



**NORTH HUDSON**  
COMMUNITY ACTION CORPORATION



**Board of Directors Meeting Agenda**

February 14<sup>th</sup>, 2023– 5:00 p.m.

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

**Federally Qualified Health Centers**

- Englewood
- Garfield
- Hackensack
- Harrison
- Jersey City
- Secaucus
- 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 17, 2023
- IV. Executive Chair Report** (Joseph M. Muniz, Chairperson)
- V. Consent Agenda (Policies & Procedures)**
- VI. Finance Chair Report** (Robert DiVincent, Treasurer)
  - a.** Finance Monthly Report
  - b.** Approval: 990 Form (January 31, 2022)
  - c. Resolution: E-RATE 2023 Grant**  
NHCAC desires to apply for and obtain a grant from the Universal Service Administrative Company (USAC) for approximately 90% discount on Category I Services and 85% discount on Category II Services for the following:  
**Category I Funding:** Provide low-cost, high-speed Internet service with speeds of at least 100 Mbps downstream and 10Mbps upstream. Internet Service will be provided by Optimum (SPIN: 143034500) and Comcast (SPIN: 143003990).  
**Category II Funding:** Provide low-cost, internal connections maintenance – the upkeep of routers, switches hubs and wiring necessary to transport information to classrooms located at the five (5) NHCAC Head Start locations in West New York, North Bergen, Union City and Kearny. Maintenance for all sites will be provided by a vendor selected through the fair and open bidding process.
- VII. Correspondence** (Maria Vila, Secretary)
- 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.** Appointment/Reappointments
  - b.** CMO Monthly Report



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

- a. 2022 Year End Presentation

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

- a. Social Service Monthly Report
- b. 2022 Social Services Consumer Satisfaction Survey Results
- c. Department Head Reports

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

- a. Head Start Monthly Report
- b. HS/EHS Calendar (2023-2024)
- c. HS PEP and Extended Day Program Calendar (2023-2024)

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

- a. Employment Monthly Report

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

**IV. New Business**

**V. Discussion**

**VI. Public Comments**

**VII. Adjournment**