



**NORTH HUDSON**  
COMMUNITY ACTION CORPORATION

Board of Directors Meeting Agenda  
October 18, 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:** September 20, 2022

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

- a. **Resolution:** Jersey City Medical Center (Physician Lease Agreement)
- b. **Award:** Roof Rehabilitation & HVAC Service (714 31<sup>st</sup> Street, Union City)
- c. **RFQ:** Architect Services
- d. **RFQ:** Auditing Services
- e. **RFQ:** Insurance Brokerage Services
- f. **RFQ:** Legal Services (Employment)
- g. **RFQ:** Legal Services (General)
- h. **RFQ:** Local and Long Distance Phone Service Provider

**V. Consent Agenda (Policies & Procedures)**

- a. **A-A-19** FTCA Claims Management Policy (**New**)
- b. **A-A-24** Durational Residency (**New**)
- c. **AD-HR-39** Resignation and Reinstatement (**Updated**)
- d. **AD-HR-43** Personal Days (**Updated**)
- e. **CS-WT-11** SAR-CoV-2 Rapid Antigen Testing (**New**)

**VI. Finance Chair Report** (Robert DiVincent, Treasurer)

- a. Finance Monthly Report
- b. **Resolution:** CDBG Grant (Union City Health Center Interior Renovations)  
NHCAC desires to apply for and obtain a grant from the County of Hudson (County) for \$220,000 to provide the following services: COVID-19 renovations to a health care facility that services County-wide to ensure the sustainability of a facility that provides medical services for individuals that are low-and moderate-income.

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

- a. **NJPCA Board Annual Training**  
October 25, 2022 (9:30am – 11:00am)  
Zoom Meeting at NHCAC, 800 31<sup>st</sup> Street, Union City, NJ 07087
- b. **Halloween Fundraiser (Breast Cancer Awareness)**  
October 29, 2022  
510 81st Street, North Bergen, NJ



**VIII. Regular Business**

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

**IX. Executive Vice President Report** (Rebecca Acosta, Executive Vice President)

- a. Executive Vice President Report

**X. Health Center Report** (Dr. Rita Knause, Vice President of Medical Affairs/CMO)

- a. Appointments/Re-Appointments
- b. CMO Monthly Report
- c. Patient Satisfaction Survey 2022

**I. Social Services** (Rosemary J. Lavagnino, Vice President of CAP Services)

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

**II. Head Start/Early Head Start Report** (Monica Charris-Tabares, Vice President of HS/EHS)

- a. Head Start Monthly Report
- b. Policy Council Approved Meeting Minutes (August 2022)

**III. Human Resources** (Dawn Castella, Vice President of Human Resource)

- a. Employment Monthly Report

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

**V. New Business**

**VI. Discussion**

**VII. Public Comments**

**VIII. Adjournment**