

Bergen County Improvement Authority
ONE Bergen County Plaza,
Hackensack, New Jersey
REGULAR MEETING

MINUTES
January 6, 2011

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, R. Salkin
BCIA Staff: M. McHale, M. Raguseo, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:25 p.m. by Chairman Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Salkin - Present Commissioner Visotcky – Present Vice Chairman Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Visotcky to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Salkin and carried unanimously.	Motion carried.
Close to Public Comment	As there were no other comments from the public wishing to be heard, Motion was made by Commissioner Salkin and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion passed unanimously.	Motion carried
Approval of Minutes	Motion was made by Commissioner D'Arminio and seconded by Commissioner Visotcky to approve the Minutes of the following meeting: December 16, 2010 – Regular Session	Minutes approved.

A Roll Call vote resulted as follows:

Commissioner Corcoran– aye
Commissioner D’Arminio – aye
Commissioner Salkin – aye
Commissioner Visotcky – aye
Vice Chairman Wilson – aye

Resolution #11-01

Chairman Wilson reiterated that proposed Resolution #11-02 Authorizing Issuance of RFQs be pulled from today’s agenda. Therefore, the payment of bill by Resolution #11-01 remains. Commissioner D’Arminio had several questions regarding several line item vouchers on the bill list. More specifically, he asked for explanation regarding Creamer-Sanzari, A Joint Venture bill for work in connection with Overpeck Amenities. General Counsel Shahdanian explained that the project manager and the special master (Overpeck) had certified the work performed. Mr. Shahdanian gave a brief explanation of the specific dollars associated with the remaining landscaping issues at the site. This bill is within the scope of the contract award. Further, Mr. Shahdanian advised that Overpeck’s project manager was unable to attend tonight’s meeting, but will attend next month’s meeting and give a brief report of the project.

Resolutions Approved.

Commissioner Corcoran advised Commissioner D’Arminio that the corresponding payment vouchers along with supporting documentation to the bill list are brought to the meeting for Commissioner approval by signature. He explained that a detailed explanation of the each line item bill list is attached to the corresponding voucher. Commissioner Corcoran advised that he has been attending the weekly Overpeck site meetings. He will give a brief summary to the Board moving forward.

General Counsel Shahdanian advised that on a general note, all direct vouchers/bills are approved by our professionals.

Commissioner D’Arminio also asked for a more detailed explanation for the RSC Architect bill and the UniMak, LLC bill. General Counsel Shahdanian advised that both of these bills involve the BEC and that they are these contractors final payments.

A motion was made by Commissioner Salkin and seconded by Commissioner Visotcky to approve the following Resolutions: Motion carried.

#11-01 Payment of Bills

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Salkin – yes
Commissioner Visotcky - yes
Vice Chairman Wilson – yes

Resolution #11-02

Commissioner Salkin offered a Motion asking BRMC to respond to the BCIA request to provide data in connection with recent personnel layoffs. The Motion was seconded by Commissioner Visotcky Motion carried

Commissioner Corcoran – Yes
Commissioner D’Arminio - Yes
Commissioner Salkin – Yes
Commissioner Visotcky – Yes
Chairman Wilson – Yes

This motion was put in the form of a resolution as follows: Resolution approved.

#11-02 Requiring BRMC to Answer the BCIA’s Request for data in connection with the recent Hospital Personnel layoffs no later than Friday, January 14, 2011.

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Salkin – yes
Commissioner Visotcky - yes
Vice Chairman Wilson – yes

Closed Session

Chairman Wilson asked for a Motion to go into Closed Session. Commissioner Visotcky made the motion. Commissioner Salkin seconded the Motion. Motion carried unanimously. Counsel Shahdanian advised that the need for the Board to go into Closed Session involves BCIA personnel Motion carried.

Re-Open Meeting

Motion was made by Commissioner D’Arminio to re-open the regular session. Motion was seconded by Commissioner Salkin and carried unanimously. Motion carried.

Next Meeting

Our next meeting date will be Thursday, February 3, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Salkin and seconded by Commissioner Corcoran to adjourn the meeting at 7:00 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**

**Work Session
MINUTES
January 6, 2011**

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, R. Salkin
BCIA Staff: M. McHale, M. Raguseo, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:30 p.m. by Chairman Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open to Public (for matters not on today's agenda)

Motion was made by Commissioner Visotcky and seconded by Commissioner Corcoran to open the meeting for public comment. Motion carried unanimously.

Chairman Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there were no members of the public wishing to be heard, Chairman Wilson asked for a motion to close the meeting for public comment.

Motion was made by Commissioner Salkin and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion carried unanimously.

Chairman Wilson introduced the discussion items on today's agenda. The first of which is the Personnel/Employee Code of Conduct Policy. Chairman Wilson advised that this policy has been under consideration for some time. Executive Director Matthew McHale advised the Board that included in their packet today was a copy of the County of Bergen Personnel/Employee Code of Conduct Policy. He asked that the Commissioners review same so the BCIA can formally adopt a policy of its own. Mr. McHale requested that the Commissioners form a subcommittee to assist with this matter. Chairman Wilson asked for a Commissioner volunteer. Commissioner Kenneth Corcoran volunteered to serve on the Subcommittee. Executive Director

McHale advised that he expected in the next week or two to incorporate changes into the working document offered today and circulate an updated document to the Commissioners so that a formal policy can be adopted at our February meeting.

The next discussion issue on the agenda was the Professional Selection Policy. Executive Director Matthew McHale advised that in his conversations with Chairman Wilson, issues were raised for the need to reevaluate our RFQ process, including how the scope of services sought by the BCIA is created. Mr. McHale advised that he had hoped to provide to the Commissioners today some sample documents used throughout the State of New Jersey that he had requested from the League of Municipalities. He will have these sample documents shortly and will provide them to the Commissioners electronically to prompt further discussion for our RFQ offering. In the meantime, the BCIA resolution authorizing the issuance of RFQs will be removed from tonight's agenda. The removal of this resolution will not have an adverse effect on our statutorily required reorganization meeting which will take place in February.

Chairman's Report

Chairman Wilson advised that as Chairman he thought appropriate that the BCIA Board present a new agenda of what our vision is for the BCIA for the upcoming year. In addition to Chairman Wilson's outline, both Commissioners Visotcky and D'Arminio also presented statements.

Attached hereto as part of today's work session minutes is the compilation of the Board members presentations.

Hospital Report

Mrs. Mendelowitz included the following:

Announcements:

- Sunday, December 26, 2010 at 8:52 p.m., BRMC was notified through the County's Medical Coordination Center that the Acting Governor had declared a State of Emergency. The hospital had already enacted our plan to handle weather related emergencies. Two members of Senior Administration were on site from 3:00 p.m.--Katie Richardson, VP/LTC and Mary Anne Marra, Chief Nurse Executive. Arrangements were made to cover all essential hospital functions. However, this storm was particularly challenging for staff as New Jersey Transit buses stopped running as of 8:30 p.m., and many staff members rely on bus transportation to get to work. BRMC are in discussions with the New Jersey Hospital Association and local OEM regarding staff transportation needs and other assistance that may be available.

Regulatory compliance:

- No regulatory agency visits since the last BCIA meeting.

Chairman Wilson directed a question to Joseph Orlando, Chairman of BRMC, regarding when the BCIA can expect a response to our request for a list of the job titles for those laid off by BRMC. Mr. Orlando advised that he will not discuss by name the personnel affected by the layoff. Mr. Orlando advised that the lay offs were in response to the dramatic down turn in subsidiaries/funding from the State of New Jersey. Further he advised that the hospital worked very diligently to continue to be the safety net for Bergen County. Counsel Joseph Rizzi advised that as a result of the large layoffs in 2003, the BCIA came to be monitored by the New Jersey Department of Health. Under the Administrative Code, as licensee of the BRMC, the BCIA is the entity responsible for maintaining acceptable standards, including staffing standards. The BCIA has an obligation as the licensee to make sure the BRMC Manager is in compliance with the 65 percent rule, the 3.3 hours standard and the reserve powers be given to the BCIA and the County with respect to the reduction of staffing. We have an absolute right to know what is happening with the reduction of staff. We cannot determine if the hospital is in compliance if we are not advised as to what departments have been affected by the layoffs.

Mr. Orlando advised that he and his staff have worked very diligently to ensure that the 65 percent rule and the 3.3 hours rule have been adhered to. He also expressed that the hospital is working on a response to our request. Commissioner Salkin requested a deadline for Mr. Orlando's response. Mr. Rizzi advised that our agreement with the hospital requires that they present this information in advance.

Mr. Orlando advised that he and his staff are still working on the 2011 budget and cannot give a definitive date for delivery. Commissioner Salkin expressed his disappointment with Mr. Orlando's folding the two matters together, as the personnel who have been laid off is something that has already occurred. Mr. Orlando restated his response with no expected return date. General Counsel Shahdanian reiterated the letter request of Special Counsel Rizzi for a list of the job titles of personnel laid off by BRMC Manager.

Compliance Report

Mr. Tomkins not in attendance.

Urban Heath Report

Dr. Breyer reported that we are anxiously waiting for the hospital's report. We expect that the recent layoffs have no negative impact on patient care. We assume there is no impact on the 65% rule and the 3.3. hours standard. We will be looking at the ancillary positions. We understand that there were no nurses or CNAs that were subjected to the layoffs.

Dr. Breyer advised that utilization has been very strong. Management has been successful in bringing down lengths of stay in acute care.

Deputy Director's Report

Mr. Raguseo provided a status report on the following projects: BRMC Emergency Tunnel Shoring was completed today and the BRMC Emergency Replacements of Hydrants should

begin tomorrow. BRMC Building 11 Sprinkler and Buildings 6 and 8 Sprinkler Projects will be going out for re-bid shortly. The Board will be advised of any and all developments.

Chairman Wilson asked Mr, Raguseo to arrange a representative from the Community Oversight Board to give a presentation to the BCIA Board outlining its function as well as its role within the structure of the BCIA.

Executive Director's Report

Executive Director McHale reiterated his plan for implementing the BCIA's Personnel/Employee Code of Conduct Policy and the Professional Selection Policy.

General Counsel's Comments

General Counsel Shahdanian reported that he asked John Williams of MKW+Associates, LLC, Special Master, appointed by Judge Contillo, to oversee the Overpeck County Park Project, to investigate the reports in the newspaper about soil erosion at the site. Mr. Williams' expertise is in the area of landscape design. He reported that the soil erosion was not a result of improper workmanship, but of insufficient delivery of fill coupled with extreme unusual weather conditions. In his opinion, there was no negligence on the part of any of the project's contractors. Mr. Shahdanian advised that the Joint Venture contractors have a maintenance bond in place through October 2011 to ensure that the grass and other landscape work has been done properly.

Adjournment

There being no further business, motion was made by Commissioner Salkin and seconded by Commissioner Corcoran to close the Work Session at 6:23 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
SPECIAL MEETING

**CERTIFIED MINUTES
January 31, 2011**

Present: Commissioners P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, R. Salkin
BCIA Staff: B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Special Counsel: J. Rizzi, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 9:34 a.m.. by Chairman Wilson.	
Proof of Notice of Special Meeting	B. Losito read the Notice of Special Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Salkin - Present Commissioner Visotcky – Present Chairman Wilson – Present Members of the Public in attendance: John Libretti, Esq, Assistant County Counsel.	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Salkin to open the meeting for public comment with regard to today's agenda. Motion was seconded by Commissioner D'Arminio and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public, Motion was made by Commissioner Salkin and seconded by Commissioner Visotcky to close the meeting for public comment. Motion passed unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held on January 31, 2011.

Bernadette Losito, Assistant Secretary

Closed Session

General Counsel Shahdanian asked Chairman Wilson to ask for a Motion to go into Closed Session. Assistant County Counsel John Libretti was asked to attend our Closed Session to answer particular questions presented by the Commissioners. Commissioner Salkin asked for clarification for the need for Closed Session. Counsel Shahdanian advised that the Board will go into Closed Session for matters involving personnel. Counsel Shahdanian advised that the personnel who are the subject matter of this meeting have been notified of this meeting and none of those personnel has asked for the meeting to be made public.

Motion carried.

Adjournment

There being no further business, Motion was made by Commissioner Salkin to combine the closing of the Closed Session with the motion to adjourn the regular meeting. Commissioner D'Arminio seconded this Motion at 10:15 a.m. Motion carried unanimously.

Motion carried.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
CERTIFIED MINUTES
February 3, 2011

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, R. Salkin
 BCIA Staff: M. Raguseo, B. Losito, G. Velazquez
 General Counsel: J. Shahdanian, Esq.
 Compliance Officer: F. Tomkins
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:40 p.m. by Chairman Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Salkin - Present Commissioner Visotcky – Present Chairman Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Salkin to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Corcoran and carried unanimously.	Motion carried.
Close to Public Comment	As there were no other comments from the public wishing to be heard, Motion was made by Commissioner Salkin and seconded by Commissioner Corcoran to close the meeting for public comment. Motion passed unanimously.	Motion carried

I hereby certify that these are the minutes of the meeting held on February 3, 2011.

 Bernadette Losito, Assistant Secretary

Approval of Minutes

Motion was made by Commissioner Corcoran and seconded by Commissioner Salkin to approve the Minutes of the following meetings:

Minutes approved.

December 16, 2010 – Work Session
December 16, 2010 – Closed Session
December 29, 2010 – Regular Session
December 29, 2010 – Work Session
January 6, 2011 – Regular Session
January 6, 2011 – Work Session
January 6, 2011 – Closed Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D’Arminio – Aye
Commissioner Salkin – Aye
Commissioner Visotcky – Aye
Chairman Wilson – Aye

Resolutions #11-03 - #11-27

Chairman Wilson gave an overview of the Resolutions on tonight’s agenda. He mentioned that several of the resolutions involve re-organizational matters, including the three (3) month contracts for certain professionals who routinely do business with us. The abbreviated term is at the request of the new administration. Commissioner D’Arminio advised that he would be abstaining from any vote—resolutions or bills-involving RSC Architects as his firm represents the Borough of Harrington Park and that John Capazzi of RSC Architects is the Chairman of the Harrington Park Planning Board. He also asked if the resolution extending the employment of an employee at the BEC would affect the possible transition of management of the BEC to the County. Deputy Executive Director Raguseo advised that Mr. Chantes employment would not have any adverse consequence on the transition. Chairman Wilson advised that we are adding a Resolution authorizing the hiring of New Executive Director at the BCIA.

A motion was made by Commissioner Salkin and seconded by Commissioner Visotcky to approve the following Resolutions:

- #11-03 Payment of Bills
- #11-04 Statement of Intent – BRMC
Psychiatric Care, Cont. of Service
- #11-05 Cash Management Plan
- #11-06 Official Newspapers

- #11-07 Petty Cash Fund – Custodian
- #10-08 Appointment – Assistant Secretaries
- #11-09 BEC–Extend Term of Hire (Chantes)
- #11-10 Amend Contract – PMK Group –
Overpeck Park Site Landfill Closure
- #11-11 Change Order #10 Overpeck Amenities –
Creamer/Sanzari, A Joint Venture
- #11-12 Amend Contract – RSC Architects – On \
Call Const. Mgnt. For Various Projects
- #11-13 Amend Contract – BRMC Forensic
Unit/Security Electronics (T&R Alarm)
- #11-14 Resolution relating to County Executive
Action, dated 1/14/11 and Amending prior
Reso. Nos. 10-159, 10-160 and 10-161
- #11-15 Award Contract – RSC Architect –
Arch/Eng Service for BRMC Bldg. 10
New HVAC System and Emergency
Generator
- #11-16 Award Contract –Chief Financ.Officer
- #11-17 Award Contract – General Counsel
- #11-18 Award Contract – Auditor/Contract
Compliance
- #11-19 Award Contract – Special Legal
Counsel, BRMC
- #11-20 Award Contract – Special Legal
Counsel, BRMC
- #11-21 Award Contract – Governmental
Relations Consultant
- #11-22 Award Contract – Public Relations
Consultant
- #11-23 Award Contract – Graphic Design
Consultant
- #11-24 Award Contract – Special Litigation
Counsel
- #11-25 Amend Contract – RSC Architects –
Arch. Services, BRMC Vault #3
- #11-26 Award Contract – Remington &
Vernick Engineers – Engineering,
Design & Oversight Services, BRMC
Bldg 6-8 Main Comm. Kitchen Renov
Existing Refrigeration Walk-In Boxes
- #11-27 Authorize Hire of New BCIA
Executive Director

Resolution approved.

A Roll Call vote resulted as follows:

- Commissioner Corcoran– yes, except nay for
Resolution No. 11-14
- Commissioner D’Arminio – yes, except
abstaining from voting for Resolution
Nos.11-12, 11-15 & 11-25
- Commissioner Salkin – yes, except vote of
“present” for Resolution No. 11-20
- Commissioner Visotcky - yes
- Vice Chairman Wilson – yes

Commissioner D’Arminio asked to put on the
record his reasoning for adopting Resolution
No. 11-14. He expressed that although

he has some reservations, it seems in the best interest of the taxpayers and the BCIA to move forward in a positive manner.

Commissioner Salkin advised that Resolution No. 11-14 is a settlement of issues between the County Executive Office and the BCIA and in an effort to move forward and avert litigation, he will approve its passage. Vice Chairperson Visotcky agreed with the sentiments mentioned by Commissioners D'Arminio and Salkin. Chairman Wilson acknowledged the comments of the other mentioned Commissioners.

Vice Chairperson Visotcky expressed her disappointment that the appointment of Mr. Robert Garrison as BCIA Executive Director was in the newspaper today prior to his interview with Commissioners. However, prior to tonight's meeting, Mr. Garrison was interviewed by me and the other Commissioners and she found him to be qualified and seems like he will be a nice addition to the BCIA and the county of Bergen. Commissioner Salkin reiterated Ms. Visotcky's comments and advised that he will approve the resolution hiring Mr. Garrison.

Commissioner Corcoran advised that as this is our reorganization meeting, the Board needs to reorganize its officers.

Motion carried.

Motion was made by Commissioner Corcoran and seconded by Commissioner Visotcky to nominate Philip Wilson as Chairman.

A roll call resulted as follows:

Commissioner Corcoran – Yes
Commissioner D'Arminio - Yes
Commissioner Salkin – Yes
Commissioner Visotcky – Yes

Motion was made by Chairman Wilson and seconded by Commissioner D'Arminio to nominate Lou Ann Visotcky as Vice Chairperson. A roll call resulted as follows:

Commissioner Corcoran – Yes
Commissioner D'Arminio - Yes
Commissioner Salkin – Yes
Chairman Wilson – Yes

Commissioner D'Arminio asked that we coordinate our future presentation of minutes to the County Executive with guidelines provided by Statute, such as presenting minutes as certified minutes, within a five (5) days period and then if there are no

substantive changes, the Board verify them at the next meeting. If there are substantive changes to the minutes, then the minutes need to be re-presented to the County Executive.

Next Meeting

Our next meeting date will be Thursday, March 3, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Salkin and seconded by Commissioner Corcoran to adjourn the meeting at 7:15 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**

**Work Session
CERTIFIED MINUTES
February 3, 2011**

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, R. Salkin
BCIA Staff: M. Raguseo, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Compliance Officer: F. Tomkins
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:59 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open to Public (for matters not on today's agenda)

Motion was made by Commissioner Visotcky and seconded by Commissioner Salkin to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Jeff Peck representative from HPAE Union Representative expressed his disappointment as to the way both the Republication and Democratic Administrations have managed the hospital. He articulated that the BCIA and the Community Oversight Board (COB) have both failed in their role at BRMC. He asked that the new administration get a copy of the agreement between the County and the Hospital. In addition, he suggested that the new members of the BCIA and COB should ask for a meeting with the hospital management company principals and ask for the patients satisfaction surveys that are filled out by all patients upon exit and take a tour of the hospital with a staff person, not just an administrator. His union does not want the ability to turn a profit by the manager to interfere with patient care. Further, he expressed concern with house

I hereby certify that these are the minutes of the meeting held on February 3, 2011.

Bernadette Losito, Assistant Secretary

keeping issues such as bed bugs. The hospital bed bug infestation has yet to be controlled. BRMC does not employ adequate house keeping personnel to maintain a clean environment. Mr. Peck spoke about the appalling treatment of psychiatric patients, elaborating that the unit's bathroom facility is equipped with no toilet seats because one patient long ago used the toilet seat in an unsafe manner. These patients could be treated humanely if there were enough staff to accompany patients to use the bathroom facility. Further, there are laundry issues. Last year, he brought to the BCIA's attention that patients need pajamas. At that time, Mrs. Mendelowitz said that the nursing staff just needs to request pajamas and they will be provided. A week or two later, 20 pairs of pajamas were received, however, within a month they were gone and never replaced.

Mr. Peck advised that patients do not get enough food, especially in the evening shift. In addiction services, patients were given nicotine patches. The head of this unit happened to be a cigar store owner in Hackensack. He is no longer with the hospital. These addiction patches are still used. Further, Mr. Peck advised that lengths of patient stay at the hospital have been reduced because the hospital receives payment only for shortened lengths of care. If a patient needs more care, they are sometimes discharged right to the emergency room, readmitted and placed on a different floor. Furniture is also in short supply, frequently does double duty and is in disrepair.

HPAE thinks there should be more communication between the manager and the BCIA. When there is an \$8 million staffing cut, HPAE does not think that it should be them, HPAE, to call it to the BCIA's attention. Dr. Breyer looks into staffing and other matters at the hospital; however, the information the manager provides to him is sometimes skewed or inaccurate.

Mr. Peck also complained about the lack of parking at the facility. He mentioned that the manager receives payment from schools which have their medical students visit the facility and use all of the allotted parking spaces forcing the staff to park in illegal spots causing staff to be written up/ticketed. Mr. Peck advised that he felt that there were ways for the BCIA Board to rectify some of these matters.

Commissioner Corcoran asked Mr. Peck to put his points on paper in order for us to confront the manager with the issues. Mr. Peck advised that he has done this already, but he will put together a list.

Vice Chairperson Visotcky expressed her urgent concern regarding the patient safety issues that Mr. Peck spoke of. The hospital should address these issues and report back to the BCIA immediately.

Close to Public

As there was no other members of the public wishing to be heard, Chairperson Wilson asked for a motion to close the meeting for public comment.

Motion was made by Commissioner Salkin and seconded by Commissioner Corcoran to close the meeting for public comment. Motion carried unanimously.

Special Presentation from members Neglia Engineering Associates and RSC Architects regarding the status of Overpeck County Park Project.

Dan Kaufman of Neglia Engineering informed the Board that the Overpeck Landfill Project which involved capping the landfill has been completed. Also, the Overpeck Amenities Phase I portion of the project is virtually complete. This portion of the project includes infrastructure, fields and roadways. The only outstanding item is the planting of grass. We now have an escrow account in place to cover the completion of this issue which is dependent upon favorable weather conditions. The County has secured funding for Overpeck Phase II, which encompasses the connection of the Park to Fort Lee Road. This portion of the project includes a series of bridges, roadway, a traffic light and area lighting. The estimate for this work is \$8 million. Chairperson Wilson asked about permitting. Mr. Kaufman advised that all permits, including DEP permits, are in hand.

