary Care HIV Prevention Between NHCAC and HRSA. Funding opportunity provides funding to expand HIV prevention services that decrease that risk of HIV transmission in geographic locations identified by Ending the HIV Epidemic: A Plan for America. **FY2021 Funding Requested \$275,000**
  - d. Resolution:** P4 Challenge: Innovations in Pediatric Primary Care to Improve Child Health. Between NHCAC and HRSA Maternal & Child Health. Funding opportunity invites applicants to propose and implement innovative approaches to increase access to and utilization of well-child visits and/or immunizations services within primary care settings. **Phase 1 Prize: \$10,000 Phase 2 Prize: \$25,000**



- e. **Resolution: eCR Now COVID Challenge**  
Between NHCAC and eCR now and the Association for Public Health Laboratories. Funding opportunity designed to increase the number of electronic health records enabled with eCR capabilities by use of the eCR Now FHIR App and the HL7 FHIR standard. **Prize: \$60,000**

**VII. Correspondence** (Maria Vila, Secretary)

NHCAC Acknowledgements (**Covid Vaccine Distribution**)

**VIII. Regular Business**

- a. President's Report (Joan M. Quigley, President/CEO)

**IX. Health Center Report** (Dr. Rita Knause, CMO)

- a. Provider Appointments/ Re-Appointments
- b. CMO Monthly Report
- c. Annual Evaluation of Plans – 2020
- d. CMO Newsletter (**January 2021**)

**X. Quality Report** (Linda Habermann-Ward, Quality Chairperson)

- a. 2020 Annual Quality Board Report
- b. NHCAC Readiness Handbook
- c. Patient Safety and Risk Management Plan 2021
- d. Peer Review Plan FY-2021
- e. Quality Assurance/ Quality Improvement Plan 2021

**XI. Social Services** (Rosemary J. Lavagnino, CAP Director)

- a. Social Service Report
- b. Department Head Reports

**XII. Head Start/Early Head Start Report** (Monica Charris, HS/EHS Director)

- a. Head Start Monthly Report
- b. 2020 Head Start/ Early Head Start Annual Report

**XIII. Business Development** (Rebecca Acosta, Director of Business Development & Departmental Oversight)

- a. Business Development Monthly Report

**XIV. Operations** (Vito Veneruso, Director of Operations)

- a. Operations Monthly Report

**XV. Human Resources** (Dawn Castella, HR Director)

- a. Employment Monthly Report

**XVI. Corporate Compliance** (Anthony Arnone, Esq.)

**XVII. New Business**

**XVIII. Discussion**

**XIX. Public Comments**

**XX. Adjournment**