



**NORTH HUDSON**  
COMMUNITY ACTION CORPORATION



Board of Directors Meeting Agenda

January 23, 2024– 5:00 p.m.

Giovanni D. Ahmad, 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** (Giovanni D. Ahmad, Chairperson)
- II. Roll Call**
- III. Approval of Meeting Minutes:** December 19, 2023
- IV. Executive Chair Report** (Giovanni D. Ahmad, Chairperson)
  - a. Annual Board Self Evaluation (For Period: July 2023-December 2023)  
<https://form.jotform.com/221644685162054>  
(Submit Responses by Friday, February 16, 2024)
  - b. Updated 2024 Health Center Hours of Operation
  - c. **Resolution:** New Board Member Appointments (**Handout**)
- V. Consent Agenda (Policies & Procedures)**
  - a. **CS-N-05:** Administration of Injectable Medication (**Revised**)
  - b. **CS-N-11:** Administration of Oral Medication (**Revised**)
  - c. **CS-N-14:** Administration of Tuberculin Skin Test-Mantoux Test (**Revised**)
  - d. **CS-IM-17:** Adult Medicine Preventive Care Clinical Guidelines-2024(**Revised**)
  - e. **CS-IM-36:** Antimicrobial Stewardship (**Revised**)
  - f. **CS-HIM-21:** Merging of Charts (**New**)
  - g. **CS-P-38:** Standing Orders for Administrating RSV monoclonal antibody to Children younger than 25 months of age (**New**)
  - h. **Addendum to CS-P-38:** Standing Orders for Administrating RSV monoclonal antibody to Children younger than 25 months of age
  - i. **CS-IM-31:** Standing Orders for COVID-19 for Adults (**Revised**)
  - j. **CS-P-16:** Standing Orders for COVID-19 for Children (**Revised**)
- VI. Finance Chair Report**
  - a. Finance Monthly Report
  - b. **FY2023 Comprehensive Housing Counseling Program Grant Award**  
Between NHCAC and US Department of Housing and Urban Development. Funding opportunity designed to conduct a housing counseling program on behalf of the Department of Housing and Urban Development (HUD).  
**Projected Funding: \$16,746**



- VII. Correspondence (Rosa Ayala, Secretary)**
  - a. Hackensack Mailer (**Handout**)
- VIII. 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, Vice President of Medical Affairs/CMO)**
  - a. Appointment/Reappointments
  - b. CMO Report
- XII. Planning Chair Report (Elise DiNardo, Planning Chairperson)**
  - a. Head Start/Early Head Start Secaucus Partnership (**Discuss**)
  - b. Head Start/Early Head Start Enrollments (**Discuss**)
- XIII. Social Services (Rosemary J. Lavagnino, Vice President of CAP)**
  - a. Social Service Monthly Report
  - b. Department Head Reports
- XIV. 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 (**December 2023**)
- XV. Human Resources (Dawn Castella, Vice President of Human Resources)**
  - a. Employment Monthly Report
- XVI. Corporate Compliance (Anthony Arnone, Esq.)**
- XVII. New Business**
- XVIII. Discussion**
- XIX. Public Comments**
- XX. Adjournment**