Alberto Abreus of RSC Architect spoke about the Overpeck Buildings, which includes the comfort station and the amphitheater. There are minor punch list items which have yet to be completed. Daibes Brothers, Inc. is the contractor. However, all buildings are completed and functional. Chairperson Wilson asked if comfort stations are open year round. Mr. Abreus advised that the comfort facilities are open year round. The comfort facilities are controlled by an electronic system, which ensures that the facilities are open when the park is open. This includes a system override that when the lighting is turned on for a sporting event, the bathrooms are open. Commissioner D'Arminio questioned whether the park is used for winter sports, such as cross country skiing. Mr. Abreus mentioned that the parks are mostly used for soccer and other cold weather sports, as well as walkers.

Hospital Report

Chairperson Wilson asked Mrs. Mendelowitz if she would like to comment on Mr. Peck's concerns. She said that she would like to see his list of concerns before she provides comment.

Mrs. Mendelowitz' report included the following:

Updates:

- Weather – despite the numerous snow/ice storms, BRMC has been able to maintain all essential hospital functions. However, when New Jersey Transit stops bus service, the hospital has an additional challenge as many staff members rely on bus transportation to get to work. BRMC has provided transportation via our Security Department to its essential employees who rely on bus service.
- Pastoral Care – on January 24 BRMC received a letter from Fr. Sebastian, the Catholic chaplain that he was being re-assigned effective January 31. This information was forwarded to the BCIA office and a replacement is currently being sought. This change has been of particular concern to our LTC residents.

Regulatory compliance:

- LTC – January 10 – The Ombudsman visited to review information in follow up to an incident that we reported on a staff member who mishandled a resident.
- BHS — January 28 – Unit FG was surveyed for re-designation by the New Jersey Department of Children and Families, Division of Child Behavioral Services. Medicine, Nursing and Social work had no deficiencies. Recreation Therapy- received a citation for absence of notes and treatment planning and a plan of correction will be submitted.

Dr. Breyer asked Mrs. Mendelowitz about any follow up on the recent suicides at the facility. Mrs. Mendelowitz advised that there is an investigation in progress, but she did not feel it appropriate to comment at a public forum at this point.

Compliance Report

Mr. Tomkins advised that on tonight's agenda is a resolution to engage an accounting firm to perform an audit of BRMC accounts receivables. The hospital performs its own audit, but this audit is to be performed on behalf of the BCIA. This audit is necessary to ensure that the BCIA is protected and that the hospital accounts receivables are in fact collectable and meet acceptable levels. The BCIA has performed this audit in the past.

Mr. Tomkins advised that he, Mr. Raguseo and Mr. Rizzi met with the principal/manager of BRMC. It was a good meeting. Mr. Rizzi had prepared an overview of the meeting. These meetings were held quite frequently when the manager first took over the operation and Mr. Tomkins expressed that it would be productive if we have meetings between us more regularly.

Urban Heath Report

Dr. Breyer distributed a LTC Staffing Analysis, 2/3/11. Chairperson Wilson asked Dr. Breyer to get to the heart of this document. Dr. Breyer advised that there were staff reductions. His report is strictly a review of LTC. The report shows the BRMC meets or exceeds the minimum state requirements. However, spot checks are showing a dramatic negative change in the staffing levels. Also, the hospital model/matrix has now been reduced which reflects the hospital's internal level of staffing acceptability. This will be discussed at the next LTC subcommittee meeting. The BCIA needs some assurance by management that the level of care has not been compromised on issues of safety. Dr. Breyer advised that he is very alarmed with the present situation. Commissioner D'Arminio asked how BRMC measures up next to other area hospitals. Dr. Breyer said he will look in to Mr. D'Arminio's question.

Deputy Executive Director's Report

Mr. Raguseo advised that the list of personnel laid off from BRMC has been received by Special Counsel Rizzi. The hospital expressed the reason the list was not presented earlier was because of the civil service/seniority type system.

Further, Mr. Raguseo advised that the catholic chaplain assigned by the Archdiocese of Newark to BRMC has been reassigned and is no longer at the facility. Mr. Raguseo spoke to Monsignor

Petrillo who is actively seeking a replacement and will assigned a chaplain shortly. The BCIA understands the importance of having a catholic chaplain on site.

Mr. Raguseo gave an overview of the several projects which were on our 2010 capital list which are being awarded this evening, more specifically, BRMC Building 10 emergency generator and the refurbishment of Building 6-8 walk-in refrigeration boxes. Also, on the bill list are two invoices for emergency water main repairs at BRMC. Upon notification of the water main break, we had our architectural contractor review the matter to be sure that we undertake the repair properly. Mr. Raguseo also provided a timeline of the actual main break and BCIA notification of the main break. Additional damages may have been sustained because of the delay in notification. We are investigating the matter.

General Counsel's Comments

General Counsel Shahdanian made no comments.

Action Items:

- Jeff Peck to submit to the BCIA Board a list of items/complaints mentioned concerning BRMC staffing and situation deficiencies.
- BRMC Management to report back to the BCIA Board concerning unsafe conditions brought to the Board's attention by Mr. Peck.
- Commissioner D'Armino's request for Dr. Breyer to provide a comparison of BRMC level of staffing to other area hospitals.

Adjournment

There being no further business, motion was made by Commissioner Salkin and seconded by Commissioner Visotcky to close the Work Session at 6:39 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 SPECIAL MEETING

**CERTIFIED MINUTES
 February 17, 2011**

Present: Commissioners P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, R. Salkin, E. Trawinski
 BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
 General Counsel: J. Shahdanian, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 9:35 a.m. by Chairman Wilson.	
Proof of Notice of Special Meeting	B. Losito read the Notice of Special Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Salkin - Present Commissioner Visotcky – Present Chairman Wilson – Present Members of the Public in attendance: John A. Felice, Freeholder Liaison to BCIA Susan L. Rose, Freeholder Aide to J. Felice John Libretti, Esq, Assistant County Counsel Edward Trawinski, Commissioner to be sworn in. Michael Gartland, Staff Writer from <u>The Record</u> entered the meeting at 9:50 a.m.	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner D'Arminio to open the meeting for public comment with regard to today's agenda. Motion was seconded by Commissioner Visotcky and carried unanimously. Commissioner Salkin asked to be heard by the Board. He expressed his opinion that Mr. Trawinski cannot serve as both County	Motion carried.

I hereby certify that these are the minutes of the meeting held on February 17, 2011.

 Bernadette Losito, Assistant Secretary

Administrator and BCIA Commissioner. Further, he advised that he plans on filing an ethics complaint in this matter.

Chairman Wilson and Vice-Chairperson Visotcky thanked Commissioner Salkin for his service. Commissioner Salkin advised that it has been his pleasure to serve and then exited the meeting.

Freeholder John A. Felice, Liaison to the BCIA addressed the Board and expressed his honor and privilege to serve in this capacity for the citizens of Bergen County and hope that we proceed on a basis of cooperation and diligence. Chairperson Wilson welcomed Freeholder Liaison Felice and feels that he will find the Board professional and very conscious of their role on behalf of the citizens of Bergen County.

General Counsel Shahdanian asked to put on the record that it is the opinion of the Improvement Authority that Commissioner Salkin is mistaken that the N.J.S.A. 40:37a-52 provides for any person to be a member of the Board of Commissioners as long as they are not a member of the governing body of the County of Bergen or that we do business with or provide them loans. Further, as Mr. Trawinski is not a member of the governing body of Bergen or any other county, he is able to serve. Assistant County Counsel Libretti agreed with Mr. Shahdanian and advised that the County Administrative Code permits the County Executive to appoint the County Administrator to boards as a voting member. Mr. Trawinski is not an elected official.

Freeholder Felice advised that he sponsored the Resolution appointing Mr. Trawinski for this appointment and that he has the honor of knowing Mr. Trawinski for many years and that he cannot speak highly enough of his integrity and intellect. Chairman Wilson spoke for himself and the other Board members that we are delighted to have Mr. Trawinski on our Board.

Close to Public Comment

As there were no other comments from the public wishing to be heard, Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to close the meeting for public comment.

Motion carried.

Motion passed unanimously.

John Shahdanian, Esq., administered the oath of office to Commissioner Edward Trawinski. Commissioner recited and accepted oath.

Discussion: Resolution #11-28

Chairman Wilson gave an overview of resolution on today's agenda, more specifically a Resolution rescinding certain resolutions approved at our last meeting. These Resolutions involve Resolution Nos. 11-21, 11-22 and 11-23 Awarding Contracts to Gibbons, P.C., respectively.

Commissioner Trawinski advised that the County Administration deemed it appropriate that it offer Mr. Garrison and the BCIA the use and assistance of all of the County public information people, including Chief of Staff Jeanne Baratta and Public Information Officer Joe Appio. These services will be made available to the BCIA Executive Staff and its Commissioners at no cost to the BCIA.

Commissioner D'Arminio asked to go through the Resolutions we will be rescinding to make sure that the BCIA will have a smooth transition. Mr. Raguseo advised that Gibbons law firm has two outstanding grants that have yet to be completed. Commissioner D'Arminio asked if we can make some special arrangement, possibly an hourly wage for them to finish up on these matters. The two outstanding grants are an \$80,000 Green Acres Grant for the BEC and the other is a \$200,000 BRMC Building 11 Sprinkler Project. Chairman Wilson advised that we do not want to lose what we already have secured. Commissioner D'Arminio mentioned that June Montag is now on board to help with this process.

Commissioner Trawinski advised that he has relayed to the BCIA Executive Staff that the County Administration has no problem with above-mentioned special arrangement with the Gibbons firm to conclude open matters.

Commissioner D'Arminio asked if Catania Consulting had any matters outstanding. Counsel Shahdanian advised that Catania Consulting was the spokesperson for the BCIA and were paid on a monthly retainer basis.

Commissioner D'Arminio asked what our protocol/policy for inquiries from the press. He also expressed that he would like the Chairman and Commissioners be made aware of press inquiries. Executive Director Garrison advised that the BCIA is currently working on protocol/policy which will be discussed with the Board and ultimately be made available once it is complete.

Commissioner D'Arminio expressed the need for the BCIA to get the word out as to what products/services the BCIA has available. Executive Director Garrison mentioned that he had reviewed the minutes from previous meetings, more specifically the agenda for the upcoming year that was included in those minutes. He advised that the Executive Staff is in discussion with the administration and is already moving forward with some of its initiatives. Commissioner Trawinski asked that the Freeholder Board, more specifically Freeholder Felice be an active participant in this matter.

Freeholder John Felice asked if in an effort to move towards governmental transparency that the public meetings be moved to the Calabrese Caucus room on the 5th Floor where there is recording capabilities. Also, he suggested that the Commissioner attend meetings in person. Chairman Wilson advised Freeholder Felice that today's meeting is held under an extraordinary circumstance at the request of the new administration. The Board meets monthly in The Learning Center, on the 4th Floor. These meetings are attended by all Commissioners and are recorded. Commissioner D'Arminio has requested that the minutes be maintained and put on the website. Freeholder Felice further expressed the public friendly, well equipped virtues of the Calabrese Caucus Room. Chairman Wilson invited Freeholder Felice to our next meeting in The Learning Center. Chairman Wilson advised that we will make the best decision.

Chairman Wilson advised that Gateway Media is a company who prepares/creates the BCIA Annual Report. Gateway is paid as they perform services. To date we had no solid plans to use this service in the immediate future.

Commissioner D'Arminio asked how we are going to handle this function moving forward. Commissioner Trawinski advised that the County has in-house capabilities to handle

this service, which is available to the BCIA. Commissioner Trawinski advised that the Governor signed into law that each County post its budget on its website. The County Administration will be asking each and every agency to do the same. Chairman Wilson advised that the BCIA welcomes that suggestion.

Chairman Wilson asked Counsel Shahdanian to prepare the Resolution Rescinding the three Resolutions involving Gibbons, Catania Consulting and Gateway Media. Chairman Wilson asked Mr. Shahdanian to request a cost estimate from the Gibbons firm in this regard. In addition, Commissioner Trawinski asked that language be included in the Resolution expressly stating the specific two grant matters that the Gibbons firm will be concluding.

Resolution #11-28

A motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to approve the following Resolution:

Resolution approved.

#11-28 Rescinding Resolution Nos. #11-21, #11-22 and #11-23 Awarding Contracts to Gibbons, P.C, Catania Consulting and Gateway Media, incorporating comments above.

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Vice Chairman Wilson – yes

Resolution #11-29

Chairman Wilson wanted to bring up the item concerning the Audit of the BRMC Accounts Receivables which was discussed but omitted from the agenda. Commissioner D’Arminio asked for some background. Chairman Wilson advised that there are two items—first item is the issue concerning the procedural matter of request for qualifications from the public. The other item is that our contract with the manager sets forth that the manager must maintain \$25 million in receivables. In order to ensure that this is done, the BCIA on a periodic basis hires an auditing firm to make sure we safeguard the public. These receivables protect the standing of the hospital and the BCIA. The Manager also has an outstanding \$30 million loan to the County which receivables will

Resolution approved.

Ensure repayment. Chairman Wilson only wants to do one piece of this process today which is to solicit credentials for qualified firms.

Freeholder Felice asked for an explanation as to composition of the \$25 million in receivables. Chairman Wilson advised that receivables are all the payments that come into the BRMC, such as insurance payment, Medicare and the like. Freeholder Felice asked what is the hospital's cash on hand? Chairman Wilson advised that he does not have the answer to this question. Freeholder Felice expressed the importance of the hospital operating with sufficient cash on hand. Further, he asked for the BCIA to provide him with an answer possibly at the next meeting.

A motion was made by Commissioner D'Arminio and seconded by Commissioner Visotcky to approve the following Resolution:

#11-29 Authorize Issuance of RFQ for Special Auditing Services, BRMC, as discussed.

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Vice Chairman Wilson – yes

Commissioner Trawinski expressed the Administration's thanks and appreciation for scheduling this Special Meeting so promptly and complying with its request. Chairman Wilson advised that our goal has been to work in cooperation with the new administration.

Freeholder Felice had a few questions regarding the Bergen Equestrian Center, more specifically the operation cost per month which was recently reported in The Record to be \$21,000. His questions are: Why does it cost that much; when is the facility going to open; why is the County/BCIA in this business; and do we have business plan in place.

Commissioner Trawinski advised that the County is in the process of transferring the BEC from the BCIA to the County Parks Department. As part of that transition, the administration is looking into the questions

you asked as well as others. This is a priority to Wolfgang Albrecht and to the administration and he encouraged Freeholder Felice to speak directly to Wolfgang Albrecht about this.

Commissioner D'Arminio wanted to add some comments to this issue. One of the Agenda items the BCIA has been discussing is the possibility of the BEC be transferred to the Parks Department. The BEC had a problem/difficult history and when there was a problem, it was transferred to the Improvement Authority for resolution. Counsel Shahdanian advised that we issued 2 RFPs and the County issued one RFP all without satisfactory submissions. Commissioner D'Arminio advised that there are many possibilities for the facility with autistic and other disabled children. He suggested that maybe an invitation go out to other venues possibly New York City where people can afford and assist the County in operating this costly facility. Commissioner D'Armino offered his opinion that this facility rightfully should be contained within the Parks Department

Adjournment

There being no further business, Motion was made by Commissioner Visotcky to combine the closing of the Closed Session with the motion to adjourn the regular meeting. Commissioner Trawinski seconded this Motion at 10:20 a.m. Motion carried unanimously.

Motion carried.

Bergen County Improvement Authority
ONE Bergen County Plaza,
Hackensack, New Jersey
REGULAR MEETING
CERTIFIED MINUTES
March 3, 2011

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:19 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski - Present Commissioner Visotcky – Present Chairperson Wilson – Present Chairperson Wilson welcomed the public to this meeting and asked to take this opportunity to publicly welcome Commissioner Trawinski to the BCIA Board as he was sworn in at our February 17, 2011 Special Meeting. Further he wanted to publicly thank Commissioner Salkin for his good service.	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner D'Arminio to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Trawinski and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Visotcky and seconded by	Motion carried.

I hereby certify that these are the minutes of the meeting held on March 3, 2011.

Bernadette Losito, Assistant Secretary

Commissioner Trawinski to close the meeting for public comment.

Motion passed unanimously.

Verification of Certified Minutes

Motion was made by Commissioner Corcoran and seconded by Commissioner Visotcky to verify the Minutes of the following meetings:

Minutes approved.

January 31, 2011 – Special Session
January 31, 2011 – Closed Session
February 3, 2011 – Regular Session
February 17, 2011 – Special Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D’Arminio – Aye
Commissioner Trawinski – Aye for 2/17/11 Minutes; Abstain from voting for 1/31/11 and 2/3/11 Minutes
Commissioner Visotcky – Aye
Chairperson Wilson – Aye

Resolutions #11-30 thru #11-33

Chairperson Wilson asked Executive Director Garrison to give an overview of today’s resolutions. Mr. Garrison advised that he would present the first resolution and the Deputy Executive Director Mauro Raguseo will present the others. Mr. Garrison presented the overview of the payment of bills resolution and noted that the bills/payments listed are typical of those usually presented and approved by the Board. Chairperson Wilson asked if the bill list was available to the public. Assistant Secretary Losito informed that a desk copy is available for the public at the entrance of our meeting room. Commissioner Trawinski asked if the availability of funds is obtained from our CFO prior to an invoice being presented on the bill list. General Counsel Shahdanian affirmed this practice.

Commissioner D’Arminio asked the status of the outstanding monies due Catania Consulting and Gibbons, P.C. since their contracts have not been renewed. Counsel Shahdanian advised that our contracts run from February to February and these professionals’ billings lag behind a month or so. We will follow up. As a follow up to our last meeting where the Commissioners discussed that counsel/staff negotiate a fee with Gibbons, P.C. to finish up their involvement in securing certain grants, Commissioner D’Arminio asked if we had successfully negotiated a fee. Counsel Shahdanian advised that indeed we had and the fee was \$5,000.00. Executive Director

Garrison advised that the Gibbons firm has been responsive and been working with our staff to complete these matters. Deputy Director Raguseo presented an overview of the remaining Resolutions on the agenda which involved Bergen Regional Medical Center projects.

A motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to approve the following Resolutions:

Resolution approved

- #11-30 Payment of Bills
- #11-31 Award of Contract–King Mechanical Installations – BRMC Building 11 Sprinkler Project
- #11-32 Change Order #3 – BRMC Vault #3 Replacement (Tru-Val Electric)
- #11-33 Reject All Bids For Purpose of Negotiation – BRMC Bldgs 6 & 8 Sprinkler Project

Commissioner Trawinski advised that when he first reviewed today's meeting agenda, he made a mental note to ask to table Resolution 11-32. However, he wanted to applaud Mr. Raguseo for arranging for Mr. Formanek of RSC Architects presentation supporting the need for the change order for BRMC Vault #3.

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Chairperson Wilson – yes

Motion

A Motion was made by Commissioner Trawinski that BRMC provide us with a written response to our request concerning the recent layoffs of hospital personnel no later than Friday, March 11, 2011 or we will begin the appropriate legal proceedings. The BCIA and County's foremost concern is patient care and that BRMC's conduct of violating and ignoring the notice of intention provision in their contract with us evidences the inappropriate respect for patient care. The BCIA/BRMC contract provides that reasons for reduction are to be presented before any changes in staffing. We further demand that BRMC restore the recently eliminated 132 hours of patient care until the matter is settled. Mr. Trawinski asked

Motion carried.

Counsel Shahdanian to call Counsel/ Principals at BRMC in an effort to avert litigation to resolve this matter. The motion was seconded by Commissioner Corcoran

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Chairperson Wilson – yes

Closed Session

Chairman Wilson asked for a Motion to go into Closed Session. Commissioner Trawinski made the motion. Further, Mr. Trawinski advised that he would like that there be a written resolution presented when closed/executive session is necessitated stating the reason such session is necessary and when the minutes of such will be made available to the public. Commissioner D’Arminio seconded the Motion. Motion carried unanimously. Counsel Shahdanian advised that the need for the Board to go into Closed Session involves the intergovernmental transfer litigation and the BCIA v. BRMC litigation.

Motion carried

Action Items:

- Follow-up on outstanding billings for Catania Consulting and Gibbons Law for 2/10 through 2/11 work period.
- Receipt of written response from BRMC regarding staff layoff/reduction.
- Board adopt/utilize form of resolution which is to be submitted by Counsel to the Board setting for the reason/need for closed/executive session and when the minutes of such session will be made available to the public..

Next Meeting

Our next meeting date will be Thursday, April 7, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to adjourn the meeting at 6:54 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Assistant Secretary

Bernadette Losito

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**

**Work Session
CERTIFIED MINUTES
March 3, 2011**

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:34 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open to Public (for matters not on today's agenda)

Chairperson Wilson stated for the record that our By-Laws call for a time limit of seven (7) minutes for making public comment.

Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Jeff Peck representative from HPAE Union Representative expressed his thanks to the BCIA members who accompanied HPAE staff on yesterday's tour of BRMC facility. He mentioned that BCIA members commented that they found the tour illuminating. Mr. Peck thought it was a very good first step and that the BCIA should visit the hospital often. Other HPAE/BRMC staff members were happy to see BCIA participation.

I hereby certify that these are the minutes of the meeting held on March 3, 2011.

Bernadette Losito, Assistant Secretary

Close to Public

As there was no other members of the public wishing to be heard, Chairperson Wilson asked for a motion to close the meeting for public comment.

Motion was made by Commissioner Visotcky and seconded by Commissioner Trawinski to close the meeting for public comment. Motion carried unanimously.

Chairperson Wilson advised that Commissioner D'Arminio submitted a letter this afternoon raising the possibility of a conflict of interest with the dual status of our new Executive Director Robert Garrison who is also the Acting Director of the Department of Planning and Economic Development. Commissioner D'Arminio law firm, Price, Meese, Schulman & D'Arminio, has some client matters pending before the County Planning Board and its staff, which Board is part of Department of Planning and Economic Development.

Commissioner Trawinski advised that although he does not feel that there is conflict of interest on his part, as County Administrator, and Mr. Garrison direct supervisor, he would like to recuse himself from this matter.

Commissioner D'Arminio mentioned that he spoke with Mr. Garrison, who advised that he will erect a "wall" around any matters from his firm so that Mr. Garrison has no impact on any firm matters and that Commissioner D'Arminio will in turn erect a "wall" at the BCIA so that Commissioner D'Arminio has no impact on Mr. Garrison's terms and conditions of employment.

Further, Commissioner D'Arminio asked if the other BCIA Commissioners were comfortable with this arrangement and if General Counsel Shahdanian can research/render an advisory opinion whether a conflict exists.

