



NORTH HUDSON
COMMUNITY ACTION CORPORATION



Board of Directors Meeting Agenda

February 15, 2022 – 5:00 p.m.

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

Federally Qualified Health Centers

- Englewood
- Garfield
- Hackensack
- Harrison
- Jersey City
- 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 11th, 2022

IV. Executive Chair Report (Joseph M. Muniz, Chairperson)

- a. Resolution:** Booster Vaccine Mandate
- b. Resolution:** Acquisition Of Union City Health Center
- c. Resolution:** General Counsel Appointment
- d. Resolution:** Lease Agreement with Hudson Regional
- e. NHCAC Organization Chart (Updated)**

V. Consent Agenda (Policies & Procedures)

- a. A-A-18:** Protocols for Emergency Site Closures (**Updated**)
- b. AD-HR-47:** Vacations (**Updated**)
- c. AD-HR-48:** Sick Leave (**Updated**)
- d. CS-N-31:** Authorization for Properly Trained EMTs to Conduct COVID-19 Vaccination Administration (**New**)
- e. Purchasing Procedure Manual (Updated)**
- f. Emergency Preparedness Manual (Updated)**

VI. Finance Chair Report (Robert DiVincent, Treasurer)

- a. Finance Monthly Report**
- b. Resolution:** New Jersey ARP Stabilization Grant Between NHCAC and NJ Division of Family Development Funding opportunity designed to use the grant for wages and benefits, insurance, rent, mortgage, utilities, cleaning and sanitizing, professional development related to health and safety, mental health services, and other operational expenses to remain open and operating. Projected Funding: up to \$120,000 per center
- c. Resolution: E-Rate Program**
Between NHCAC and USAC. Funding opportunity provides funding toward internet access, telecommunications services, and related equipment for schools and libraries. FY2022 Projected Requested: 90% discount on eligible internet connections charges and 85% discount on eligible basic maintenance charges



- VIII. Correspondence** (Maria Vila, Secretary)
- IX. Regular Business**
 - a. President's Report (Joan M. Quigley, President/CEO)
- X. Executive Vice President Report** (Rebecca Acosta, Executive Vice President)
 - a. Executive Vice President Report
- XI. Health Center Report** (Dr. Rita Knause, CMO)
 - a. Appointments/Re-Appointments
 - b. CMO Monthly Report
- XII. Quality Committee Report** (Linda Habermann-Ward, Quality Chairperson)
 - a. 2021 Annual Quality Board Report
- XIII. Social Services** (Rosemary J. Lavagnino, CAP Director)
 - a. Social Service Monthly Report
 - b. Department Head Reports
- XIV. Head Start/Early Head Start Report** (Monica Charris, HS/EHS Director)
 - a. Head Start Monthly Report
 - b. Policy Council Minutes (December 6, 2021)
- XV. Operations** (Vito Veneruso, Director of Operations)
 - a. Operations Monthly Report
- XVI. Human Resources** (Dawn Castella, HR Director)
 - a. Employment Monthly Report
- XVII. Corporate Compliance** (Anthony Arnone, Esq.)
- XVIII. New Business**
- XIX. Discussion**
- XX. Public Comments**
- XXI. Adjournment**