



NORTH HUDSON
COMMUNITY ACTION CORPORATION

Board of Directors Meeting Agenda
May 28, 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: April 23, 2024

IV. Executive Chair Report (Giovanni D. Ahmad, Chairperson)

- a. **Resolution:** Board Member Re-Appointment
Patricia Pettigrew (5-Year Term)


V. Consent Agenda (Policies & Procedures)

- a. **CS-WH-20:** Management of Gestational Diabetes (**Revised**)
- b. **CS-IM-14:** Management of Diabetes (**Revised**)
- c. **CS-P-29:** Pediatric Health Maintenance (**Revised**)
- d. **CS-BH/AS-01:** Addictive Services Bills of Rights (**Revised**)
- e. **CS-BH/AS-02:** Addictive Services Clinical Practice Guidelines (**Revised**)
- f. **CS-BH/AS-03:** Addictive Services Counselor Caseload (**Revised**)
- g. **CS-BH/AS-04:** Addictive Services Clinical Records (**Revised**)
- h. **CS-BH/AS-05:** Addictive Services Treatment Modality (**Revised**)
- i. **CS-BH/AS-06:** Adult-Check Procedures for Addictive Services (**Revised**)
- j. **CS-BH/AS-07:** Case Closures of Agency Referred Clients for Addictive Services (**Revised**)
- k. **CS-BH/AS-08:** Charitable Choice Regulations Practice (**Revised**)
- l. **CS-BH/AS-09:** Client Comprehensive Health Screening (**Revised**)
- m. **CS-BH/AS-10:** Client Confidentiality (**Revised**)
- n. **CS-BH/AS-11:** Clients Under Influence (**Revised**)
- o. **CS-BH/AS-12:** Confidentiality of Addictive Services Records (**Revised**)
- p. **CS-BH/AS-13:** Confidentiality of Information in Group Setting (**Revised**)
- q. **CS-BH/AS-14:** Counselor Intern Training For Addictive Services (**Revised**)
- r. **CS-BH/AS-15:** Counselor Intern Written Disclosure (**Revised**)
- s. **CS-BH/AS-16:** Court Appearances/ SSI Hearings (**Revised**)
- t. **CS-BH/AS-17:** DCPD Evaluation and Submission of Reports (**Revised**)



- u. **CS-BH/AS-18: De-escalating Potential Aggressive Client (Revised)**
- v. **CS-BH/AS-19: Discharge Summary For Addictive Services (Revised)**
- w. **CS-BH/AS-20: Disruptive Client Behavior (Revised)**
- x. **CS-BH/AS-21: Employee Referrals for Addictive Services (Revised)**
- y. **CS-BH/AS-22: Financial Acknowledgment (Revised)**
- z. **CS-BH/AS-23: Identification and Referral of Domestic Violence Victims (Revised)**
- aa. **CS-BH/AS-24: Non-Seclusion/ Non-Restraint (Revised)**
- bb. **CS-BH/AS-25: Non-Treatment for Sexual Offenders (Revised)**
- cc. **CS-BH/AS-26: Performance Improvement Audit for Addictive Services (Revised)**
- dd. **CS-BH/AS-27: Physical Health Screening for Addictive Services (Revised)**
- ee. **CS-BH/AS-28: Reassessment of Addictive Services Client (Revised)**
- ff. **CS-BH/AS-29: Reportable Events (Revised)**
- gg. **CS-BH/AS-30: Reporting Observed/ Suspected Child Abuse (Revised)**
- hh. **CS-BH/AS-31: Reporting to Professional Licensing Boards (Revised)**
- ii. **CS-BH/AS-32: Review of Policy & Procedure for Addictive Services (Revised)**
- jj. **CS-BH/AS-33: Spanish Substance Abuse Treatment & Awareness (Revised)**
- kk. **CS-BH/AS-34: Standard Order for Urine Drug Screening (Revised)**
- ll. **CS-BH/AS-35: Standard Procedures for Readmission, Admission & Retention of a Client for Addictive Services (Revised)**
- mm. **CS-BH/AS-36: Suicidal/ Homicidal Clients (Revised)**
- nn. **CS-BH/AS-37: Supervision of Counselor Intern for Addictive Services (Revised)**
- oo. **CS-BH/AS-38: Supportive Services (Revised)**
- pp. **CS-BH/AS-39: Termination of Client-Provider Relationship for Addictive Services (Revised)**
- qq. **CS-BH/AS-40: The Use of Cell phones and recording Device by Client (Revised)**
- rr. **CS-BH/AS-41: Treatment & Revision Plan for Addictive Services (Revised)**
- ss. **CS-BH/AS-42: Triage Phone Calls (Revised)**
- tt. **CS-BH/AS-43: Urine Alcohol Screening (Revised)**
- uu. **CS-BH/AS-44: Urine Analysis-Referrals and Reporting (Revised)**
- vv. **CS-BH/AS-45: Urine Drug Screening & Interpretation of Results (Revised)**
- ww. **CS-BH/AS-46: Urine Specimen Collection/ Screening (Revised)**
- xx. **CS-BH/AS-47: Waive Drug Screening for Addictive Services (Revised)**
- yy. **CS-CS-45: Form Completion (Revised)**
- zz. **Peer Review Plan (Revised)**

- VI. Finance Chair Report** (Anthony N. Dragona, Treasurer)
 - a. Finance Monthly Report (March 2024 Revised Financials & April 2024 Financials)
 - b. **Resolution:** Transitions in Care for Justice-Involved Populations Grant Between NHCAC and HRSA. Funding opportunity designed to strengthen transitions in care for individuals who will soon be released from incarceration, increasing their access to community-based, high-quality primary care services. FY2025 Projected Funding: \$1,000,000

- VII. Correspondence** (Rosa Ayala, Secretary)
 -  **NHCAF Memorial Golf Classic**
Monday, June 24, 2024
White Beeches Golf & Country Club
70 Haworth Dr, Haworth, NJ 07641

- 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 Report

- XI. Social Services** (Rosemary J. Lavagnino, Vice President of CAP)
 - a. Social Service Monthly Report
 - b. Department Head Reports

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

- XIII. Human Resources** (Dawn Castella, Vice President of Human Resources)
 - a. Employment Monthly Report

- XIV. Corporate Compliance** (Bart Mongelli, Esq.)

- XV. New Business**

- XVI. Discussion**

- XVII. Public Comments**

- XVIII. Adjournment**