Chairperson Wilson thought we should poll the other Commissioners on this matter. However, until we get an advisory opinion of any conflict, he state the matter is satisfactory to the Commissioners.

Mr. Garrison gave a further overview of his role as Acting Director of the Department of Planning and Economic Development. When an application comes into his office, it is dealt with by a division within the department. Eventually, a joint report, which is the result of seven to nine staff people reviewing the submission. The review team consisting of members of engineering, planning and public works. Mr. Eric Timtak, Director of Planning, has been and will be signing all joint reports so that there is no conflict. We will revisit this procedure to see if there are any other steps which need to be taken.

Chairperson Wilson, Vice-Chairperson Visotcky and Commissioner Corcoran have no problem with any conflict of interest in this matter, pending the advisory opinion of General Counsel Shahdanian.

Chairperson's Report

Chairperson Wilson wanted to open his comments by stating that all Commissioners serve on the BCIA Board without compensation.

Executive Director's Report

Executive Director Garrison wanted to thank everyone for their warm welcome to him in his new role at the BCIA. He has found the staff very dedicated and has found the minutes, which contained the upcoming year suggested plan for the BCIA very helpful. He looks forward to working with all of you in the future.

Mr. Garrison wanted to highlight some points such as that yesterday, he and his staff were able to tour the hospital with HPAAE representative as well as with Susan and Tom. We are going compare notes and have further discussions with the participants. Freeholder Felice and the Freeholder Board will soon be taking a tour of the hospital as well.

In addition, Mr. Garrison also advised that yesterday he and members of his staff as well as Wolfgang Albrecht toured the Bergen Equestrian Center. He advised that the County Executive as well as elected and other officials will also soon tour the facility. There are a lot of good things at the site as well as items that need additional attention. However, he advised that he will reserve comment until more information has been gathered and discussed.

Mr. Garrison also highlighted some other actions he would like to see taken, such as updating the by-laws as well as working more closely with the Commissioners on pertinent matters by forming subcommittees that deal with specific issues. He wanted the public and elected and other officials to know that we are trying to better deal with the day to day as well as the ancillary items which fall under the responsibility of the BCIA.

Mr. Garrison also advised that Mauro Raguseo is looking into coordinating as a cost saving issue the BCIA website with the County's website. We are also investigating whether we can possibly make our website more interactive so that we may incorporate some of the comments Freeholder Felice offered at prior meetings to improve the transparency of the workings of the BCIA.

Chairperson's Report (continued)

Chairperson Wilson advised that Mr. Orlando had announced at the December COB meeting that the hospital was to layoff employees and that these layoffs would have no impact on direct care. In our oversight role, we inquired as to what titles, not necessarily the names of specific employees, would be eliminated. Similar to our repeated unfulfilled requests for the BRMC budget, we were not given the information we had requested even though contractually we were entitled to this information prior to any change in staffing. When we ultimately received the list, Mr. Orlando's explanation was not exactly truthful as there were layoffs of direct care positions. When the list was received, it was marked "privileged" which was a way of giving the BCIA a list which we could not share its content. Chairperson Wilson informed Mr. Orlando that this behavior is unacceptable. Further, Chairperson Wilson noted that Dr. Breyer review also confirmed that the layoff resulted in a diminution of 132 hours of direct care per day.

Dr. Breyer confirmed Chairperson Wilson's explanation. He also mentioned that the BCIA is to be notified prior to any suggested reduction. The onus should not be on us to prove that something is wrong. The BRMC Manager is to both give us oral and written notice as well as detailed explanations of any staff reductions.

Mr. Joseph Orlando advised that our report is detailed enough to warrant an oral and written report from BRMC and he looks forward to satisfying our request.

Commissioner Trawinski advised that he did not think we were going far enough—the County's focus is on patient care. BRMC Manager violating and repeatedly ignoring our requests for information and explanation evidences disregard for patient care. By contract, the BCIA is to receive prior to any staffing change evidence of the reason for reduction in staffing. Commissioner Trawinski asserted that we will give BRMC Manager a short period of time to comply with our request while reinstating the 132 hours per day that Dr. Breyer mentioned in his report. If the Manager does not comply within this period, the BCIA should institute legal proceedings to have the Manager fulfill its contract. This administration will not tolerate the diminution of patient care in violation of your contract. It may have slid over the past 8 years. It may have happened before you were here, but it is a new day and a new sheriff in town. Mr. Trawinski asserted that he has only one focus on behalf of himself and the County Executive and that is patient care. Commissioner Trawinski advised that at the appropriate time, he will present this matter as a motion before the BCIA.

Mr. Orlando advised that due to the complexity of this matter, he will have the response to us by the next BCIA Public Meeting. Commissioner Trawinski advised that he find this time frame unacceptable and the hospital's response should not take that length of time. Vice Chairperson Visotcky offered and Commissioner Trawinski affirmed that a one week deadline would be imposed.

Mr. Orlando advised that BRMC does take patient care very seriously and that a response will be compiled and submitted.

Hospital Report

Mrs. Mendelowitz did not verbally render her report this evening, but submitted it to the BCIA in writing.

Mrs. Mendelowitz' report included the following:

Updates:

- Pastoral Care – Father John Quill has replaced Fr. Sebastian, as the Catholic chaplain. Fr. Quill has started on a part-time basis and will be on site full-time as of March 9.

Regulatory compliance:

- LTC – February 15 – The Ombudsman visited as follow up to an incident that we reported. There were no findings on exit and a written report will follow.
- LTC – On February 25 – a water main break on campus required a shut down to the hospital that affected all buildings, with the exception of Buildings 12 & 14. We implemented our emergency procedures, and buildings 5 & 6 and one unit in building 8, which house LTC residents were completely without water for the duration of the shutdown, which lasted approximately 5 hours. This was a reportable event to the Dept. of Health.
- BHS – January 28 - we received written confirmation from the Division of Mental Health on the re-designation of AG & BG as STCF (Short Term Care Facility) units. The re-designation survey took place in August of 2010.

Compliance Report

Mr. Tomkins was not in attendance.

Urban Heath Report

Dr. Breyer had no further report.

Freeholder Liaison Felice asked Mr. Orlando to include in his report medical error by employees with patient care, infection rates and morbidity. This analysis to depict the period prior to and post staffing cuts.

Mr. Orlando spoke about the “core measure” report of the hospital. Further, he advised that just two years ago BRMC “core measure” was rated one of the worst in the State of New Jersey and now has improved to be reported as one of the 5 best hospitals in the State. Mr. Orlando will give us a complete explanation of “core measure”

Deputy Executive Director’s Report

Mr. Raguseo echoed Mr. Garrison’s comments with respect to yesterday’s tour of the hospital. In addition, Mr. Raguseo gave an overview of the hospital related resolutions to be adopted at tonight’s meeting. More specifically, the award of contract to King Mechanical Installations for Building 11 Sprinkler Project and the rejection of bids for the purpose of negotiation (bids were over the budgeted project amount) for Buildings 6 and 8 Sprinkler Installation.

Mr. Raguseo introduced Mr. Michael Formanek of RSC Architects, who gave an explanation of the need for a change order on tonight’s agenda for BRMC Vault #3. Mr. Formanek advised that Feeder #6 was to be pulled through an existing conduit. The conduit, circa 1956, had penetrations and obstructions. The contractor tried several times to get the wires through to no avail. We asked the contractor to put a scope/camera through the remaining conduit to see exactly what was causing the obstruction. The contactor put together a proposal to put a new conduit line right next to the old line for a distance of 140 linear feet of underground conduit. General Counsel Shahdanian asked Mr. Formanek to confirm, as he did, that this situation was

unforeseen. Commissioner Corcoran asked whether another line could be run through this conduit for future repairs. Mr. Formanek mentioned that the size of the conduit pipe would have to be increased for such use; however, he does not recommend this because this is a dedicated feeder line and in close proximity to the vault. Also, the entire length of the project is 3000 linear feet.

Mr. Orlando asked for detailed information regarding what the hospital needs to do to satisfy the BCIA's request concerning the recent layoffs. Chairperson Wilson advised that the BCIA has requested an explanation as to how you can make reductions without reducing patient care.

General Counsel's Comments

General Counsel Shahdanian made no comments.

Action Items:

- General Counsel Shahdanian to research/render a advisory opinion whether conflict of interest exists with Commissioner D'Arminio status on the BCIA Board considering that BCIA's Executive Director Robert Garrison is also the Acting Director of the Department of Planning and Economic Development and that Commissioner D'Arminio's firm has client matters before the County Planning Board. .
- Mr. Orlando to provide a report of medical error by employees with patient care, infection rates and morbidity. This analysis to depict the period prior to and post staffing cuts.
- Mr. Orlando will provide a detailed explanation of "core measures."

Adjournment

There being no further business, motion was made by Commissioner Visotcky and seconded by Commissioner D'Arminio to close the Work Session at 6:17 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
CERTIFIED MINUTES
April 7, 2011

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
 BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
 General Counsel: J. Shahdanian, Esq.
 Compliance Officer: F. Tomkins
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:14 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski - Present Commissioner Visotcky – Present Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Corcoran to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Visotcky and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held on April 7, 2011.

 Bernadette Losito, Assistant Secretary

Verification of Certified Minutes

Motion was made by Commissioner Visotcky and seconded by Commissioner D'Arminio to verify the Minutes of the following meetings:

Minutes approved.

February 3, 2011 – Work Session
March 3, 2011 – Regular Session
March 3, 2011 – Work Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye for 3/3/11 Minutes; Abstain from voting for 2/3/11 Minutes
Commissioner Visotcky – Aye
Chairperson Wilson – Aye

Commissioner D'Arminio asked for a follow up to his request of Dr. Breyer to provide a comparison of BRMC level of staffing to other area hospitals. Dr. Breyer mentioned that he had prepared a comparison of BRMC to other state, national as well as area hospital that was discussed at the LTC subcommittee level. He advised that management opinion was such a comparison would not present a fair measurement because the other area hospitals are private facilities while BRMC is a public facility.

Resolutions #11-34 thru #11-41

Chairperson Wilson asked Executive Director Garrison to present today's resolutions.

Executive Director Garrison presented the bill list and advised that moving forward if the bill list contains any extraordinary or uncommon expense, he will make note of it at the meeting. Commissioner D'Arminio then asked a question as to what is a "special master." General Counsel Shahdanian advised that a special master was appointed by Judge Simon formerly involved in the court proceedings involving Overpeck. John Williams of MKW+Associates, a landscape specialist, was appointed and is still providing oversight at the project.

Mr. Garrison continued with the list of today's resolutions. Reso 11-25 Authorize Issuance of RFQs for Professional Services. Commissioner D'Arminio asked for the explanation/distinction between General Counsel and Special Litigation Counsel. Counsel Shahdanian explained his firm's roles in this regard. Reso 11-36 Disbursement of Proceeds for Bergen Community College. Commissioner Trawinski advised that paragraph 5 of the

resolution be omitted/crossed off from this document as it does not apply. Reso 11-37 Award Contract For Special Audit Services, BRMC to McEnerney, Brady and Co. Commissioner D'Arminio asked that this firm's hourly rate be attached or indicated in resolution.

Mr. Garrison asked Mr. Raguseo to present an overview of the remaining Resolutions on the agenda. Mr. Raguseo presented Reso 11-38 Change Order for Overpeck Buildings Project for Daibes Brothers. Consultants Dan Kaufman (Neglia Engineers) and Alberto Abreus and Steven Botbyl (RSC Architects) were also on hand to answer any questions. Counsel Shahdanian advised that almost all of the work included in this Change Order has been completed and through negotiation the cost for the work has been significantly reduced. Mr. Abreus gave a brief presentation outlining the change order; however, Counsel Shahdanian asked that the Daibes Brothers back-up documents be attached to the resolution. Mr. Abreus also stated that none of the contractor's change order requests was accepted on face value. All entries were examined for validity and all costs negotiated. Commissioner Trawinski asked for a specific explanation as to why these items were not originally included in the project and what constitutes the added cost of \$262,234. A majority of the additional costs are as a result of the upgrades in the amphitheater from a band shell to a production stage.

Commissioner Trawinski asked that wording be rolled into this resolution which sets forth the magnitude of the cost reductions obtained by negotiation with the contractor.

Mr. Raguseo presented back up support for Reso 11-39 regarding a Change Order for English Paving during the work session. Reso 11-40 amends the resolutions of professionals at our reorganization meeting to set forth that the BCIA did not comply with the fair and open process because of the brief/holdover nature of the awards.

Chairperson Wilson advised that the BCIA by way of Reso. 11-41 is to adopt and comply with the State of New Jersey Office of the State Comptroller Best Practices for Awarding Service Contracts. Mr. Garrison advised that he has discussed this policy with Dr. Novelli, County Purchasing Director, to adopt this policy for BCIA procurements.

A motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to approve the following Resolutions:

Resolution approved

- #11-34 Payment of Bills
- #11-35 Auth. Issuance of RFQs for Prof. Services
- #11-36 Disbursement of Proceeds – BCC Lyndhurst Campus Construction Req. #4 – March 9, 2011, as amended
- #11-37 Award Contract – Special Audit Service, BRMC –McEnerney, Brady & Co., as amended
- #11-38 Change Order – Overpeck County Park Bldgs-Phase I (Daibes Bros.), as amended
- #11-39 Change Order #1, BRMC 2009 Paving and Circulation (English Paving)
- #11-40 Amend Resolutions for Prof. Services
- #11-41 Adoption of State of NJ Office of the State Comptroller Best Practices for Awarding Serv. Contracts, dated 3/4/10

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Chairperson Wilson – yes

Closed Session

Chairman Wilson asked for a Motion to go into Closed Session. A motion was made by Commissioner D’Arminio and seconded by Commissioner Trawinski.

Motion carried.

Resolutions #11-42

#11-42 Closed Session

Resolution approved.

Commissioner Trawinski asked and Counsel Shahdanian stated for the record that the resolution offered indicates that the matter to be discussed in Closed Session is involving potential notice of claim and possible anticipated litigation involving personnel and will be released to the public once the matter is made public.

Next Meeting

Our next meeting date will be Thursday, May 5, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to adjourn the meeting at 7:54 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
April 7, 2011

Present: Commissioners: P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Compliance Officer: F. Tomkins
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:34 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open to Public (for matters not on today's agenda)

Chairperson Wilson stated for the record that all Commissioners served on the Board without compensation. In addition, Chairperson requested that those members of the public wishing to speak at the meeting address his/her question to the Chair and limit any comments to seven (7) minutes in accordance with our By-Laws.

Motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Jeff Peck, hospital employee and HPAE Union representative expressed his thanks to the BCIA members for recent meetings/discussions and encourages its future help and offered his and the union members assistance in any way possible in connection with BRMC. He wanted to advise the Board that a medical doctor who assists BRMC psychiatrists when their patients have medical problems has been replaced by a nurse practitioner. The name of the former medical doctor is Dr. Rafuten.

I hereby certify that these are the minutes of the meeting held on April 7, 2011.

Bernadette Losito, Assistant Secretary

Mr. Peck asked that the two psychiatrists from the hospital have asked to say a few words. Dr. Barbara Palmer, attending psychiatrist from the most acute psych unit, and Dr. Karina Attapedian, attending psychiatrist in acute care psych unit, introduced themselves. Dr. Palmer advised that she is deeply distressed at the loss of Dr. Rafuten. He was inundated with caring for our psychiatric patients. Psychiatric patients usually do not take care of their medical health. Dr. Palmer advised that while she can handle basic medical concerns, more in depth coverage is needed. Without minimizing the value of a nurse practitioner, this level of staffing is not equipped to handle certain situations. Also, the psychiatrists were informed that the nurse practitioner is to handle only emergency situations and today when there was an emergency situation, the nurse practitioner referred the medical case to a hospitalist. Dr. Palmer reiterated that she is concerned that patient care will be compromised. Dr. Attapedian agreed with Dr. Palmer's assessment and advised that as psychiatrists, they do not have the liability insurance to handle medical-based issues that may arise. The quality of care of their patients may be compromised without actual doctor's coverage for these patients.

Close to Public

As there was no other members of the public wishing to be heard, Chairperson Wilson asked for a motion to close the meeting for public comment.

Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the meeting for public comment. Motion carried unanimously.

Chairperson's Report

Chairperson Wilson advised that we will be forming a subcommittee to examine the fee basis of the BCIA bond offering program. Executive Director Robert Garrison gave a brief explanation of our bonding program. Chairperson Wilson asked Commissioner D'Arminio, and he accepted, to join BCIA staff to serve on this committee.

Chairperson Wilson expressed an interest in forming a subcommittee to discuss upgrades for the BCIA website. However, we are not ready to that tonight, but asked that if any Commissioner has an interest in this area to let him know.

Executive Director's Report

Executive Director Garrison mentioned that the BCIA received two inquiries from Tenafly school board and Maywood borough to use our Bergen Municipal Banc program. We are awaiting their formal applications and we will forward them to TD Bank for processing. Chairperson Wilson repeated that what you are reporting is that the program is up and running. Mr. Garrison confirmed, but added that both this program as well as our bonding program are being examined as to their viability and possible improvement. Chairperson Wilson advised that he was delighted that we would have more openness about fees.

Chairperson Wilson advised that last month we made several requests regarding staff layoffs from the Hospital and to date, the hospital has not provided this information. The BCIA is continuing its oversight role and have had meetings with HPAAE and Hospital staff and have

found these meetings useful. The Hospital has accused the BCIA of micromanaging and we have expressed that we have no interest in doing so. Dr. Breyer's reports have been useful and have given us good information for discussion. Chairperson Wilson also wanted to thank the COB as well its subcommittees--Behavior Health, Acute, Executive and Mental Health. In addition, the Chair asked to put three (3) statements on the record: (1) the BCIA has no interest in micromanaging BRMC; (2) the BCIA has oversight duties in protecting our most vulnerable citizens; and (3) contract compliance.

Hospital Report

Mrs. Mendelowitz' report included the following:

Announcements:

- May 8 – the BRMC Foundation's annual golf outing fundraiser will be held at the Hackensack Golf Club, Oradell, NJ.
- Chapel renovations – a project of the BRMC foundation which began on January 24th will conclude over the next two weeks.
- Bergen Record article on “Medicare Preventable Errors”

Regulatory compliance:

- LTC – February 15 – The Ombudsman visited as follow up to an incident that we reported. BRMC has received the written report confirming no findings.
- LTC – March 10 – The Ombudsman visited on a complaint from a resident's daughter – there were no findings on exist.
- LTC – April 7 - the DOH visited on 6 complaints involving 3 residents. There were no issues with pest control, cleanliness, puddles of water, infection control, call bells, DM monitoring, or delay of notification. No issues with an allegation of abuse per a resident's daughter's complaint. The surveyor will further review back in office, one set of Dietitian notes on one resident, regarding weight loss, and will contact us if there are any findings on that particular issue. No issues noted upon exit.
- BHS - March 8 - BRMC received written notification that the Division of Child Behavioral Health, Department of Children and Families re-designated our Child/Adolescent unit FG as a Children's Crisis Intervention Service. The on-site survey took place in January.

Mrs. Mendelowitz commented on Dr. Rafuten, the medical liaison in Behavior Health, who resigned without giving the hospital notice. She advised that the nurse practitioner is just a temporary measure. Dr. Rafuten worked during the day, 5 days a week. Emergencies that would arise at any other time of the 24 hour, 7 day per week period would be handled by the hospitalist.

The hospitalist is still available. Both pediatric and geriatric care coverage is provided by separate group providers. Mrs. Mendelowitz advised that Dr. Sweeting, BRMC Director, Department of Medicine, is actively looking for Dr. Rafuten's replacement. Mr. Garrison asked if there is a policy for physician replacement. Mrs. Mendelowitz said there might be an H.R. procedure in place. Commissioner D'Arminio asked what would be an adequate time for the hospital to find Dr. Rafuten's replacement. Mrs. Mendelowitz responded about thirty (30) day. Further, Commissioner D'Arminio asked what assurances can the hospital give us about the quality of care in the interim period. Mrs. Mendelowitz reiterated that the hospitalist is on staff 24 hours a day, 7 days per week to handle patient care. Mr. Garrison asked if hospitalist providing this care is a physician. Mr. Orlando affirmed that a hospitalist is a medical doctor trained in hospital care.

Compliance Report

Mr. Tomkins mentioned that on the agenda tonight we have the award of contract to a firm to conduct the audit of BRMC accounts receivables. He asked if there were any questions regarding this award. Commissioner D'Arminio asked that the contract award include the hourly rates for the services rendered. General Counsel Shahdanian advised that the resolution will be amended to include the auditor's hourly rates. Commissioner D'Arminio asked whether the BCIA has a security interest/assignable interest in BRMC receivables. Mr. Shahdanian asked Special Counsel Joseph Rizzi to respond. Mr. Rizzi affirmed that we have a security interest in BRMC's accounts receivables.

Urban Heath Report

Dr. Breyer asked to speak with the psychiatrists regarding the situation in Behavior Health and discuss his finding in LTC Subcommittee. Chairperson Wilson asked that he please do.

Dr. Breyer advised the volume in psych is down in psychiatry. At the LTC subcommittee meeting, we are still discussing the reduction in staffing. On several spot checks the Medicaid standard of staffing was exceeded, but on two units Medicaid standard was not met. The contract standard, however was met, but by an ever shrinking margin. At the subcommittee meeting, the nurse liaison, a union person, spoke about the tremendous stress nurses are working under. They are staying on their own time for record keeping. Another issue was that the staffing matrix for LTC has been reduced. We are hoping that the staffing is too low and the hospital may choose to increase staffing levels. Chairperson Wilson and June Montag commented that the discussion at the meeting was helpful.

Deputy Executive Director's Report

Mr. Raguseo advised that several of us met with the Hospital Management to go over some of the issues that arose from our meeting with HPAE. Several items that were discussed where that when complaint forms are submitted to management, that a copy of said form be supplied to the COB. In addition, we asked that the BCIA be given access to policy manuals. Our General Counsel will be sending a letter memorializing our concerns.

We had the negotiation for the BRMC Buildings 6 and 8 Sprinkler Project at Florio Perrucci's offices. The three contractors who recently bid participated. The negotiation resulted in a reduction of \$70,000, a \$600,000 or \$700,000 reduction from our first bid offering. We recently received some information that has prevented us from moving forward with this project, but hopefully we will be able to proceed at our next meeting.

Mr. Raguseo wanted to highlight an \$8,500 invoice on the bill list for Adamo Brothers for Emergency Shoring of Building 5 Tunnel. We received a call from the hospital that the tunnel was collapsing. Michael Formanek of RSC Architects investigated and found that the tunnel was not collapsing, but deteriorating which would require emergency shoring. Building 10 Tunnel is currently out for bid. We have included Building 5 Tunnel as an alternate in that project.

Mr. Raguseo noted Resolution 11-39 authorizing a change order for English Paving for BRMC 2009 Paving and Circulation Project. This change order was necessitated as a result of unsuitable material found during excavation. The Project Manager, Neglia Engineering certified and documented the condition and approved the change order.

General Counsel's Comments

General Counsel Shahdanian made no comments.

Action Items:

- Executive Director Garrison asked the Hospital for procedure/policy for personnel replacement, if any.
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting.
- General Counsel Shahdanian to research/render a advisory opinion whether conflict of interest exists with Commissioner D'Arminio status on the BCIA Board considering that BCIA's Executive Director Robert Garrison is also the Acting Director of the Department of Planning and Economic Development and that Commissioner D'Arminio's firm has client matters before the County Planning Board. **(generated from 3/3/11 work session)**
Mr. Shahdanian advised that his office will provide response shortly

Adjournment

There being no further business, motion was made by Commissioner Visotcky and seconded by Commissioner Corcoran to close the Work Session at 6:20 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
CERTIFIED MINUTES
May 5, 2011

Present: Commissioner P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
 BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
 General Counsel: J. Shahdanian, Esq.
 Compliance Officer: F. Tomkins
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:20 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski - Present Commissioner Visotcky – Present Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Corcoran to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Visotcky and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held on May 5, 2011.

 Bernadette Losito, Assistant Secretary

Verification of Certified
Minutes

Motion was made by Commissioner
Trawinski and seconded by Commissioner
Visotcky to verify the Minutes of the following
meetings:

Minutes approved.

March 3, 2011 – Closed Session
April 7, 2011 – Regular Session
April 7, 2011 – Work Session
April 7, 2011 – Closed Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye
Commissioner Visotcky – Aye
Chairperson Wilson – Aye

Chairperson Wilson stated for the record that
all Commissioners serve on the BCIA Board
without compensation. That includes Mr.
Trawinski, Ms. Visotcky, Mr. Corcoran, Mr.
D'Arminio and himself.

Resolutions #11-43 through
#11-52, #11-54 through
#11-55

Chairperson Wilson asked Executive Director
Garrison to present today's resolutions.

Resolution 11-43 Payment of Bills, prompted
Chairperson Wilson to question the bill for
Xquizit Technologies. Deputy Executive
Director Raguseo advised that we are in the
process of updating our website using the
County of Bergen Data Processing
Department; however, until we are ready to
launch the new site, we are still utilizing
Xquizit Technologies' services.

Commissioner D'Arminio asked for an explanation
of Resolution #11-44 Disbursement of Proceeds -
Kean University/OCC Campus Construction
Requisition #2 – April 15, 2011. General Counsel
Shahdanian advised that this situation is similar to
BCC bond deal where funds are disbursed upon
completion/certification at various points in the
construction process. Kean University/OCC was
able to use Bergen County's Authority bonding
services as Ocean County does not have an
improvement authority.

Commissioner Trawinski advised that as he is the
Administrator of the County of Bergen, he is
technically Alfred Dispoto's superior and asks to
abstain from voting on Mr. Dispoto's appointment
Chief Financial Officer of the BCIA in Resolution
11-52 on tonight's agenda.

Chairperson Wilson asked that we adopt an additional Resolution holding over those professionals who presently have contracts with the BCIA until new contracts are awarded either by a special meeting or at next month's regular public meeting.

In furtherance of this evening's contract award for BRMC Building 10 Tunnel, Commissioner Corcoran asked if it was prudent for the BCIA to investigate whether any of the other hospital tunnels need immediate attention. Mr. Raguseo responded that the BCIA is proactive and our on-call architect does periodically inspect the premises for such purpose. Mr. Garrison wanted to make note that BCIA meets every other week and every fourth week with the hospital representatives to discuss campus issues. Mr. Formanek said that RSC Architect had done a brief study and assured that Buildings 10 and 5 are the areas which need immediate attention. Commissioners Corcoran and D'Arminio jointly requested that a photographic study be compiled to give us a base line of the situation. Mr. Raguseo said this could be done through RSC Architects' On-Call Contract with the BCIA.

A motion was made by Commissioner Corcoran and seconded by Commissioner Visotcky to approve the following Resolutions:

Resolutions approved

- #11-43 Payment of Bills
- #11-44 Disbursement of Proceeds – Kean University/OCC Campus Construction Requisition #2 – April 15, 2011
- #11-45 Award Emerg. Contract – J. Fletcher Creamer & Son, Inc.-BRMC Building 14 Water Main Break Repair – 2/11
- #11-46 Award Emergency Contract – Adamo Brothers, Inc. – BRMC Building 5 Tunnel Shoring – 3/11
- #11-47 Amendment to By-Laws of BCIA
- #11-48 Disbursement of Proceeds – BCC Lyndhurst Campus Construction Requisition #5 – April 25, 2011
- #11-49 - Pulled -
- #11-50 Award Emerg. Contract – J. Fletcher Creamer & Son, Inc.-BRMC Building 3 Water Main Break Repair – 2/11
- #11-51 Award Contract – BRMC Buildings 6 and 8 Sprinkler System – Landmark Fire Protection
- #11-52 Award Contract – Chief Fin. Officer
- #11-54 Award Contract – BRMC Building 10 Tunnel Repair Project – Louis Garguilo Company, Inc.

#11-55 Continuation of BCIA Professional
Contracts on a Holdover Basis
Pending New Contract Awards

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Trawinski – yes, except
abstention for Resolution #11-52
Commissioner Visotcky - yes
Chairperson Wilson – yes

Closed Session

Chairman Wilson asked for a Motion to go into Closed Session. A motion was made by Commissioner D’Arminio and seconded by Commissioner Trawinski.

Motion carried.

Resolutions #11-56

Closed Session

Resolution approved.

Chairperson Wilson asked Counsel Shahdanian to state for the record the need for closed session. Counsel Shahdanian stated that the matters to be discussed in Closed Session are: BRMC personnel issues, BRMC potential litigation and BCIA personnel. Closed Session minutes will be released to the public once the matters are made public.

Chairperson Wilson advised that after Closed Session the Board will reconvene in the Regular Session only to motion and approve the BCIA adoption of Resolution 11-53 Authorize Issuance of RFQs.

A Roll Call vote resulted as follows:

Commissioner Corcoran – Yes
Commissioner D’Arminio – Yes
Commissioner Trawinski – Yes
Commissioner Visotcky – Yes
Chairperson Wilson – Yes

Reconvene Regular Session

At 8:23 p.m., Chairperson Wilson asked for a motion to reconvene to our Regular Session. A motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski.

Motion carried.

Resolution #11-53

A motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to approve the following Resolution:

Resolution approved.

#11-53 Authorize the Issuance of Requests For Qualifications, as revised

Next Meeting

Our next meeting date will be Thursday, June 2, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to adjourn the meeting at 8:26 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
May 5, 2011

Present: Commissioners: P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.
Compliance Officer: F. Tomkins
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:30 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation. That includes Mr. Trawinski, Ms. Visotcky, Mr. Corcoran, Mr. D'Arminio and himself. In addition, the Chairperson requested that those members of the public wishing to speak at the meeting address his/her question to the Chair and limit any comments to seven (7) minutes in accordance with our By-Laws.

Motion was made by Commissioner Visotcky and seconded by Commissioner Trawinski to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Jeff Peck, hospital employee and HPAE Union representative asked to call to our attention insufficient staffing on Easter weekend. The hospital staffing person has been on leave and there does not seem to be any hospital employee to be sure that staffing levels are met. As Mothers Day is just a few days away, Mr. Peck asked that adequate staffing levels be secured.

I hereby certify that these are the minutes of the meeting held on May 5, 2011.

Bernadette Losito, Assistant Secretary

Close to Public

As there was no other members of the public wishing to be heard, Chairperson Wilson asked for a motion to close the meeting for public comment.

Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to close the meeting for public comment. Motion carried unanimously.

Chairperson's Report

Chairperson Wilson advised that the BCIA will only be awarding a contract to our chief financial officer this evening. He advised that he will add comments to items being discussed by others during today's work session. He also asked if any Commissioner were interested in working on the update/revision of our BCIA website for them to speak with him about that privately.

General Counsel's Comments

General Counsel Shahdanian addressed his questions to Mrs. Mendelowitz as Joe Orlando was not in attendance. He advised that the BCIA has yet to receive adequate information regarding the hospital's recent layoffs. He advised that the hospital's counsel responded that the hospital has provided the BCIA with the information it requested, even though the BCIA position is that the hospital's response and the information provided was not sufficient. The BCIA is evaluating our options. We also asked to be provided with BRMC policies and procedures. The hospital's counsel said we can get this information electronically, however we would have to retrieve this information at a computer terminal at the hospital. We have yet to be given access to said terminal. We also asked for a procedure/policy index so that we could specify what specific items we would be interested in reviewing. No index has been provided. We also asked for any letters/memoranda setting forth changes in policy. No documents have been provided.

In addition, the need for clean up in connection with Building 14 was brought to the hospital's attention when the County Executive toured the facility. To our knowledge, this situation has yet to be rectified.

Further, the BCIA would ask for the status of hiring a medical doctor in connection with the psychiatric patients at BRMC. It was our understanding that a nurse practitioner was serving the medical needs of the psychiatric patients while the search for and hiring of the prior medical doctor's replacement.

Executive Director's Report

Executive Director Garrison advised that the BCIA has a meeting scheduled with members of the Bergen County Parks Department regarding Bergen Equestrian Center. Our discussion will include possible options such as potential summer operation as well as long term uses and operation of the facility.

Mr. Garrison advised that he, along with Commissioner D'Arminio, had a meeting with several bond counsels who the BCIA has used in the past to discuss the fees associated with bonding.

The bond counsels disclosed what services were performed by various professionals and how and what these professionals are paid for their services. Our discussions revealed that the fees the BCIA pays are generally within the range of other facilities in the State; however, there are areas where we may be able to reduce these fees moving forward. Mr. Garrison advised that he has asked other authorities and other New Jersey entities for a breakdown of fees they pay for bonding. Executive Director Garrison advised that he hopes to provide feedback/analysis concerning fees associated with BCIA bonding by our next meeting.

Commissioner D'Arminio mentioned that the largest fee associated with the bond deals is with the underwriter. He advised that we could possibly look at ways to lower this cost, but the way the underwriter makes money is by selling the bonds. The BCIA would want the underwriter to work hard to sell the bonds without diminishing his incentive. Commissioner D'Arminio advised that there are numerous parties involved in bonding who collect fees for their service. These fees are not very large. We could possibly impose an hourly rate for services performed up to a certain dollar amount, but in a recent bond deal where this scenario was imposed, the work generated required the party to earn a larger fee than would have been earned if there was a fixed fee.

Chairperson Wilson thanked Commissioner D'Armino for taking the time to investigate this matter with Executive Director Garrison.

Executive Director Garrison advised that we have no immediate bond deals. However, we are making sure that any programs that will be helpful to our County, municipalities or school boards are being pursued. Chairperson Wilson asked about the Bergen Municipal Banc. Mr. Garrison advised that the Muni Banc is still in existence and that two municipalities have recently used this program. We are in the process of making sure that this program is still properly funded as well as in good standing with the Local Finance Board.

Commissioner Trawinski advised that on the Bergen CAP bond financing we have had confirmation from Moody's rating service of our bond rating of triple A. Commissioner D'Arminio reminded the Board that he would be recusing himself from voting on this matter. No vote was needed at this time.

Hospital Report

Mrs. Mendelowitz' report included the following:

Human Resources:

- Several union contracts have been settled: CIR – Council of Interns & Residents, and Local 68 – stationary engineers & maintenance workers. We are in negotiations with Local 74 – Security guards and the Doctors Council.

Follow-up from previous meeting:

- BHS – Medical coverage is provided as follows: Unit FG – Child & Adolescent unit – covered by a private Pediatric physician group. Unit 12A – long term geriatric – covered by a private Geriatric physician group. Unit D1 – Forensic – covered by a private attending physician. The Medical Liaison coverage for the remaining 11 units is currently being provided by the Director of Medicine, a hospitalist, a nurse practitioner and a private attending, who have specific units assigned to them for coverage. The Director of Medicine (Dr. Sweeting) is reviewing options of providing coverage which may or may not include the hiring of a full time physician, or may include a combination of medical providers i.e.: physician and nurse practitioner, or a private physician coverage model as is done on FG, 12A and D1.

Chairperson Wilson asked what other responsibilities does Dr. Sweeting have at BRMC? No direct response was given. Mrs. Mendelowitz explained that a determination may be six or more weeks away. The hiring process is complex.

Executive Director Garrison asked for the hiring policy for the replacement of this position. Mrs. Mendelowitz advised that Dr. Sweeting will make the recommendation as to a new hire. She will check to see if the medical staff office and/or human resources have a policy for new hires.

Dr. Breyer commented that the pattern we have been seeing at BRMC when there is a vacancy is that the position is permanently eliminated and the work divided among other workers. Dr. Breyer hopes that he is not correct in his assessment of the situation. Mrs. Mendelowitz' advised that the doctor who left the position did so abruptly so Dr. Breyer's opinion is just conjecture. Commissioner Trawinski has learned that over the years he trusts the opinions of his professionals. Further, he would be more secure if information were more forthcoming and sad that money will be spent on litigation.

Regulatory compliance:

- LTC – March 10 – The Ombudsman visited on two complaints – we received two letters this week that confirmed there were no findings.
- LTC – April 15 – at 5PM two DOH surveyors arrived on a complaint visit. They toured 5 units, reviewed four medical records, conducted staff and resident interviews, reviewed staffing and observed medication pass. They also reviewed complaints about pain management and skin rashes. They exited at 9:20PM, there were no issues identified.
- LTC – May 4 – the Ombudsman visited on a letter send regarding a financial matter. There were no issues identified.

Compliance Report

Mr. Tomkins mentioned that the compliance committee met last week and asked him to track the Hospital statistical data that has been given to Dr. Breyer to verify that we can reconcile the

payroll back to the statistics. He contacted BRMC's CFO who will give us whatever we need to prepare this analysis.

Urban Heath Report

Dr. Breyer provided a report which compared Staffing Data of County Owned Nursing Homes. This analysis uses the same information to perform three (3) comparison—the first sorted by Total Licensed Staff Minutes; the second sorted by RN Minutes; and the third sorted by Total Minutes. All three analyses show that BRMC rates in the middle to lower level of the participating facilities in all scenario. This report will be discussed in the Long Term Care Subcommittee Meeting. Commissioner D'Arminio asked if there was going to be a recommendation that comes out of this report. Dr. Breyer advised that this matter was addressed in Counsel Shahdanian's letter to the hospital.

Deputy Executive Director's Report

Executive Director Raguseo met with the hospital management to discuss the staff complaint form which was discussed at the COB Meeting to deal with patient safety and quality care. Hospital management agreed to use an existing hospital form with a few minor updates. This form will be presented to the COB Committee for review and approval at the next meeting.

Mr. Raguseo also gave an overview of resolutions on tonight's agenda concerning emergency work for several water main breaks and for emergency tunnel shoring. The invoicing associated with these emergency repairs was approved at our last meeting. In addition, we are awarding contracts for BRMC Building 6 and 8 Sprinkler System to Landmark Fire Protection and Building 10 Tunnel Repair Project to Louis Gargiulo Company. This latter contract award includes as an alternate Building 5 Tunnel Repair.

Commissioner Trawinski stated that since Mr. Peck advised the BCIA that the hospital was insufficiently staffed on Easter Sunday, that we should ascertain from the hospital what measures they are taking to ensure that the hospital is properly staffed on Mother's Day which is only a few days away. To this end, Commissioner Trawinski asked for Mr. Garrison or Mr. Raguseo to contact the hospital to express our concern.

Action Items:

- Executive Director Garrison to provide feedback/analysis concerning fees associated with BCIA bonding.
- Deputy Executive Director Raguseo to inform Board if staff complaint form had been accepted by the COB Committee.
- Commissioner Trawinski asked for the BCIA through Mr. Garrison or Mr. Raguseo to express our concerns with BRMC that we are concerned with the level of Staffing being satisfactory on Mother's Day.
- Executive Director Garrison asked Mrs. Mendelowitz for:
 - medical staff/human resources for procedure/policy for hiring new doctor in behavior health

- for procedure/policy for any personnel replacement, if any. **(generated from 4/7/11 work session)**
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting. **(generated from 4/7/11 work session)**
- General Counsel Shahdanian to research/render a advisory opinion whether conflict of interest exists with Commissioner D'Arminio status on the BCIA Board considering that BCIA's Executive Director Robert Garrison is also the Acting Director of the Department of Planning and Economic Development and that Commissioner D'Arminio's firm has client matters before the County Planning Board. **(generated from 3/3/11 work session)**
Mr. Shahdanian advised that his office will provide response shortly

Adjournment

There being no further business, motion was made by Commissioner Visotcky and seconded by Commissioner D'Arminio to close the Work Session at 6:19 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
SPECIAL MEETING

**CERTIFIED MINUTES
May 19, 2011**

Present: Commissioners P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: J. Shahdanian, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 10:10 a.m. by Chairperson Wilson.	
Proof of Notice of Special Meeting	B. Losito read the Notice of Special Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski - Present Commissioner Visotcky – Present Chairperson Wilson – Present Members of the Public in attendance: -John Libretti, Esq., Assistant Co. Counsel -Len Nix, Bergen County citizen Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation. That includes Mr. Trawinski, Ms. Visotcky, Mr. Corcoran, Mr. D'Arminio and himself. Chairperson Wilson asked if we can establish a policy for telephone meetings. When someone enters a telephone meeting while it is already in progress, he asked that the person be formally announced and the time documented.	Roll call taken.

I hereby certify that these are the minutes of the meeting held May 19, 2011.

Bernadette Losito, Assistant Secretary

Open to Public Comment	Motion was made by Commissioner D'Arminio to open the meeting for public comment with regard to today's agenda. Motion was seconded by Commissioner Visotcky and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.
Discussion: Resolution #11-57 thru #11-59	<p>Chairperson Wilson gave an overview of resolutions on today's agenda.</p> <p>Commissioner D'Arminio asked if each of today's Resolutions be offered separately as the Board had a subcommittee review each matter. Chairperson Wilson stated that Vice Chairperson Visotcky chaired the subcommittee along with Commissioner Trawinski. Commissioner Trawinski advised that he was unable to attend the subcommittee review meeting, but he had had a chance to interview Mr. Bruinooge and feels he is well qualified to serve the BCIA as General Counsel. There was some question as to the reduction in hourly rate which prompted a discussion that an associate might be assigned to our counsel needs. Mr. Bruinooge assured that he would personally provide his services at the reduced hourly rate except in the rarest of circumstances. He understands that governmental work is at reduced rates. The same concern was raised with Wolff & Samson. See Resolution #11-58 below.</p> <p>Vice Chairperson Visotcky reviewed the RFQ submissions as well as interviewed both Bruinooge & Associates and Wolff & Samson and hereby makes recommendation to the Board to approve these firms as General Counsel and Special Counsel, BRMC respectively.</p> <p>Commissioner D'Arminio mentioned that there needs to be a continuing role of the present General Counsel to consult or finish up some of the items he had been handling. Vice Chairperson Visotcky had asked Executive Director Garrison to make a recommendation as to how we can effectively handle the transition. Commissioner Trawinski advised that the administration would support previous counsel's</p>	

continuation of services in this manner. Chairperson Wilson asked Commissioner Trawinski to clarify whether this would be done by contract or understanding. Commissioner Trawinski advised that once the new counsels meet with the previous counsels and determine the details of the transition, a decision will be made, if necessary, should a formal contract need to be considered.

Commissioner D'Arminio advised that Mr. Bruinooge has a very good reputation and that he is pleased that he will serve the Authority at the reduced hourly rate.

Executive Director Garrison reiterated Mr. Trawinski's comments and clarified for the record that the actual contracts for both Bruinooge & Associates and Wolff & Samson are at the hourly rate of \$150.00 for the eight (8) months remaining until the BCIA reorganization meeting in February 2012.

Chairperson Wilson advised that he personally knows Mr. Bruinooge and is sure that he will serve the Authority well.

Resolution #11-57

A motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to approve the following Resolution:

Resolution approved.

#11-57 Award Contract – General Counsel (Bruinooge & Associates).

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Vice Chairman Wilson – yes

Chairperson Wilson asked if there were any comments concerning the next offered Resolution awarding a contract to Wolff & Samson for Special Legal Counsel, BRMC. Commissioner D'Arminio advised that he knows Wolff & Samson by their outstanding reputation. However, he does not know the individual involved, more specifically there background in hospital matters. Chairperson Wilson advised that he had interviewed the named representatives. Vice Chairperson Visotcky also interviewed these individuals and advised that she felt that they have the

expertise to handle all hospital related matters. Commissioner Trawinski offered that Wolff & Samson's Arthur Goldstein is a resident of Bergen County and has observed from a distance the history of BRMC from its Bergen Pines beginnings. Their firm, as special counsel, has handled similar facilities inter- and intra-state, as well as the Middlesex County substantial nursing homes transition, which has taken four years to concluded. The later transaction has similarities with BRMC. Commissioner Trawinski advised that Mr. Goldstein works very closely with partner Dorit Kressel who has substantial experience in this area.

Commissioner D'Arminio supports the contract award to Wolff & Samson with the understanding that Joe Rizzi (Beattie Padovano), who has lived the BRMC contract, advice/service be continued in some capacity. Commissioner Trawinski advised that Mr. Rizzi will have continued participation. Chairperson Wilson wanted to state for the record for Mr. Rizzi to have continued participation in BRMC matters. Chairperson Wilson also interviewed Mr. Goldstein and Ms. Kressel. He found Mr. Goldstein to have a good attitude towards his role and approach to hospital matters. However, he did not get a chance to interview David Hyman, the firm's health care expert, who was listed in the RFQ. Executive Director Garrison asked to reiterate the reduced \$150 hourly rate and the eight (8) month time frame of the contract.

Resolution #11-58

A motion was made by Commissioner Trawinski and seconded by Commissioner Visotcky to approve the following Resolution:

Resolution approved.

#11-58 Award Contract – Special Legal Counsel (Wolff & Samson).

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Vice Chairperson Wilson – yes

Commissioner D'Arminio asked for clarification as to our need for a Financial Printer. Executive Director Garrison advised that this designation is for the printing services needed to prepare official statement for our bond deals. Further he mentioned

that the BCIA did not receive any responses to our recent RFQ offering of Financial Printer. The BCIA only received one response to our recent RFQ offering for Auditor. Ideally we would like a bigger pool of qualified responders from which to choose. Commissioner Trawinski advised that it would be appropriate for any Commissioner, counsel or staff to invite any qualified party to respond to RFQs.

Resolution #11-59

A motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to approve the following Resolution:

Resolution approved.

#11-59 Authorize Issuance of RFQs.

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky - yes
Vice Chairperson Wilson – yes

Other Business:

Commissioner Trawinski asked Chairperson Wilson if he could make a few comments. Chairperson Wilson affirmed his request. Commissioner Trawinski asked to publicly thank Mr. Shahdanian and his firm for his service. He wanted to acknowledge that these transitions are not easy and he wanted to commend the dignity, grace and professionalism that he and Ralph Lamparello have shown throughout their service to the BCIA. He also wanted to acknowledge publicly, more specifically by adopting a resolution at our next meeting commending their service. Chairperson Wilson agreed and wanted to add that Counsel Joe Rizzi, along with his firm of Beattie Padovano, be commended in a similar manner.

Adjournment

There being no further business, Motion was made by Commissioner D’Arminio to adjourn the special meeting. Commissioner Trawinski seconded this Motion at 10:36 a.m. Motion carried unanimously.

Motion carried.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
CERTIFIED MINUTES
June 2, 2011

Present: Commissioner P. Wilson, K. Corcoran, L. D'Arminio, E. Trawinski
 BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
 General Counsel: T. Bruinooge, Esq.
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:25 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski - Present Commissioner Visotcky – Absent Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Trawinski to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Corcoran and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held on June 2, 2011.

 Bernadette Losito, Assistant Secretary

Verification of Certified
Minutes

Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to verify the Minutes of the following meetings:

Minutes approved.

May 5, 2011 – Regular Session
May 5, 2011 – Work Session
May 5, 2011 – Closed Session
May 19, 2011 – Special Meeting

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye
Chairperson Wilson – Aye

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation. That includes Mr. Trawinski, Ms. Visotcky, Mr. Corcoran, Mr. D'Arminio and himself.

Resolutions #11-60 thru
#11-65

Chairperson Wilson wanted to thank Vice Chairperson Visotcky along with Commissioner Trawinski for their assistance in the RFQ review subcommittee. In Ms. Visotcky's absence, Chairperson asked Commissioner Trawinski to report their findings with recommendations.

Commissioner Trawinski thanked staff for their presentation/organization of the RFQ submissions. After review, the subcommittee recommends that all RFQ submissions be qualified and that the BCIA award a contract to Louis Mai CPA for Compliance Auditor, BRMC. In addition, we made an interim recommendation for the services of law firms of Beattie Padovano and Chasan Leyner & Lamparello. As we have yet to receive the information we had requested from these firms, we recommend interim contracts be formally awarded when this information is received and formally reviewed by the General Counsel and the Special Legal Counsel, BRMC.

Chairperson Wilson asked Executive Director to give an overview of the today's remaining resolutions. Commissioner D'Arminio asked if the payment for Louis Garguilo Company for BRMC Building 14 Showers was the final payment. Executive Director Garrison advised that it was not the final payment. Mike Formanek of RSC Architects advised that the project is about 66% complete, with an expected completion date in August 2011.

Commissioner Trawinski wanted to confirm that Resolution #11-61 is a refinancing of an existing County Guarantee on the bonds so that we can better take advantage of market conditions. Mr. Garrison confirmed this explanation. Commissioner Trawinski asked if he needed to recuse himself from the vote on this matter as he is County Administrator. General Counsel Bruinooge did not see this as a conflict.

In reference to Resolution #11-63, Commissioner D'Arminio suggested that as this emergency contract is below the bid threshold, that future resolutions include language stating this fact.

In reference to Resolution #11-64, Commissioner Trawinski advised that when he and Vice Chairperson Visotcky reviewed the RFQ for The Musial Group for the designation "Engineering," they determined that as this firm has a licensed engineer on staff that this firm is deemed acceptable to be qualified for such designation.

Executive Director Garrison advised that the RFQs for both Auditor and Financial Printer were due today at 2:00 p.m. and will be reviewed by the RFQ review subcommittee prior to qualification at a future meeting.

A motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to approve the following Resolutions:

Resolutions approved

- #11-60 Payment of Bills
- #11-61 Confirmation of Findings of LFB
(Refunding of BRMC Project, Series 2000)
- #11-62 Award Contract – RSC Architect
Construc. Mngt. Services, Bldg 5
Tunnel Reconstruction
- #11-63 Award Emerg. Contract - Adamo Brothers,
Inc. – BRMC Building 12 Roof Shoring –
5/11
- #11-64 Qualify Responses to RFQs
- #11-65 Award Contract – Louis Mai CPA
Compliance/Auditor

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D’Arminio – yes
 Abstention from Resolution #11-62 and
 Abstention from the portion of Resolution
 #11- 64 relating to the designation of
 Architects
Commissioner Trawinski - yes
Chairperson Wilson – yes

Commissioner D’Arminio mentioned that he had spoken to John Shahdanian, Esq. about the advisory opinion he had requested from Chasan Leyner firm. He said that Mr. Shahdanian had advised that his firm had completed the matter and that we will have it at our next monthly meeting.

Closed Session

Chairman Wilson asked for a Motion to go into Closed Session. A motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski.

Motion carried.

Resolutions #11-66

Closed Session

Resolution approved.

Chairperson Wilson stated for the record that our need for closed session is for matter of potential litigation. Closed Session minutes will be released to the public once the matter is made public.

Chairperson Wilson advised that after Closed Session the Board will reconvene in the Regular Session to close the meeting

A Roll Call vote resulted as follows:

Commissioner Corcoran – Yes
Commissioner D’Arminio – Yes
Commissioner Trawinski – Yes
Chairperson Wilson – Yes

Reconvene Regular Session

At 6:55 p.m., Chairperson Wilson asked for a motion to reconvene to our Regular Session. A motion was made by Commissioner Corcoran and seconded by Commissioner D’Arminio.

Motion carried.

Next Meeting

Our next meeting date will be Thursday, July 7, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to adjourn the meeting at 7:00 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
June 2, 2011

Present: Commissioners: P. Wilson, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:35 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation. That includes Mr. Trawinski, Ms. Visotcky, Mr. Corcoran, Mr. D'Arminio and himself. In addition, the Chairperson requested that those members of the public wishing to speak at the meeting address his/her question to the Chair and limit any comments to seven (7) minutes in accordance with our By-Laws.

Motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there was no members of the public wishing to be heard, Chairperson Wilson asked for a motion to close the meeting for public comment.

I hereby certify that these are the minutes of the meeting held on June 2, 2011.

Bernadette Losito, Assistant Secretary

Motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to close the meeting for public comment. Motion carried unanimously.

Chairperson's Report

Chairperson Wilson advised that at our May 19, 2011 Special Meeting, the BCIA awarded contracts to Bruinooge and Associates as General Counsel and Wolff & Samson as Special Legal Counsel, BRMC. Chairperson took the opportunity to welcome Tom Bruinooge as our General Counsel, as well as Arthur Goldstein, and his two associates, Dorit Kressel and David Hyman, who are not in attendance, to the BCIA as Special Counsel, BRMC. In addition, Chairperson Wilson wanted to thank Joe Rizzi, John Shahdanian and Doctor Roshong, head of the contract compliance committee and a member of the COB for their service. We would like to thank Dr. Roshong and others who have served us.

General Counsel's Comments

General Counsel Bruinooge thanked the Board for voting for him for General Counsel. He looks forward to the opportunity to serve the BCIA. He had a number of meetings with Executive Director as well as Mr. Orlando of the BRMC. He also had a meeting with John Shahdanian who is compiling of list of open matters, including litigation. His mission among other things is to help focus the efforts of the BCIA so that it functions as efficiently as possible. Also, he wanted to inform the commissioner that a decision was made to refer the McHale matter to the firm of Wolff & Samson.

Executive Director's Report

Executive Director Garrison advised that the BCIA is continuing its effort to turn over the reins of the Equestrian Center to the County Parks Department. We have met with Ron Kistner of Parks and Recreation and Joe Crifasi of Public Works in order for them to prepare an RFP offering for the management of the BEC.

The BCIA is also looking to the future of our bonding program. We are pulling together some cost analysis as it relates fees associated with issuance. We have also asked for some input from the LFB. We should have this information by our July meeting.

Further, the BCIA has been working with Mike Formanek of RSC Architect to put together the BRMC capital improvement program for this year as well as future years. The BCIA usually submits this request to the County Freeholder Board during the summer. We are also looking at the Morris-Switzer master facility plan at the hospital. By the end of the summer, we should have a better idea how we are going to move forward with the future of the hospital.

Commissioner D'Arminio brought up our solar initiative. Mr. Garrison responded that he, on behalf of the BCIA and the Planning Department, had a meeting with the Meadowlands Commission. Mr. Raguseo attended the meeting as well. The Meadowland Commission is interested in the solar initiative, but does not have bonding capabilities. We will continue our

talks with them in this regard. Commissioner D'Arminio advised that he would be willing to assist in this matter.

Hospital Report

Mrs. Mendelowitz' report included the following:

Regulatory compliance:

- LTC – On May 13, we received an unannounced visit from a surveyor with the Joint Commission to investigate a complaint regarding general resident care, pain management and response to resident needs. The surveyor toured units, spoke with staff and residents, observed care being rendered, reviewed medical records, HR files, and infection control data. She could not find anything to substantiate the complaint. She did cite two issues with documentation: one involved two physicians who did not sign off on their monthly medication orders and the other involved nurses who did not identify their initials with their signature on a treatment flow sheet. BRMC will submit a plan of correction to the Joint Commission on those two findings.
- Acute – On May 11, BRMC received a letter from the Joint Commission commending our performance on certain core measures and inviting us to participate in a new online forum called the “Core Measure Solution Exchange.” The purpose of the forum is to have hospital's share their success strategies with other hospitals who want to improve their performance.

Follow up from previous meeting:

- The pavers that were mentioned as being in disrepair at the May 5 meeting had been replaced 3 weeks prior to that meeting.
- Invoices with delivery dates of March 22 and April 7 were provided to the BCIA office reflecting orders totaling 192 pair of pajama bottoms. An inventory of current stock shows 50 pair remaining. We are looking into purchasing single use items. Hospital gowns are available.
- Jim Stockdale, Vice President of Facilities/Environment of Care & Support Services presented to the COB the maintenance program at BRMC that tracks work orders from the time the order was initiated until the project is completed. Reports from this program can readily answer questions regarding the timeliness of repairs.

Mrs. Mendelowitz reiterated her explanation regarding Behavior Health Services medical doctor coverage. She said that the hospital is still investigating as to whether to replace the medical doctor position which is now vacant or to use the medical doctor coverage formula that had been reported to the BCIA by the hospital at our last BCIA meeting. Dr. Breyer questioned Mrs. Mendelowitz' explanation asking if the medical doctor services will be incorporated into existing staff duties. Mrs. Mendelowitz said that this wasn't what she had said. She elaborated that

presently four (4) doctors or doctor groups are handling the duties of the vacant position by picking up more hours while BRMC management is investigating its options. These doctors and doctor groups are private attending physicians, not employees of the BRMC.

Compliance Report

No report at this time.

Urban Health Report

Dr. Breyer reviewed the 2010 Year-End Oversight Report with the audience. The report included utilization trends for bed and volume distribution for the period 1994 through 2010. He reiterated that acute care is mainly addiction services. In addition, the report includes BRMC Psychiatric and Long Term Care comparisons to other hospitals for the period 2004 through 2010. BRMC is much longer than all of the other facilities included.

Mr. Garrison stated that he and Mr. Raguseo sat with Dr. Breyer and discussed what the County is going to do six years down the road. Mr. Garrison advised that Dr. Breyer was very helpful and that they will have more meetings in the future in this regard.

Deputy Executive Director's Report

Executive Director Raguseo wanted to report that the BCIA website includes the names and titles of staff members, all minutes of the BCIA public meetings, as well as all meeting schedules, which includes our 2011 public, the COB and subcommittees meetings. In the next month, we expect to be ready to switch our website over to the County server which will save us \$12,000 per year.

In addition, Mr. Raguseo advised that the BCIA has a meeting set up with HPAE representatives about patient safety issues. We are going to discuss with them some updates that we have as to the form for reporting patient safety issues which will be exchanged through the hospital and the COB.

Mr. Raguseo also gave an overview of resolutions on tonight's agenda concerning additional work to be performed by RSC Architects for Building 5 Tunnel Reconstruction which was included as an alternate to the last month's contract award for Building 10 Tunnel Reconstruction but not included in RSC Architects' original Proposal for construction management services for Building 10. In addition, the Commissioners had received an e-mail concerning the collapse of Building 12 Roof (cafeteria). Due to the structural damage, the BCIA authorized the emergency roof shoring by Adamo Brothers.

Mr. Raguseo advised the Board that he had provided them with two booklets this evening. The first is the report prepared by RSC Architects setting for the state of the hospital's tunnels. Also included is BRMC's Capital Improvement Budget Request for a six (6) year period. In the

coming weeks, we will review and discuss this information in order to determine what projects will be presented to the Freeholders for funding.

In addition, Mr. Raguseo mentioned that we are also hopeful that we will receive funds from the PSE&G Carbon Abatement Program in an amount upwards of \$11 million.

Commissioner D'Arminio asked Mr. Raguseo what his suggestion would be for the Commissioners to get a meaningful understanding of the six year plan. Mr. Raguseo offered that the plan is broken down by year. Each project is followed by comments and analysis from RSC Architects. Mr. Garrison added that our staff, architect and attorney meet every other week to discuss BRMC projects. He offered that we could have a Commissioner subcommittee involved should there be an interest. Mr. Raguseo advised that once we analyze each line item of each individual request, we will report back to the Commissioners with our findings. Commissioner Trawinski asked with all due respect that the Commissioners as a whole discuss the Capital Budget Plan because of the importance of BRMC Capital Projects. Commissioner Corcoran advised that he would like to visit the site to see what projects will be presented to Freeholders for approval. Mr. Orlando advised that he could put together a photographic depiction of project proposed. Chairperson Wilson asked for the Mr. Raguseo to give us a couple of dates in order for the Commissioners to have a site visit to view project requests.

Action Items:

- Deputy Executive Director Raguseo to advise status of the BCIA utilizing the County server for its website needs.
- Deputy Executive Director Raguseo to poll Commissioners for their availability for a BRMC site visit to review Capital Budget Projects requests.
- Mr. Orlando to arrange for limited, read-only access for Mr. Raguseo to the BRMC tracking system for maintenance requests
- Executive Director Garrison to provide feedback/analysis concerning fees associated with BCIA bonding. **(generated from 5/5/11 work session)**
- Deputy Executive Director Raguseo to inform Board if staff complaint form had been accepted by the COB Committee. **(generated from 5/5/11 work session)**
- Executive Director Garrison asked Mrs. Mendelowitz for:
 - medical staff/human resources for procedure/policy for hiring new doctor in behavior health
 - for procedure/policy for any personnel replacement, if any. **(generated from 4/7/11 work session)**
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting. **(generated from 4/7/11 work session)**. The hospital is investigating its option as to how they will permanently handle this vacancy moving forward. **(6/2/11)**
- General Counsel Shahdanian to research/render a advisory opinion whether conflict of interest exists with Commissioner D'Arminio status on the BCIA Board considering that BCIA's Executive Director Robert Garrison is also the Acting Director of the Department of Planning and Economic Development and that Commissioner D'Arminio's firm has

client matters before the County Planning Board. **(generated from 3/3/11 work session)**
Mr. Shahdanian advised that his office will provide response shortly.(5/5/11)

Adjournment

There being no further business, motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to close the Work Session at 6:24 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
CERTIFIED MINUTES
July 7, 2011

Present: Commissioner L. Visotcky K. Corcoran, L. D'Arminio, E. Trawinski
 BCIA Staff: R. Garrison, M. Raguseo, B. Losito, G. Velazquez
 General Counsel: T. Bruinooge, Esq.
 Compliance Auditor: L. Mai
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:05 p.m. by Vice Chairperson Visotcky.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski – Present Vice Chairperson Visotcky – Present Chairperson Wilson – Absent	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Trawinski to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Corcoran and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held on July 7, 2011.

 Bernadette Losito, Assistant Secretary

Verification of Certified Minutes

Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to verify the Minutes of the following meetings:

Minutes approved.

June 2, 2011 – Regular Session
June 2, 2011 – Work Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D’Arminio – Aye
Commissioner Trawinski – Aye
Vice Chairperson Visotcky - Abstain

Vice Chairperson Visotcky stated for the record that all Commissioners serve on the BCIA Board without compensation of any kind. That includes Mr. Wilson, Mr. Trawinski, Mr. Corcoran, Mr. D’Arminio and herself.

Resolutions #11-67 through #11-73

Vice Chairperson Visotcky asked Executive Director Garrison to give an overview of the today’s remaining resolutions.

Mr. Garrison proceeded with an overview of today’s resolutions. General Counsel Bruinooge mentioned that at Commissioner D’Arminio’s request the resolution (#11-68) awarding the emergency contract to J. Fletcher Creamer for work performed for BRMC sink holes repair includes language that the contract was under the bidding threshold. Mr. Trawinski asked to verify that the two resolutions on tonight’s agenda (#11-71 and #11-72) include the hourly rate for the legal defense work for BCIA Commissioner/ former Commissioner at \$150. Counsel Bruinooge confirmed.

A motion was made by Commissioner Trawinski and seconded by Vice Chairperson Visotcky to approve the following Resolutions:

Resolutions approved.

- #11-67 Payment of Bills
- #11-68 Award Emergency Contract – J Fletcher Creamer & Son, Inc – BRMC Bldg 3 Box Out Sink Holes – 5-31-11
- #11-69 Qualify Responses to RFQs
- #11-70 Award Contract – RSC Architects – BRMC Bldg 12A Room and Roof Canopy Area Restoration
- #11-71 Defense of Commissioner – Reimbursement of Legal Fees
- #11-72 Defense of Former Commissioner – Reimbursement of Legal Fees

#11-73 Disbursement of Proceeds – Kean
Univ/OCC Campus Construction
Requisition #3 – June 7, 2011

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Abstention from Resolution #11-71
Commissioner D’Arminio – yes
Abstention from Resolution #11-70
Commissioner Trawinski - yes
Vice Chairperson Visotcky – yes

Commissioner D’Arminio mentioned that the Chasan Leyner firm had issued their advisory opinion regarding the possibility of a conflict of interest between his firm (Price, Meese, Shulman & D’Arminio) and the dual role of BCIA Executive Director Garrison who is also the Acting Director of the Bergen County Planning Department. Commissioner D’Arminio advised that when he had voted on Mr. Garrison’s appointment as BCIA Executive Director, Mr. Garrison was not the Acting Planning Director. To comply with the opinion, Commissioner D’Arminio will refrain from voting on any issues involving Mr. Garrison conditions of employment and any work that his firm submits to the County will not go through Mr. Garrison. Commissioner Trawinski advised that the County Executive will personally appoint the County Planning employee who will handle work submitted by Mr. D’Arminio’s law firm to further insure that Mr. Garrison has no involvement or conflict.

Closed Session

Vice Chairperson Visotcky asked for a Motion to go into Closed Session. A motion was made by Commissioner D’Arminio and seconded by Commissioner Trawinski.

Motion carried.

Resolutions #11-74

Closed Session

Resolution approved.

Vice Chairperson Visotcky stated for the record and Counsel Bruinooge confirmed that our need for closed session is for a matter involving potential litigation. Closed Session minutes will be released to the public once the matter is made public.

Vice Chairperson Visotcky advised that after Closed Session the Board will reconvene in the Regular Session only to close the meeting.

A Roll Call vote resulted as follows:

Commissioner Corcoran – Yes
Commissioner D'Arminio – Yes
Commissioner Trawinski – Yes
Vice Chairperson Visotcky – Yes

Reconvene Regular Session

At 6:48 p.m., Vice Chairperson Visotcky asked for a motion to reconvene to our Regular Session. A motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski.

Motion carried.

Next Meeting

Our next meeting date will be Thursday, August 4, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to adjourn the meeting at 6:50 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
July 7, 2011

Present: Commissioners: L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Compliance Officer: L. Mai
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:33 p.m. by Vice Chairperson Lou Ann Visotcky.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Vice Chairperson Visotcky stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to open the meeting for public comment. Motion carried unanimously.

Vice Chairperson Visotcky asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there were no members of the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion carried unanimously.

I hereby certify that these are the minutes of the meeting held on July 7, 2011.

Bernadette Losito, Assistant Secretary

Chairperson's Report

Vice Chairperson Visotcky wanted to take the opportunity to congratulate Bergen Regional on a successful Joint Commission Report.

General Counsel's Comments

General Counsel Bruinooge advised that the BCIA former general and special counsels are continuing to cooperate with current counsels during the BCIA transition. During closed session this evening, Counsel Bruinooge advised that he will be discussing the continuation of former counsels' services with certain tasks. In addition, he advised that the BCIA will be meeting with the DOH next Wednesday (July 13, 2011) to deal with the managed care issue as presented in the Federal district court in Magistrate Judge Schwartz' Order. Also, he and BCIA executive staff have had numerous meetings with the hospital's executive staff in an effort to put their arms around the issues.

Executive Director's Report

Executive Director Garrison advised that he along with Commissioner D'Arminio have a meeting scheduled next week with some folks to discuss possible solar initiatives. In addition, in the next couple of weeks he will meet with several parties to discuss the possibility of reinstating the BCIA bond program. Also, we will be meeting with the BCIA Commissioner subcommittee and executive staff to discuss the BRMC Capital construction needs and budget for this year. Deputy Executive Director is spearheading this issue.

Hospital Report

Mrs. Mendelowitz' report included the following:

Regulatory compliance:

- The Joint Commission – tri-ennial accreditation survey for the Hospital, Long term care and Behavioral health and the bi-annual accreditation survey for the Laboratory were conducted on June 20-23, 2011. Complete final reports were forwarded to the BCIA office, a summary of findings is attached.
- LTC – June 15, 2011 we received two letters from the Joint Commission pertaining to the complaint investigation visit conducted on May 3. The letters indicated that the two documentation deficiencies noted on that visit were corrected and in full compliance.
- LTC – June 27, a surveyor from the NJDOH visited on three separate complaints. There were no findings.

- Acute division – June 3, a survey of the acute dialysis services was conducted by the NJDOH. On June 7, the DOH issued a letter stating that no deficiencies were found and that the hospital license will be amended to include acute dialysis. This survey was the result of an application to amend the license that was submitted two years prior.
- BHS – June 20, we received a letter from the office of the Ombudsman, as follow up to an investigation done on April 19, 2011 regarding a complaint of inappropriate confinement. There were no findings. This complaint was generated by the patient who had also contacted ABC news regarding her hospital stay and participated in a story that was aired on television.

Joseph Orlando, BRMC Chairman, expressed his pride in the successful Joint Commission Accreditation.

Mrs. Mendelowitz handed out and reviewed the Notification of Schedule Events which outlines the specifics/details of the Joint Commissions Accreditation Report. Commissioner D'Arminio asked if the BCIA can be kept abreast of the follow up to any deficiencies listed in the Report. Commissioner Trawinski offered to post the Hospital's Joint Commissions Accreditation Report on the County's website. Mr. Orlando appreciated and accepted Commissioner Trawinski's offer.

Compliance Report

Mr. Mai has been receiving the daily receipts from BRMC and has contacted BCIA CFO Al Dispoto to go over this information.

Urban Heath Report

Dr. Breyer handed out a report he prepared on New Jersey Population Projections, which includes projections for Bergen, Hudson and Passaic Counties broken down into age groups. He pointed out that the population in the elderly may affect BRMC.

Deputy Executive Director's Report

Executive Director Raguseo outlined the two resolutions on tonight's agenda concerning BRMC. The first contract award for emergency sink hole repair by J. Fletcher Creamer and Son; and the second contract award to RSC Architect for design work for Building 12 roof and canopy restoration. In addition, at the August Freeholders Meeting, Mr. Raguseo advised that he will be presently the BCIA proposed six year plan for work/projects to be undertaken at BRMC. Prior to that meeting, a two Commissioner subcommittee will meet to tour BRMC in an effort to prioritize projects. Another tour would be available to the remaining Commissioners should they wish to tour the site. Ultimately, the BCIA will make the final approval of our six year plan at our August meeting for presentation to the Freeholders Board.

Action Items:

- Commissioner D'Arminio asked Mrs. Mendelowitz for a follow up to the items that are listed as deficient in the Joint Commission Accreditation Report.
- Commissioner Trawinski offered to put the Hospital's Joint Commissions Accreditation on the County of Bergen website and asked Mr. Raguseo to handle this task.
- Mr. Orlando to arrange for limited, read-only access for Mr. Raguseo to the BRMC tracking system for maintenance requests **(generated 7/7/11 work session)**
- Deputy Executive Director Raguseo to advise status of the BCIA utilizing the County server for its website needs. **(generated 6/2/11 work session)**
- Executive Director Garrison to provide feedback/analysis concerning fees associated with BCIA bonding. **(generated from 5/5/11 work session)**
- Deputy Executive Director Raguseo to inform Board if staff complaint form had been accepted by the COB Committee. **(generated from 5/5/11 work session)**
- Executive Director Garrison asked Mrs. Mendelowitz for:
 - medical staff/human resources for procedure/policy for hiring new doctor in behavior health
 - for procedure/policy for any personnel replacement, if any. **(generated from 4/7/11 work session)**
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting. **(generated from 4/7/11 work session)**. The hospital is investigating its option as to how they will permanently handle this vacancy moving forward. **(6/2/11)**

Adjournment

There being no further business, motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to close the Work Session at 6:18 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
SPECIAL MEETING

**CERTIFIED MINUTES
July 15, 2011**

Present: Commissioners P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, B. Losito
General Counsel: T. Bruinooge, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 10:35 a.m. by Chairperson Wilson.	
Proof of Notice of Special Mtg.	B. Losito read the Notice of Special Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski - Present Commissioner Visotcky – Present Chairperson Wilson – Present Members of the Public in attendance: -John Libretti, Esq., Assistant Co. Counsel	Roll call taken.
Address Public Comment	Chairperson Wilson asked General Counsel Bruinooge if we can deviate from formally opening and closing meeting for public comment as no members of the public are present. Counsel Bruinooge approved.	
Resolutions #11-75 & #11-76	Chairperson Wilson asked General Counsel Bruinooge to give an overview of the resolutions on today's agenda. General Counsel overview included reference of the award of a contract to Wolff & Samson (W&S) for the representation of several Commissioners in the McHale v. BCIA, et al. lawsuit.	

I hereby certify that these are the minutes of the meeting held July 15, 2011.

Bernadette Losito, Assistant Secretary

In addition, a second resolution is needed to amend the existing contract with W&S as Special Counsel on BRMC matters to allow W&S to engage professional experts and consultants in their representation of the BCIA. This amendment will provide that the experts and consultants reports and findings be covered under the attorney client privilege.

Chairperson Wilson asked if the amended contract of W&S remains at the original dollar amount award. Counsel Bruinooge confirmed. Chairperson Wilson asked if the experts and consultant services mentioned in that resolution will be included in that original dollar award. Counsel Bruinooge advised that at this point they are, but the BCIA will have a more informed idea next week.

Commissioner D'Arminio asked if it is proper for him and the other commissioners who will be provided attorney indemnification coverage by the resolution on today's agenda on the McHale case to vote on such counsel. Counsel Bruinooge said there was no conflict.

General Counsel asked for guidance as to who would sign the professional contracts which will need to be prepared. Chairperson Wilson advised that in the past the Executive Director signed professional contracts.

A motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to approve the following Resolutions:

Resolutions approved.

- #11-75 Award Contract to Catherine Wells of Wolff & Samson, PC – Special Counsel for McHale v. BCIA, et al.
- #11-76 Amend Resolution No. 11-58 Awarding Special Counsel to Arthur S. Goldstein of Law Firm of Wolff & Samson on BRMC matters

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Commissioner Visotcky – yes
Chairperson Wilson – yes

Adjournment

There being no further business, Motion was made by Commissioner Trawinski to adjourn the special meeting. Commissioner Visotcky seconded this Motion at 10:45 a.m. Motion carried unanimously.

Motion carried.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
CERTIFIED MINUTES
August 4, 2011

Present: Commissioner L. Visotcky L. D'Arminio, E. Trawinski
 BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
 General Counsel: T. Bruinooge, Esq.
 Compliance Auditor: L. Mai
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:05 p.m. by Vice Chairperson Visotcky.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Absent Commissioner D'Arminio – Present Commissioner Trawinski – Present Vice Chairperson Visotcky – Present Chairperson Wilson – Absent	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner D'Arminio to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Trawinski and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion passed unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held on August 4, 2011.

 Bernadette Losito, Assistant Secretary

Verification of Certified Minutes

Motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to verify the Minutes of the following meetings:

Minutes approved.

July 7, 2011 – Regular Session
July 7, 2011 – Work Session
July 7, 2011 – Closed Session
July 15, 2011 – Special Meeting

A Roll Call vote resulted as follows:

Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye
Vice Chairperson Visotcky - Aye

Vice Chairperson Visotcky stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or “years” toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Resolutions #11-77 through #11-83

Vice Chairperson Visotcky gave an overview of the resolutions on today's agenda.

Commissioner D'Arminio had advised that he usually abstains from voting on any resolutions involving RSC Architects due to a potential conflict. As there are only three Commissioners here today, can and should he vote on these resolutions. General Counsel Bruinooge advised that he would have to review the by-laws, but if there is a majority approving this resolution, the resolution approval is permitted. Also, Commissioner D'Arminio asked to abstain from a portion of Resolution No. 11-79 Qualify Responses to RFQs, more specifically the “Architects” designation as his firm does business with Morpurgo Architects.

A motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to approve the following Resolutions:

Resolutions approved.

#11-77 Payment of Bills
#11-78 Appointment - Custodian of Records
#11-79 Qualify Responses to RFQs (Revised)
#11-80 Award Contract – Special Litigation Counsel – Chasan Leyner
#11-81 Award Contract – Special Litigation Counsel – Beattie Padovano

- #11-82 BEC – Temporary Increase in Existing Employees Work Hours
- #11-83 Award Contract – Remington & Vernick – BRMC Central Heating Plant Roof Replacement

A Roll Call vote resulted as follows:

Commissioner D'Arminio – yes
Abstention from the portion of Resolution #11- 79 relating to the designation of Architects
Commissioner Trawinski - yes
Vice Chairperson Visotcky – yes

Next Meeting

Our next meeting date will be Thursday, September 8, 2011 at 5:30 p.m., in Room 460-The Learning Center, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to adjourn the meeting at 6:20 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
August 4, 2011

Present: Commissioners: L. Visotcky, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Compliance Officer: L. Mai
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:37 p.m. by Vice Chairperson Lou Ann Visotcky.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Vice Chairperson Visotcky stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to open the meeting for public comment. Motion carried unanimously.

Vice Chairperson Visotcky asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there were no members of the public wishing to be heard, Motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion carried unanimously.

I hereby certify that these are the minutes of the meeting held on August 4, 2011.

Bernadette Losito, Assistant Secretary

Chairperson's Report

Vice Chairperson Visotcky wanted to take the opportunity to thank Bergen Regional personnel for the tour given to several Commissioners and Executive Staff of capital projects at the facility.

General Counsel's Comments

General Counsel Bruinooge advised that the BCIA had a number of OPRA Requests received and handled at the BCIA. The staff informs the Executive Staff of all OPRA Requests received. The New Jersey Governmental Records Council handbook provides that we designate a Custodian of Records, which will be handled on tonight's agenda. In addition, the BCIA By-Laws need to be modified to reflect this matter as well.

Further, various litigation is proceeding as expected. The Eco Cashman matter was originally expected to settle, but mediation arbitration failed to yield a settlement. The plaintiff Eco Cashman filed a de novo notice and the matter will proceed to trial. In addition, the McHale matter is fully engaged in the Federal district court. On August 11th there will be a scheduling conference pending substantial motions to dismiss. That matter is proceeding.

In addition, Special Counsel Paul Sangillo called this afternoon advising that the contractor for the sprinkler contract had had a number of questions regarding the bid document. The contractor decided that he will honor the contract. The project will now proceed.

Further, Bergen County CAP will be closing next week. All parties should make themselves available to accommodate closing. Also, an opinion was rendered by the Appellate Division in New Jersey Citizens Action, Inc. v. County of Bergen, BCIA, et al. The 24 page opinion is available upon request.

BCI A Executive Staff

Executive Director's Report

Bonds:

Bergen County Community Action Partnership, Inc. (BCCAP)

In December 2011, the BCIA will issue \$2,800,000 of County Guaranteed Revenue Bonds. The bonds are special and limited obligations of the Authority payable from a pledge of the revenues.

BCCAP is a (501)(c)(3), New Jersey not-for-profit Community Action Agency. Established in 1967, BCCAP is the County's designated anti-poverty agency. The 18-member board of Directors is appointed or elected from within the County representing local government, concern private sector entities, and the low-income population served by the organization.

BCCAP will utilize a portion of the proceeds to permanently finance an existing construction loan. Proceeds of the construction loan were used to expand its Head Start site at its community HELP Center

campus in Garfield. The facility, which is now open, serves up to 140 infant or pre-school children of low-income families. Additionally, a portion of the proceeds will also be utilized to pay for the costs of certain capital improvements related to the expansion of its low-income adult training program facilities at the HELP Center in Garfield.

Bergen Muni Banc:

Tenaflly Board of Education (BOE)

The Tenaflly BOE recently inquired as to the status of the Bergen Muni Banc in accepting new applications for BCIA leasing program. The BOE was informed that TD Bank was accepting new applications and they promptly applied. Their application seeks financing in the amount of \$321,535 for the purchase of 275 computers. BCIA approved their application in July and awaits final approval from DCA's Local Finance Board.

[Added Verbally] Renewable Energy Initiative. The BCIA met with the former County Administrator from Somerset County to get an understanding/overview of what they have done in the area of solar power. Currently, they are involved in their second round of bond offerings which involves 31 entities, mostly municipalities. We have a meeting next week with several former and current officials from Somerset County. The BCIA would like to tap into Federal monies which are available through yearend. There are communities and entities in Bergen County who have expressed interest in a solar offering. The energy savings would be substantial.

Commissioner D'Arminio mentioned that we already have a blueprint as to how the BCIA can proceed with a renewable energy initiative utilizing items available on the internet.

General Counsel advised that the value of Solar Renewable Energy Certificates has decreased. The cost of installation has decreased as well. However, it is still a good thing to get involved in for many reasons.

Deputy Executive Director's Report

Bergen Regional Medical Center (BRMC):

Capital Improvement

Commissioners Corcoran, Visotcky, and D'Arminio toured areas of BRMC on July 26th (at different times) to review selected capital projects for 2011 and 2012. At next month's BCIA Commissioners meeting, the Commissioners will be asked to vote on a resolution requesting funding from the Bergen County Freeholders for the selected projects. BRMC management and their consultants originally requested \$11.7 million in funding and then amended the request to \$13.2 million. After careful thought, review and analysis, it is the recommendation of our consultants and BCIA staff that approximately \$3.8 million be requested for 2011. Selected projects include heating, cooling piping replacement in Building 8, the replacement of the main sewer line in Building 8, a new roof for Building 6, Building 6 and 8 fan coil replacements, repairs of the courtyard walls in the D1 unit, and the demolition of the abandoned two story garage building on the campus.

Tonight's agenda includes a resolution awarding a contract of \$19,525 to Remington & Vernick Engineers for engineering design and construction management services for the BRMC Central Heating Plant roof replacement. This was a project funded in 2010. We received two quotes and Remington & Vernick was the lowest bidder. We recommend the award of this part of the project to Remington & Vernick.

BCIA Web-Site:

The BCIA website is scheduled for transfer to the County server on Monday. During the month of July, the BCIA worked with the County Division of Data Processing to transfer all relevant information to the new website. We anticipate saving the BCIA \$12,000 annually in host fees through this action.

Administrative Assistant to Executive Director's Report

Community Oversight Board (COB)

Synopsis of subcommittee meetings

As part of my report, following is a synopsis of the subcommittee meetings of the Community Oversight Board. This is not necessarily the opinion of the BCIA—it is only a synopsis of the views expressed at these meetings.

Quality-Mental Health – Wednesday, July, 13, 2011

Many changes were made in the Mental Health Unit over the past few months.

- 1-more staff awareness
- 2-noise level on units decreased, new sound monitors installed
- 3-alarms installed when patients fall
- 4-patients are fitted with knee pads and hip pads to protect them from injury
- 5-emergency room has been very busy, but patients have been complimentary on the fast service that they have been receiving.

Quality- Long Term Care – Wednesday, July 20, 2011

There is definitely improved patient care since the installation of computers. The diagnoses of patients are made much more quickly. The staff no longer has to rummage through stacks of papers. The staff is very comfortable computer wise and it is allowing them to adhere to their work shift time frame.

The multiple sclerosis program is excellent. Other hospitals are referring their patients to BRMC who have multiple sclerosis. The doctors and staff feel that the geriatric unit in the hospital is the best in the state.

Patient and staff morale is good.

Quality-Acute & Ambulatory - Wednesday, July 20, 2011

There are many walk in patients and no one is turned away. There are patients that miss their scheduled appointments. An appointment reminder system will be instituted.

The addiction unit is not very busy. There are many empty beds.

The meeting did not last long, as there was not a quorum

Hospital Report

Mrs. Mendelowitz' report included the following:

Regulatory compliance:

- Board of Pharmacy – July 12 – conducted a one day random survey visit. A final written report will be issued.
- LTC –July 12 – we received written confirmation from the NJDOH that there were no findings regarding a complaint visit conducted on June 27.
- Acute & BHS Divisions – July 25 – two surveyors from the NJDOH visited on five complaints. 1. Bed bug infestation – no findings; 2. Activities not conducted in a timely manner on one of the BHS units – no findings; 3. Blood sugar not adequately monitored in the ICU – no findings. 4. Testing not done as requested in the medical clinic – no findings. 5. Patient to patient assault in BHS involving the police – a citation will be written for not notifying the DOH of this occurrence. When investigated, the patient originally did not want to press charges, but changed his mind several days after the incident. An incident involving the police is a reportable event. The lack of reporting to the DOH was an oversight.

Compliance Report

Mr. Mai spoke to our special auditor who is conducting the audit for the agreed upon procedures for accounts receivables at BRMC who advised that the audit will be completed by mid September at the latest.

Urban Heath Report

Dr. Breyer advised that the report he submitted concerning New Jersey Populations was viewed by the subcommittees as being too simplistic. He will revisit his analysis in an effort to give the County more data with which to prepare for the future.

Action Items:

- Commissioner D'Arminio asked Mrs. Mendelowitz for a follow up to the items that are listed as deficient in the Joint Commission Accreditation Report. **(generated 7/7/11 work session)**
- Commissioner Trawinski offered to put the Hospital's Joint Commissions Accreditation on the County of Bergen website and asked Mr. Raguseo to handle this task. **(generated 7/7/11 work session)**
- Mr. Orlando to arrange for limited, read-only access for Mr. Raguseo to the BRMC tracking system for maintenance requests **(generated 7/7/11 work session)** Mr. Stockdale to handle response **(generated 8/4/11)**

- Executive Director Garrison to provide feedback/analysis concerning fees associated with BCIA bonding. **(generated from 5/5/11 work session)**
- Deputy Executive Director Raguseo to inform Board if staff complaint form had been accepted by the COB Committee. **(generated from 5/5/11 work session)**
- Executive Director Garrison asked Mrs. Mendelowitz for:
 - medical staff/human resources for procedure/policy for hiring new doctor in behavior health
 - for procedure/policy for any personnel replacement, if any. **(generated from 4/7/11 work session)**
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting. **(generated from 4/7/11 work session)**. The hospital is investigating its option as to how they will permanently handle this vacancy moving forward. **(6/2/11)**

Adjournment

There being no further business, motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the Work Session at 6:07 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
SPECIAL MEETING

**CERTIFIED MINUTES
August 16, 2011**

Present: Commissioners P. Wilson, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 2:36 p.m. by Chairperson Wilson.	
Proof of Notice of Special Mtg.	B. Losito read the Notice of Special Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski – Present (Entered Meeting at 2:42 p.m.) Commissioner Visotcky – Absent Chairperson Wilson – Present Members of the Public in attendance: -Freeholder John Felice, BCIA Liaison -Freeholder Aide Susan Rose -John Libretti, Esq., Assistant Co. Counsel -Mark Dougherty, Energy Systems Group Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without any form of compensation. All Commissioners are volunteers.	Roll call taken.
Open to Public Comment	Motion was made by Commissioner D'Arminio to open the meeting for public comment with regard to today's agenda. Motion was seconded by Commissioner Corcoran and carried unanimously.	Motion carried.

I hereby certify that these are the minutes of the meeting held August 16, 2011.

Bernadette Losito, Assistant Secretary

Close to Public Comment

As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion passed unanimously.

General Resolution Discussion

Chairperson Wilson advised that today's meeting was needed for the renewable energy initiative and general business matters.

Commissioner D'Arminio asked that Chairperson/Commissioners get involved in calling special meetings. Executive Director Garrison advised that this meeting was predicated on discussions at last month's meeting.

General Counsel Bruinooge gave an overview of the Requests for Qualifications designations to be authorized by Resolution this afternoon. The RFQ offerings involve several areas--the Renewable Energy Initiative Program, BRMC, Overpeck and bid document compliance with current construction law. Executive Director Garrison provided at Commissioner D'Arminio's request a more detailed explanation for each of the listed RFQs as they relate to BCIA projects and other business needs. Commissioner Corcoran asked that the Commissioners or a subcommittee thereof sit in on the RFQ process so that Commissioners are part of the process. Mr. Garrison advised that Commissioner D'Arminio was part of the RFQ process for the Renewable Energy Initiative (REI).

Mr. Mark Dougherty from Energy Systems Group asked for an explanation as to the RFQs needed for REI. Mr. Garrison gave an overview of the REI expressing that we are modeling our project on the Somerset County Improvement Authority offering. Mr. Dougherty asked if this was a follow up to the Morris County model. Mr. Garrison advised that the Morris County model has been augmented slightly into the Somerset County model. Mr. Dougherty asked if the BCIA would be willing to entertain an alternative deal structures which may be more beneficial to the taxpayers of Bergen County. Commissioners Corcoran and D'Arminio expressed interest. Chairperson Wilson asked Mr. Dougherty to contact Executive Director Garrison to further discuss the matter.

Chairperson Wilson asked General Counsel Bruinooge if the second resolution on today's agenda was already done, as we had awarded a contract to Wolff & Samson (W&S) some time ago. Counsel Bruinooge advised that the award to W&S as Special Counsel for Managed Care Issues and other Licensing Issues relating to BRMC is in addition to the original contract award. Executive Director Garrison advised that W&S asked for an additional contract award because the matter is now in litigation and requires additional work. Chairperson Wilson and Commissioner D'Arminio further questioned the reason for the additional contract award. Mr. Garrison advised that the resolution is needed in an effort to provide transparency. Commissioner D'Arminio asked for an accounting of all W&S contracts. Mr. Garrison advised that there are two contracts—one for general BRMC special counsel matters and the other is representation in the McHale lawsuit. Chairperson Wilson mentioned that he will support this contract at this time.

Executive Director Garrison gave an overview of the last Resolution on today's agenda for the approval of invoices from the Law Firm of Beattie Padovano for services rendered in connection with the Paramus tax appeal issues relating to the BRMC campus. Commissioner D'Arminio asked if Mr. Rizzi was representing our interest in this matter. Executive Director Garrison confirmed and advised that this matter has arisen out of the use of the BRMC property by BRMC, LP for which we will try to recover these monies from BRMC Management Company. General Counsel Bruinooge advised that the BRMC management company has been running several companies out of the BRMC property. Commissioner D'Arminio asked if BRMC, LP has legal representation. Commissioner Trawinski advised that he believes the Sills Cummis law firm is representing the hospital. Commissioner Trawinski also thought that we had filed a cross claim against the management company.

Resolution #11-84 A motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to approve the following Resolution:

Resolution approved.

#11-84 Authorize Issuance of RFQs

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Chairperson Wilson – yes

Resolution #11-85 A motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to approve the following Resolution:

Resolution approved.

#11-85 Award Contract to Law Firm of Wolff & Samson, PC – Special Counsel for Managed Care Issues and other Licensing Issues Relating to BRMC

A Roll Call vote resulted as follows:

Commissioner Corcoran – yes
Commissioner D'Arminio – abstain
Commissioner Trawinski – yes
Chairperson Wilson – yes

Resolution #11-86 A motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to approve the following Resolution:

Resolution approved.

#11-86 Approve Invoices from Law Firm of Beattie Padovano, LLC for Professional Services

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Trawinski – yes
Chairperson Wilson – yes

Other Discussion: Commissioner Corcoran asked that Commissioners and/or subcommittee be involved in RFQ offerings moving forward. Also, Chairperson Wilson advised that at the next public meeting we will have some policies in place to provide structure for telephone meetings, subcommittee use and the hiring of new professionals.

Adjournment

There being no further business, Motion was made by Commissioner Corcoran to adjourn the special meeting. Commissioner Trawinski seconded this Motion at 3:19 p.m. Motion carried unanimously.

Motion carried.

Bergen County Improvement Authority
ONE Bergen County Plaza,
Hackensack, New Jersey
REGULAR MEETING
MINUTES
September 8, 2011

Present: Commissioner P. Wilson L. Visotcky K. Corcoran, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Compliance Auditor: L. Mai
Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:05 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski – Present Vice Chairperson Visotcky – Present Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Visotcky to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Trawinski and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.

Verification of Minutes

Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to verify the Minutes of the following meetings:

Minutes approved.

August 4, 2011 – Regular Session
August 4, 2011 – Work Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Abstain
Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye
Vice Chairperson Visotcky - Aye
Chairperson Wilson - Abstain

Motion was made by Chairperson Wilson and seconded by Commissioner Trawinski to verify the Minutes of the following meetings:

Minutes approved.

August 16, 2011 – Special Meeting

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye
Vice Chairperson Visotcky - Abstain
Chairperson Wilson - Aye

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Resolutions #11-87 through #11-99

Chairperson Wilson asked Executive Director Garrison to give an overview of the resolutions on today's agenda.

there is still a good deal of work that has yet

Commissioner Corcoran noted that there was one large payment on the bill list. Mr. Garrison advised that this payment was for services rendered by the Beattie Padovano firm which services were approved by resolution on last month's agenda.

Commissioner D'Arminio asked what the nature of the work was for Resolution 11-90 for Disbursement of Proceeds for BCC. Chairperson Wilson advised that funds were need for retrofitting the buildings that were purchased. Mr. Garrison advised that work is nearly finished on the third floor. Commissioner Corcoran mentioned that

to be completed. Mr. Garrison advised that the construction is about 1/3 complete.

Commissioner Trawinski advised that he reviewed Resolution 11-91 Change Order – BRMC Bldg 14 Shower Room Renovation with Deputy Executive Director Raguseo and has no problem with the \$15,044.15 change order on a nearly \$1 million contract.

Executive Director Garrison announced that there are four resolutions concerning Teaneck Community Charter Schools on tonight's agenda (Resos. 11-92 through 11-96). Back in 2007, the TCCS entered into a bond deal with the BCIA. Note that this bond deal did not include the recreational space (i.e., auditorium, gymnasium) needs for the school. The matter offered this evening will be in partnership with the Township of Teaneck. This bond deal will be achieved by refinancing requiring no additional monies. The Township of Teaneck would have to file for bankruptcy in order for the County to be responsible for repayment.

Commissioner D'Arminio asked who would be using this new facilities. Mr. Garrison advised that both the TCCS and Teaneck Public School students. Commissioner D'Arminio asked and Mr. Garrison confirmed that this project require no land purchase.

Mr. Garrison advised that Reso 11-96 Amending Chasan Leyner's contract for Special Litigation Counsel will go towards services performed in connection with IGT Litigation.

In addition, Mr. Garrison explained that Reso. 11-97- Auth. Issuance of RFP for Underwriters – Refinancing of Certain Outstanding Debt of the BCIA. This reso will allow the BCIA to take advantage of favorable financing conditions with existing bond holdings. Mr. Garrison asked if we could put together a Commissioner subcommittee to further examine this matter. Commissioners Trawinski and D'Arminio volunteered to take part in this subcommittee.

General Counsel Bruinooge advised that Reso. 11-98 Qualify Responses to RFQs was modified to include language that handles non-material omissions from the submissions.

A motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio to approve the following Resolutions:

Resolutions approved.

- #11-87 Payment of Bills
- #11-88 Disbursement of Proceeds – Kean University/Ocean Community College – Requisition #4 – August 22, 2011
- #11-89 Amend Contract – On Call Construction Mgmt for Various Projects (RSC Arch)
- #11-90 Disbursement of Proceeds – BCC – Requisition #6 – August 17, 2011
- #11-91 Change Order- BRMC Bldg 14, Shower Room Renovations – (Gargiulo Co.)
- #11-92 Authorize Application to the LFB – Teaneck Comm. Charter School (TCCS)
- #11-93 Award Contract – Bond Counsel – TCCS Bond Deal (Gibbons)
- #11-94 Award Contract – Financial Advisor – TCCS Bond Deal (NW Financial)
- #11-95 Award Contract – Underwriter – TCCS Bond Deal (Gates Capital)
- #11-96 Amend Contract – Special Litigation Counsel – Chasan Leyner
- #11-97 Auth. Issuance of RFP for Underwriters – Refinancing of Certain Outstanding Debt of the BCIA
- #11-98 Qualify Responses to RFQs

A Roll Call vote resulted as follows:

Commissioner Corcoran – yes
Commissioner D'Arminio – yes
Abstention from Resolution
#11-89
Commissioner Trawinski - yes
Vice Chairperson Visotcky – yes
Chairperson Wilson - yes

Closed Session:

Chairperson Wilson asked for a Motion to go into Closed Session. A motion was made by Commissioner Trawinski and seconded by Commissioner D'Arminio.

Motion carried.

Resolutions #11-99

Closed Session

Resolution approved.

Chairperson Wilson stated for the record and Counsel Bruinooge confirmed that our need for closed session is for matters involving pending litigation. Closed Session minutes will be released to the public once the matter is made public.

Reconvene Regular Session:

Chairperson Wilson asked for a Motion to reconvene Regular Session. A motion was made by Commissioner Corcoran and seconded by Commissioner Visotcky.

Motion carried.

Resolution #11-100

A motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to approve the following Resolution:

Resolution approved.

#11-100 – BCIA Authorizes Executive Director to Settle BRMC IGT Matter

Next Meeting

Our next meeting date will be Thursday, October 6, 2011 at 5:30 p.m., in Freeholders Caucus Room, 5th Floor, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to adjourn the meeting at 6:50 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
September 8, 2011

Present: Commissioners: P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. awinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Compliance Officer: L. Mai
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:30 p.m. by Chairperson Philip Wilson.
(Vice Chairperson Visotcky and Commissioner Trawinski enter meeting at 5:35 p.m.)

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there were no members of the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to close the meeting for public comment. Motion carried unanimously.

Chairperson's Report

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Chairperson Wilson expressed his appreciation that the COB Subcommittees report is now part of our public meeting minutes.

General Counsel's Comments

General Counsel Bruinooge offered that there is a number of pending active litigations. (1) In the McHale matter the plaintiff has agreed to a voluntary dismissal without prejudice for the individually named Commissioners. This should be effective in a couple of days. Beyond that, litigation is proceeding on a tight case management order; (2) The IGT matter is settled but for the settlement agreement being approved, reviewed and signed by both sides. The matter is set for trial on 9/12/11; and (3) The Eco Cashman matter, which involves a substantial sum of money, is now expected to proceed to trial.

BCIA Executive Staff

Executive Director's Report

Executive Director Garrison mentioned that there were incidents at the stables, possibly vandalism, that were reported to and investigated by the County police. Also, we are trying to dispose of old office equipment at the stables which was recently brought to our attention by our Barn Foreman April Neumann . The County may include this equipment in its County auction.

In addition, Mr. Garrison was happy to report that we are moving forward on the renewable energy program and that he will work with Commissioner D'Arminio who has volunteered to work on this matter.

Deputy Executive Director's Report

Bergen Regional Medical Center (BRMC):

Tomorrow at BRMC we are going to be meeting with Director of Behavioral Health along with various members of mental health groups concerning increased demand for outpatient BH Services, issues of capacity and access to care. The purpose of this meeting is the needs and current utilization patterns. We will report back to you our findings.

Mr. Raguseo gave an overview of two resolutions on tonight's agenda concerning the hospital—(1) Amendment to Contract with RSC Architect for On Call Services; and (2) Change Order for BRMC Building 14 Shower Room Renovation in the amount of \$15,044.15.

In addition, he advised that BRMC IT Server Room and Generator Project bid will be received on September 27, 2011. We are expecting to award a contract at next month's meeting.

Also, BCIA representatives will be attending next week's Freeholders meeting to request approval of our 2011 capital plan for BRMC projects. The capital plan came in at \$3.8 million. Executive Director Garrison advised that the Freeholders had asked us for a 5 year plan, which we plan to supply them with as well.

Administrative Assistant to Executive Director's Report

Synopsis of subcommittee meetings

Quality Long Term Care Meeting

Ms. June Montag reported that Katy Richardson, BRMC's Administrator for Long Term Care, stated that there were no reportable events concerning patients getting hurt. Patients were doing well.

Dr. Joel, Chair of QLTC, suggested that we add new members to the Community Oversight Board and also replace members who rarely show. Ms. Montag advised Dr. Joel that we are actively looking into this and that it is quite necessary.

Further, Ms. Montag reported on the storms effects on the hospital. More specifically, Mr. Orlando advised that the hospital was lucky and that the generators went into full gear and the flooding and damage were minimal.

Computers have been installed at the nurses' station, which has minimized the workload. What normally took one half hour, now takes approximately 7 minutes.

Meetings this month: 9/15 Executive Board Meeting
9/20 Community Oversight Board

Ms. Richardson commented that the hospital has upgraded their computer systems. There are two systems—the first are at the nurses stations, as well as a computer on wheels to assess patients in their rooms; and the second is a system used by the CNAs for care tracker to track their daily work. The nurses system (live medical records) have been installed gradually from 2/11 and the CNA system since 6/11. The hospital is now totally computerized.

Hospital Report

Mrs. Mendelowitz' report included the following:

Community events:

- BRMC Sponsored 9/11 Tribute Concert and 9/11 Remembrance Ceremony and at BRMC Foundation Sponsored 9/10 Brunch Honoring Our Heroes Flyers were distributed.

Regulatory compliance:

- Joint Commission update was read aloud at the meeting and is available for review in the BCIA 9/8/11 Public Meeting file.

BRMC response to Hurricane Irene:

Planning began on Wednesday, August 24, 2011 and preparations continued including:

- Daily meetings to discuss preparation tactics with key BRMC staff members and administrators
- Daily conference calls with the NJHA Emergency Prep team.
- Daily contact with OEM
- Emergency management Protocols reviewed and executed regarding extra food, water and other essential supplies.
- Cots set up in the Auditorium and E007 for staff sleeping quarters.

- Command Center opened at 6pm Saturday and closed at 1pm Sunday to ensure administrative oversight and to facilitate operations.

Challenges:

- **Building:**
During the height of the storm, there were numerous leaks throughout the facility. Areas of highest impact included the Emergency Room, Operating Room, Cardiology Department, Building 14, the Kitchen and LTC unit 11-7.
- **Staffing:**
NJ transit stopped service at 6PM on Saturday. Many of our staff utilize the bus service to commute to work. However, all units were adequately staffed.
- **Utilities:**
Power throughout the facility went off at 2:50pm on Sunday, August 28th. The emergency generators were operational. Power returned Monday, August 29th at 2am. Power went off again at 2:30pm on August 29 and restored at 5:30pm. The generator that services buildings 6 and 8 failed due to a computer programming glitch that shut down the generator. A back-up generator was supplied by PSEG. A part is on order for that generator. All emergency protocols were executed.

Chairperson Wilson asked how the Hospital managed during the power outage. Mrs. Mendelowitz advised that they utilized generators and never went beyond the period of time where they would encounter life threatening problems. Further, the hospital was most concerned with having no power at nightfall. Should it have been necessary, the hospital had a plan to move LTC patients into Building 11. Commissioner D'Arminio asked if PSE&G could provide a back-up generator as a precaution when harsh weather conditions are forecasted. Commissioner Trawinski advised that PSE&G was in attendance at the OEM Command Center over the weekend. Commissioner Trawinski thought the County may be able to loan the hospital a generator and suggested that the hospital speak to Lieutenant Razzetti about this issue. In addition, Commissioner Trawinski offered that the County may be able to help with the transportation issues during emergency weather situations and that Lieutenant Razzetti would be the contact person on this issue as well.

Commissioner Trawinski advised that he had heard from County Police that the BRMC was not accepting patients from the Red Cross Shelter at Bergen Community College unless the County could accommodate transportation out of the hospital facility. Hospital Staff advised that the hospital staff personally paid to transport patients back to the shelter.

Commissioner Trawinski wanted to thank BRMC for their preparedness throughout the storm.

Commissioner Corcoran had questions about the water leaks BRMC experienced during the storm and asked if we had a plan for repairs. Deputy Executive Director Raguseo advised that he had asked for a damage assessment report from RSC Architects and will make a recommendation to the Board based on the report.

Compliance Report

Mr. Mai received information about previous years' collections for the County Treasurer and is making an analysis of this information to discuss at the next finance compliance meeting.

Urban Heath Report

Dr. Breyer advised that his reports are dated because of few subcommittee meetings over the summer. He then reviewed presented his report. Overall he offered that the staffing level is up to a 3.75 staff level which is over the 3.3 minimum staffing level requirement.

Action Items:

- Deputy Executive Director Raguseo to report on meeting with Director of Behavioral Health along with various members of mental health groups concerning increased demand for outpatient BH Services, issues of capacity and access to care. **(generated 9/8/11 work session)**.
- Mr. Orlando to arrange for limited, read-only access for Mr. Raguseo to the BRMC tracking system for maintenance requests **(generated 7/7/11 work session)** Mr. Stockdale to handle response **(generated 8/4/11)**
- Executive Director Garrison to provide feedback/analysis concerning fees associated with BCIA bonding. **(generated from 5/5/11 work session)**
- Deputy Executive Director Raguseo to inform Board if staff complaint form had been accepted by the COB Committee. **(generated from 5/5/11 work session)**
- Executive Director Garrison asked Mrs. Mendelowitz for:
 - medical staff/human resources for procedure/policy for hiring new doctor in behavior health
 - for procedure/policy for any personnel replacement, if any. **(generated from 4/7/11 work session)**
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting. **(generated from 4/7/11 work session)**. The hospital is investigating its option as to how they will permanently handle this vacancy moving forward. **(6/2/11)**

Adjournment

There being no further business, motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the Work Session at 6:04 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
ONE Bergen County Plaza,
Hackensack, New Jersey
REGULAR MEETING
MINUTES
OCTOBER 6, 2011

Present: Commissioner P. Wilson L. Visotcky K. Corcoran, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Compliance Auditor: L. Mai
Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:54 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski – Present Vice Chairperson Visotcky – Present Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Corcoran to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Trawinski and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Trawinski and seconded by Commissioner Corcoran to close the meeting for public comment. Motion passed unanimously.	Motion carried.

Verification of Minutes

Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to verify the Minutes of the following meetings:

Minutes approved.

September 8, 2011 – Regular Session
September 8, 2011 – Work Session
September 8, 2011 – Closed Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D'Arminio – Aye
Commissioner Trawinski – Aye
Vice Chairperson Visotcky - Aye
Chairperson Wilson - Aye

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or “years” toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Resolutions #11-101 through #11-105

Chairperson Wilson asked Executive Director Garrison to give an overview of the resolutions on today's agenda.

Mr. Garrison offered the resolutions on today's agenda as proposed. However, he stated that Resolution No. 11-105 which authorizes the BCIA to go out for Requests for Qualifications will be modified to include the additional designation of “Consulting Energy Engineering Services.” This added designation is necessary for our renewable energy initiative.

A motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to approve the following Resolutions:

Resolutions approved.

#11-101 Payment of Bills
#11-102 Authorize Application to LFB (Refunding Of BCIA Outstanding Bond Issues)
#11-103 Qualify Responses to Issued RFQs (Revised)
#11-104 Urban Health Institute – Authorize Payment of Invoices for Professional Services
#11-105 Authorize Issuance of RFQs, as modified..

A Roll Call vote resulted as follows:

Commissioner Corcoran – yes
Commissioner D'Arminio – yes
 Abstention from portion of Reso #11-102
 as it relates to BC CAP, as his firm does
 business with this agency.
Commissioner Trawinski – yes
 Abstention from portion of Reso #11-102
 as it relates to Fair Lawn Community
 Ctr., as he is Fair Lawn councilman.
Vice Chairperson Visotcky – yes
Chairperson Wilson - yes

Next Meeting

Our next meeting date will be Thursday,
November 10, 2011 at 5:30 p.m., in
Freeholders Caucus Room, 5th Floor, at ONE
Bergen County Plaza, Hackensack, New
Jersey.

Adjournment

There being no further business, Motion was
made by Commissioner Corcoran and
seconded by Commissioner Trawinski to
adjourn the meeting at 7:05 p.m. Motion
carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
October 6, 2011

Present: Commissioners: P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E Trawinski
BCIA Staff: R. Garrison, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.
Compliance Officer: L. Mai
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:48 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there were no members of the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to close the meeting for public comment. Motion carried unanimously.

Chairperson's Report

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Chairperson Wilson asked for volunteers to coordinate a post holiday celebration to recognize those individuals who have served the BCIA and have left for other endeavors. Chairperson

Wilson asked Vice Chairperson Visotcky to chair this committee and suggested that Mauro Raguseo and June Montag work alongside Ms. Visotcky on this committee.

General Counsel's Comments

General Counsel Bruinooge mentioned that he has the details of the bids received for the BRMC IT Server Project and will discuss this matter when the Executive Director presents his report.

Litigation matters: (1) The IGT matter has been formally settled and the consent order signed on September 21, 2011. Also, the Eco Cashman matter has gone through another arbitration where we were authorized by our treasurer to offer settlement of the matter for \$600,000. The original claim is \$717,937.60, plus interest, costs of suit and attorneys fees. The position of Eco Cashman was that they would be willing to settle for \$550,000. No settlement resulted from this exchange. The Executive Director then instructed counsel to present an Offer of Judgment under the Rules of Court to settle for 80% of the original claim which would be approximately \$574,000. If Eco Cashmen does not accept this offer and we then go to trial and BCIA prevails at trial, Eco Cashman would be responsible for the entire claim plus legal fees, cost, etc. We will see if this offer is accepted. (2) The McHale matter continues. Written discovery is concluded in 10 days. Executive Director will review the responses. The magistrate judge has scheduled another status conference for the latter part of October.

Other business: (1) The form of professional service contract that the BCIA will be using is being reviewed by special counsel and will be circulated to the professionals for signature. (2) We will also be adding on RFQ designation for "Consulting Energy Engineering Services" to the existing resolution authorizing the BCIA to offer requests for qualifications. This designation relates to the BCIA solar initiative.

General Counsel Bruinooge gave an overview of a possible new procedure for preparing regular session minutes of the BCIA meetings. Note that this procedure is presently being practiced by the Bergen County Utility Authority. The suggested procedure would involve a modified agenda which would provide space for any comments/changes necessitated at the meeting. The secretary would briefly leave the meeting to update the agenda to reflect said comments/changes and then return to the meeting, circulating the modified agenda/minutes for the Commissioners review and approval.

Commissioner D'Arminio expressed that he did not like this proposed new procedure. He asked Counsel Bruinooge if the reason for the change was for the minutes to be approved by the Commissioners within five (5) days of the meeting rather than have the minutes approved by the Commissioners at the following month's meeting. Counsel Bruinooge confirmed.

Commissioner D'Arminio then asked the Commissioners to entertain a different procedure, possibly have a telephone meeting a day or two later, to handle this matter. Vice Chairperson Visotcky asked that draft minutes be circulated the next day and have a meeting on the Monday following a Thursday's meeting. Commissioner D'Arminio asked that General Counsel Bruinooge look into whether the minutes could possibly be approved by e-mail. Commissioner Trawinski offered that minutes being circulated by e-mail do not allow the public to part of the process. Chairperson Wilson advised that there is usually very little discussion offered at the

regular session. Almost all discussion takes place at the work session. Commissioner D'Arminio advised that he would agree with whatever the majority of Commissioners would ultimately decide on this issue. No definitive decision on this issue was made at this time. For this meeting, we will have a special meeting, via telephone, this coming Tuesday to approve the regular session meeting.

Chairperson Wilson asked that we review the procedure for minutes approval for other authorities before we make a final decision moving forward. General Counsel Bruinooge advised that he would speak with another authority on this issue.

BCIA Executive Staff

Executive Director's Report

Executive Director Garrison advised that through expedited efforts of our staff we put in for a HUD Special Project grant for renovations to BRMC Summer House. This grant became available because of a line item Congressman Rothman put into an appropriations bill. June Montag gave a breakdown of this \$190,000 grant.

In addition, Mr. Garrison advised that we received and the committee reviewed the requests for qualifications received on the renewable energy program. The committee with the help of John Glidden consisted of Commissioner D'Arminio, General Counsel Bruinooge, Rose Inguante of the County Executive Office and himself. Mr. Garrison advised that he will put together a memo to Commissioners outlining the Committee's findings and suggestions for our next meeting.

Mr. Garrison also mentioned that we have a resolution on tonight's agenda regarding application to the Local Finance Board for the possible refinancing several BCIA Bonds. John Glidden of Gates Capital gave a brief overview of the five (5) BCIA bonds from 2003 through 2005 that would benefit from refinancing at lower interest rate. He advised the BCIA Board that the refinancing bar is set by the State of New Jersey as to what savings need to be met for bonds to be refinanced. To refinance an existing bond, the present value saving has to be a minimum of 3 percent. The present value of savings for the five (5) BCIA bonds for which we are seeking authorization to go the LFB for refinancing on tonight's agenda are as high as 7 percent.

Mr. Glidden advised that the RFP was distributed to the nine (9) prequalified BCIA underwriting firms, eight of whom responded. Mr. Glidden and Executive Director Garrison reviewed all proposals submitted and ranked their benefits to the BCIA. As Commissioner D'Arminio had not had a chance to review the RFP response comparison schedule, Mr. Garrison asked Commissioner D'Arminio and he affirmed that he would be comfortable with Mr. Garrison making a recommendation for which underwriter(s) should be used for the five (5) potential Bond refinancings. Mr. Garrison advised that he recommends that we use Wells Fargo Securities for four (4) of the Bond refinancing—Wyckoff BOE, Englewood BOE, BC CAP, Fair Lawn Community Center and the fifth refinancing with TD Securities for the Pooled ERI Unfunded Liability Project. Commissioner Trawinski asked that the record reflect that we are not increasing the indebtedness of the BCIA or County with this matter. Mr. Glidden also gave a general overview of the underwriting fees offered by the RFP respondents, noting that the fees were within a tight range.

Commissioner D'Arminio mentioned that his firm does work with Bergen County CAP and has done land use work with TD Bank, so he asked Counsel Bruinooge if he should abstain from voting on these matters. General Counsel Bruinooge advised that he felt that Commissioner D'Arminio should abstain

from the Bergen County CAP financing matter; however, TD Bank is remote from TD Securities and felt that there would be no conflict. Counsel Bruinooge would leave it up to Commissioner D'Arminio on any abstention.

Commissioner Trawinski also advised that he would abstain from the Fair Lawn Community Center refinancing as he is a Fair Lawn councilman.

Deputy Executive Director's Report

Bergen Regional Medical Center (BRMC):

General Counsel Bruinooge advised that bids were received for the IT Server Project. Further, the bids look in order and we will act on this matter shortly. Commissioner Trawinski and Vice-Chairperson Visotcky asked that the County's Data Processing Chief and Lt. Dwayne Razzetti, of OEM, comment on this project before we proceed.

In addition, Counsel Bruinooge introduced two emergency matters which will require action by the BCIA. The first matter is for Boilers 1 and 2—note one boiler is leaking and the other is out of service. The other matter is the Building 12A Dining Room Ceiling Concrete Slab which is compromised and is in emergent need of repair. Commissioner Trawinski advised that the CFO has advised that funding is there for these projects and that the paperwork will follow shortly.

Administrative Assistant to Executive Director's Report

Following is a synopsis of subcommittee meetings. Note that these are not necessarily the opinions of the BCIA, but the views expressed at the meetings.

Quality Acute and Ambulatory Meeting

- Clinic volume remains high and initiatives are being worked on to improve the flow from the time the patient comes into registration and goes on to the clinic.
- There were a number of new RN nurses in acute care hired in lieu of some of the LPN positions. It seems to be working well.

Executive Committee Meeting

- In approximately a year all BRMC buildings will be equipped with sprinklers.
- BRMC received Certificates and Letters of accreditation from the Joint Commission.
- Hospital staff did an outstanding job during the hurricane crisis. Staff worked around the clock.

Meetings this month: 10/11 Quality Long Term Care
 10/12 Quality Mental Health
 10/20 Executive Committee Meeting
 10/25 Community Oversight Board

Hospital Report

Mrs. Mendelowitz' report included the following:

Announcements:

- Annual Employee Awards dinner – October 11 at Season's, Washington Twp.

- A Taste of Bergen – November 14 at Season’s, Washington Twp. which benefits the Foundation.

Regulatory compliance:

- LTC – September 21 – the Ombudsman visited on a complaint from a resident that his daughter sold his coin collection without his consent. There were no findings.
- LTC – Annual Licensing Survey – conducted September 28 & 29, October 3, 4, 5 & 6. There were seven surveyors on site for the first two days, four surveyors (three nurses, one dietitian) for the remainder of the survey and a Life Safety surveyor was also on site for two days. The survey team complimented the LTC staff for their caring attitude and cooperation. The surveyors commented on both the excellent medication pass process and the treatment process which are conducted under direct surveyor observation of staff performing those duties. The written report will be issued in 10-14 days. Mrs. Mendelowitz said she will present a detailed overview at next month’s meeting. Dr. Breyer asked Mrs. Mendelowitz what was the tone of the exit interview. Mrs. Mendelowitz answered that overall it seemed positive, with certain findings being subject to further review.

Compliance Report

Mr. Mai advised that McEnerney, Brady & Co. are nearing completion of their Special Audit of BRMC Accounts Receivable. They expect to have a draft audit to us no later than October 21st. In addition, Mr. Mai was asked to look at BRMC collections, which were down from last year about \$15,000,000. The analyzed period is from January through September. Mr. Mai mentioned that he does not think that this deficit can be made up in three months. Commissioner D’Arminio asked Mr. Mai in his opinion what the cause of this decrease was. Mr. Mai said that it resulted from changes in the reimbursement rates; however, he reserves further comments until he receives more information. Mr. Joseph Orlando advised that there was some rate recoupment as well as the reduction in subsidies and the Medicaid rate. The hospital has tried to adjust its expense to compensate for these reductions. Mr. Orlando wanted to clarify that recoupment does not have to do with BRMC’s overbilling, but differences in the reimbursement rates.

Urban Heath Report

While referring to his report, Dr. Breyer advised that utilization is down and admissions are also off. The way the hospital is reporting has changed. The hospital used to be measured by days. In LTC they are measured in another fashion. Mr. Orlando advised that the hospital is expecting a major decrease in Medicaid reimbursement. Dr. Breyer reported that Outpatient Services are doing well. He called attention to staffing comparisons in his report. In 1997, before the current management, there were 1846 full time employees (FTEs) and now there are 1741 FTEs. In 1997, LTC had more beds than there are presently. Dr. Breyer gave an overview of the two private nurses (commissioned by BCIA) who prepare spot checks. Note one nurse reviews patient care, examining three patients for an eight hour period and the other nurse reviews

staffing levels. These nurses' reports are supplied to and reviewed by the appropriate subcommittees.

Commissioner Trawinski asked what is the minimum Medicaid Staffing level? Dr. Breyer advised that the minimum Medicaid Staffing level is 2.5 hours per day. Our contractual standard of 3.3 hours per day is above the minimum Medicaid Staffing level. However, unlike Medicaid, our BRMC contract includes therapeutic hours as well.

Action Items:

- County Adjuster Issue – Mr. Orlando asked for our response. Commissioner Trawinski advised that the County Adjusters Office is under the County Counsel's office who is well aware of the issue and will see that the matter is resolved. **(generated 10/6/11)**
- Deputy Executive Director Raguseo to report on meeting with Director of Behavioral Health along with various members of mental health groups concerning increased demand for outpatient BH Services, issues of capacity and access to care. **(generated 9/8/11 work session).**
- Mr. Orlando to arrange for limited, read-only access for Mr. Raguseo to the BRMC tracking system for maintenance requests **(generated 7/7/11 work session)** Mr. Stockdale to handle response **(generated 8/4/11)**
- Executive Director Garrison to provide feedback/analysis concerning fees associated with BCIA bonding. **(generated from 5/5/11 work session)**
- Deputy Executive Director Raguseo to inform Board if staff complaint form had been accepted by the COB Committee. **(generated from 5/5/11 work session)**
- Executive Director Garrison asked Mrs. Mendelowitz for:
 - medical staff/human resources for procedure/policy for hiring new doctor in behavior health
 - for procedure/policy for any personnel replacement, if any. **(generated from 4/7/11 work session)**
- BRMC - Medical liaison in Behavior Health replacement to be in place within thirty (30) days of our April 7, 2011 meeting. **(generated from 4/7/11 work session).** The hospital is investigating its option as to how they will permanently handle this vacancy moving forward. **(6/2/11)** T. Rosamilia advised that the hospital has hired a part-time child psychiatrist who was hired two weeks ago and we have an offer out for a full time child psychiatrist and are awaiting her acceptance of our offer. **(10/6/11)**

Adjournment

There being no further business, motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the Work Session at 6:53 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
SPECIAL MEETING

**CERTIFIED MINUTES
October 11, 2011**

Present: Commissioners P. Wilson, L. Visotcky, K. Corcoran
BCIA Staff: M. Raguseo, J. Montag, B. Losito, G. Velazquez
General Counsel: T. Bruinooge, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 10:10 a.m. by Chairperson Wilson.	
Proof of Notice of Special Mtg.	B. Losito read the Notice of Special Meeting.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D’Arminio – Absent Commissioner Trawinski – Absent Commissioner Visotcky – Present Chairperson Wilson – Present Members of the Public in attendance: -John Libretti, Esq., Assistant Co. Counsel - Michael Formanek, RSC Architect -John Ensslin, The Record Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without any form of compensation. All Commissioners are volunteers.	Roll call taken.
Open to Public Comment	Motion was made by Commissioner Corcoran to open the meeting for public comment with regard to today’s agenda. Motion was seconded by Vice Chairperson Visotcky and carried unanimously.	Motion carried.

Close to Public Comment

As there were no comments from the public wishing to be heard, Motion was made by Vice Chairperson Visotcky and seconded by Commissioner Corcoran to close the meeting for public comment. Motion passed unanimously.

Approval of Minutes:

Motion was made by Commissioner Corcoran and seconded by Vice Chairperson Visotcky to approve the Minutes of the following meetings:

Minutes approved.

October 6, 2011 – Regular Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Vice Chairperson Visotcky – Aye
Chairperson Wilson – Aye

Resolutions #11-106 &
#11-107

Chairperson Wilson asked Deputy Executive Director Mauro Raguseo to give an overview of the Resolutions on today's agenda. Mr. Raguseo stated that Reso. 11-106 (not to exceed \$40,000) involves the BCIA authorization of a study for the repair/replacement of Boiler #1 (leaking) and #2 (out of service). The BCIA had hoped to resolve/finance this project with PSE&G Carbon Abatement Project monies. However, as PSE&G has yet to make a determination as to funding under its project, the BCIA needs to resolve this matter. Further, Reso 11-107 (not to exceed \$300,000) authorizes the emergency repair for the concrete slab in the ceiling of Bldg 12A Dining Room. This repair/replacement was recommended by RSC Architect and DiStasio & Van Buren, Inc. in response to their evaluation of the dining room ceiling which had collapsed several months ago.

Resolution approved.

Mr. Michael Formanek gave a brief technical description of the repairs needed for the concrete slab in the ceiling of Bldg 12A Dining Room as included in Reso. 11-107.

A motion was made by Chairperson Wilson and seconded by Commissioner Corcoran to approve the following Resolutions:

#11-106 Authorize BCIA to Enter into a Contract for the Emerg. Evaluation and/or Repair and/or Replacement of Boilers #1 and #2 at BRMC.

#11-107 Authorize BCIA to Enter into a Contract for the Emerg. Repair and/or Replacement of a Concrete Slab in the Ceiling of the Dining Hall of Bldg 12A at BRMC

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Vice Chairperson Visotcky – yes
Chairperson Wilson – yes

Adjournment

There being no further business, Motion was made by Commissioner Corcoran to adjourn the special meeting. Vice Chairperson Visotcky seconded this Motion at 10:18 a.m. Motion carried unanimously.

Motion carried.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
MINUTES
November 10, 2011

Present: Commissioner P. Wilson L. Visotcky K. Corcoran, L. D'Arminio, E. Trawinski
 BCIA Staff: R. Garrison, J. Montag, B. Losito
 General Counsel: T. Bruinooge, Esq.
 Compliance Auditor: L. Mai
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:19 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting which was properly published and posted.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Trawinski – Present Vice Chairperson Visotcky – Present Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Visotcky to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Trawinski and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to close the meeting for public comment. Motion passed unanimously.	Motion carried.

Adoption of Minutes

Motion was made by Commissioner Visotcky and seconded by Commissioner Corcoran to adopt the Minutes of the following meetings:

Minutes approved.

October 6, 2011 – Work Session
October 11, 2011 – Special Meeting

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D’Arminio – Aye
Abstain from 10/11/11 Special Mtg. vote
Commissioner Trawinski – Aye
Abstain from 10/11/11 Special Mtg. Vote
Vice Chairperson Visotcky - Aye
Chairperson Wilson - Aye

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or “years” toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Chairperson Wilson and Deputy Executive Director Raguseo had a brief discussion about the Catholic Chaplain’s request for an additional part-time priest at BRMC. Mr. Raguseo mentioned that the BCIA is obligated to pay for religious services under the Lease and Operating Agreement with BRMC.

Resolutions #11-108 through #11-110

Chairperson Wilson offered the resolutions on today’s agenda. He asked that the dollar amount be displayed on the first page of each resolution on tonight’s agenda.

There was discussion among the Commissioners concerning Resolution 11-110 - Amending the dollar amount of the General Counsel’s Contract. General Counsel Bruinooge commented that the original projection of legal services and the projected dollar value of those services were understated in that the work performed by Mr. Bruinooge and his firm was more than the projection due to unforeseen changes and additions. Commissioner D’Arminio asked if Counsel Bruinooge was nearing the contract cap and whether or not action on the resolution could be put off until next month’s meeting. Counsel Bruinooge advised that he was not certain of the exact amount of costs

incurred in relation to the cap, but was agreeable to postpone action on the Resolution if it was deemed necessary by the Commissioners. Executive Director Garrison advised that he had discussed the matter with General Counsel Bruinooge and had received a draft of Resolution at that time. Mr. Garrison recommends adoption of the resolution.

A motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to approve the following Resolutions:

Resolutions approved.

- #11-108 Payment of Bills
- #11-109 Disbursement of Proceeds – BCC – Requisition #7 – 10/17/11
- #11-108 Amend Contract – General Counsel

A Roll Call vote resulted as follows:

- Commissioner Corcoran – yes
- Commissioner D'Arminio – yes
- Commissioner Trawinski – yes
- Vice Chairperson Visotcky – yes
- Chairperson Wilson - yes

Next Meeting

Our next meeting will take place on Thursday, December 1, 2011 at 5:30 p.m., in Freeholders Public Meeting Room, 5th Floor, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Corcoran and seconded by Commissioner Trawinski to adjourn the meeting at 6:40 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
November 10, 2011

Present: Commissioners: P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, E. Trawinski
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito
General Counsel: T. Bruinooge, Esq.
Compliance Officer: L. Mai
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:34 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Motion was made by Commissioner Visotcky and seconded by Commissioner Trawinski to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Close to Public

As there were no members of the public wishing to be heard, Motion was made by Commissioner D'Arminio and seconded by Commissioner Trawinski to close the meeting for public comment. Motion carried unanimously.

BCIA 2012 Public Meeting Schedule - The Chairperson asked the Commissioners, Executive Staff and Professionals if they had any comments on the 2012 draft public meeting calendar included in today's meeting packet. As there were no comments, Chairperson Wilson deemed that the 2012 public meeting calendar acceptable and that it be properly published and posted.

Chairperson's Report

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or "years" toward pensions or other benefits.

Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Chairperson Wilson spoke about issues to be addressed in the coming year. He advised that he has spoken to Executive Director Garrison about the BCIA Board's formulating some policies, such as for BRMC emergency repairs, tracking bond deals and interviewing for new professional staff. Also, Chairperson Wilson mentioned that the Board will be discussing some Hospital planning, which he broke down into four possibilities: (1) continue present conceptual framework with or without the same provider; (2) create an authority to manage the hospital; (3) transfer to the State; and (4) sale or divestiture.

Chairperson Wilson asked if any progress had been made on the post holiday celebration to recognize those individuals who have served the BCIA and have left for other endeavors. June Montag advised that she, along with Mauro Raguseo and Vice Chairperson Visotcky will report back on this matter at our next meeting.

General Counsel's Comments

General Counsel Bruinooge mentioned that number of litigations have been winding down. (1) In the McHale matter, we have discovery issues whereby BCIA interrogatories have yet to be responded to. The attorney for the Plaintiff's mother is ill and we have been very patient with this matter, but a response needs to be received. Former BCIA Commissioner Salkin's deposition is scheduled for November 21st. Counsel Bruinooge asked that the Commissioners notify him upon receipt of notice of deposition. (2) In addition, Counsel Bruinooge advised that he has not seen paperwork on the Tucci v. Bergen County matter. (3) Counsel Bruinooge mentioned that he has involved himself with the contract compliance matter. He advised that he will leave it to the Executive Director's Report the status of construction matters. (4) He and the Executive Director have met with the American Dream managers/representative in East Rutherford where they were able to visit the facility. We understand by reading the newspaper that the American Dream principals are moving forward with bonding leads, but we have seen nothing formal. He believes the matter needs to start with the Borough of East Rutherford. (5) the BCIA bond refinancing matter is moving along. (6) Counsel Bruinooge stated that he has reviewed the revised scope of service for the RFQs for Consulting Engineering Services for the Solar Energy Initiative prepared by Executive Director Garrison. He advised that revised scope of service is broader than the original offering which should draw more responses from qualified people.

Commissioner Trawinski advised that the current administration does support the American Dream project, especially its infusion of jobs and the projected increase in revenue to north jersey. However, the County of Bergen administration wants to reiterate its position that not one penny of County money, nor its repayment of any loan guarantee will receive this administration's approval in connection with the American Dream Project. Commissioner Trawinski also expressed his great dissatisfaction with the untruthful political advertisements of Senator Robert Gordon concerning the American Dream Project used in his reelection campaign.

BCIA Executive Staff

Executive Director's Report

Executive Director Garrison wanted to touch on two issues: (1) BCIA bond refinancing - all entities that had been listed as possible candidates for refunding have been contacted. We are in the process of setting up meetings with the three (3) entities. We would like this done as soon as possible as to take advantage of the current bond market; and (2) The Energy Initiative - within the next week or two we will reconvene the subcommittee (Commissioners D'Arminio and Trawinski) as recent developments have greatly changed the focus of the energy issues, including efficiency matters and sustainability.

The BCIA is in the process of formerly working on returning the Equestrian Center back to the County, more specifically the County Parks Department. There are resolutions and other legal matters that need to be taken care of. We wanted to make sure that everything is in place before the RFP is offered for a new concessionaire.

There have been discussions with the County Adjusters regarding indigent cases. The BCIA has finally signed off on the renewals and the CN. The BCIA has put together a new process for handling the day to day dealing with the license renewal, especially when the level of expertise needed is beyond that possessed by our staff. Hopefully, this will result in a quicker turn around for these important matters.

Commissioner D'Arminio asked if the hospital had responded to the letter that we had sent them requesting certain documents. Mr. Garrison said they had responded and their response is currently being reviewed by the Wolff & Samson law firm.

Deputy Executive Director's Report

Bergen Regional Medical Center (BRMC):

Deputy Executive Director Mauro Raguseo advised that after discussion at a recent BRMC Contract Compliance Meeting as well as with conversations with Mr. Mai, the BCIA has not been receiving certain important documents from BRMC. We will be making a formal request in writing to BRMC for the documents/data discussed. In addition, the BCIA has received a request from Father Quill, the Catholic Chaplain at BRMC, asking for monies for a back-up chaplain when he is on vacation or other absences. You may recall that we recently reduced coverage to one Catholic chaplain due to budget restraints. Mr. Raguseo advised that he is in the process of analyzing the situation with our CFO Al Dispoto.

PSE&G has yet to make a determination on its Carbon Abatement Analysis at BRMC. To this end, the boilers are in immediate need of replacement/repair. If PSE&G determination is delayed, the BCIA needs to take action with the boilers. Mr. Raguseo announced that Mr. Formanek from RSC Architects is here tonight to answer any questions on the status of BRMC Building 12A Dining Room Ceiling Concrete Slab. Mr. Formanek advised that he had submitted his report to the BCIA. The report sets forth that the cost of mechanical devices needed to complete the repair are roughly \$232,000. This estimate does not include any environmental investigation or engineering fees associated with the mechanical equipment and the environmental investigation. Chairperson Wilson asked if the room has been safeguarded until the project gets underway. Mr. Formanek answered in the affirmative and stated the efforts that have been made to safeguard the premises.

Administrative Assistant to Executive Director's Report

Following is a synopsis of subcommittee meetings. Note that these are not necessarily the opinions of the BCIA, but the views expressed at the meetings.

Long Term Care Subcommittee Meeting (11/8/11)

- Snow storm caused power outages in hospital. Patient care was not compromised. No major incidents reported.
- There were several new positions made available of Direct Caregivers.
- Spot check survey went well and the Joint Commission report was excellent.

Mental Health Subcommittee Meeting (11/9/11)

- A new full time psychiatrist was hired and will e starting work mid-January.
- During the snow storm, there was very little impact on operational procedures at the hospital. Lots of staff, generators working and plenty of flashlights.
- There is a project underway to reduce noise level, which will help in decreasing patient agitation.
- Soothing music is installed.
- Patients are now wearing non-skid socks.
- Platform beds are now lower.

Meetings this month: 11/16 Quality Acute & Ambulatory Care
 11/17 Executive Committee Meeting
 11/22 Community Oversight Board

Hospital Report

Mrs. Mendelowitz' report included the following:

Announcements:

- A Taste of Bergen – November 14 at Season's, Washington Twp. which benefits the Foundation.

BRMC response to the Nor'Easter of October 29th

- October 29 at 2:20PM – the medical center lost power and was functioning on emergency generator power. At 4PM, the hospital Command Center opened and we were in contact with Bergen County OEM to receive updates. At 5:40PM, we notified the NJDHSS that the hospital was on emergency generator power and there was subsequent communication with the DOH. All staff reported to work as scheduled and there were no major issues while on generator power. Full power was restored on October 31 at 2AM. In total the hospital was on emergency generator power for approximately 36 hours.

Regulatory compliance:

- LTC – Annual Licensing Survey – conducted September 28 & 29, October 3, 4, 5 & 6. A Plan of Correction was submitted in a response to the written report.

Chairperson Wilson asked if only the hospital had no power or was it the entire area. Mrs. Mendelowitz advised that it was the entire area. Commissioner Trawinski wanted to commend the hospital's response and handling of the emergency response to this situation.

Compliance Report

Mr. Mai advised that he has been receiving daily receipts and statistics from the hospital. He also attended the contract compliance meeting. In referencing McEnerney, Brady & Co. draft report, Mr. Mai advised that he misspoke at our last meeting, BRMC collections were in fact \$5,500,000 not the \$15,000,000 stated. However, as of end of October the shortfall is only \$2,500,000.

Chairperson Wilson asked if we had received the hospital's budget by the end of October. Mr. Garrison advised that we have received a partial budget. Mr. Orlando advised that portions of the budget are still being compiled, with an explanation of why those budget items require additional time to collect.

Urban Heath Report

Dr. Breyer gave an overview of a document he handed out to the Board which provides a comparison of the State's surveys from 1998 to the present. The handout is on file at the BCIA. Dr. Breyer advised that the present LTC Survey was in fact good. The deficiencies included in the report are minor. BRMC Management is pleased with the survey.

Adjournment

There being no further business, motion was made by Commissioner Trawinski and seconded by Commissioner Visotcky to close the Work Session at 6:18 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
**ONE Bergen County Plaza,
 Hackensack, New Jersey**
 REGULAR MEETING
MINUTES
December 1, 2011

Present: Commissioners P. Wilson, K. Corcoran, L. D'Arminio, T. Mason
 BCIA Staff: R. Garrison, M. Raguseo, J. Montag, G. Velazquez, B. Losito
 General Counsel: T. Bruinooge, Esq.
 Compliance Auditor: L. Mai
 Urban Health Institute: P. Breyer

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 6:42 p.m. by Chairperson Wilson.	
Proof of Notice of Regular Mtg.	B. Losito read the Notice of Regular Meeting which was properly published and posted.	
Roll Call	Roll Call of Commissioners: Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Mason – Present Vice Chairperson Visotcky – Absent Chairperson Wilson – Present	Roll Call taken.
Open to Public Comment	Motion was made by Commissioner Corcoran to open the meeting for public comment with regard to items on today's agenda. Motion was seconded by Commissioner Mason and carried unanimously.	Motion carried.
Close to Public Comment	As there were no comments from the public wishing to be heard, Motion was made by Commissioner Corcoran and seconded by Commissioner Mason to close the meeting for public comment. Motion passed unanimously.	Motion carried.

Adoption of Minutes

Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to adopt the Minutes of the following meetings:

Minutes approved.

November 10, 2011 – Regular Session
November 10, 2011 - Work Session

A Roll Call vote resulted as follows:

Commissioner Corcoran – Aye
Commissioner D'Arminio – Aye
Commissioner Mason - Abstain
Chairperson Wilson - Aye

Chairperson Wilson stated for the record that all Commissioners serve on the BCIA Board without compensation including any type of credit or “years” toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law, Improvement Authority Commissioners are uncompensated volunteers.

Resolutions #11-111 through #11-116

Chairperson Wilson asked if there were any questions concerning today's bill list.

Commissioner D'Arminio asked for an explanation of the transfer of funds for excess revenue for year 2010 on today's bill list. Mr. Garrison explained that by terms of the BRMC Lease and Operating Agreement, which provides that funds for the prior year that are left over after the BCIA budgetary concerns be transferred over to the County. For year 2010, the amount of the transfer is just shy of \$1.4 million.

Chairperson Wilson asked Executive Director Garrison to give a brief overview of the remaining resolutions on today's agenda.

Executive Director explained that Resolution 11-112 authorizing the execution of a letter agreement for prisoner care costs for year 2011. At the request of Chairperson Wilson, the BCIA will put together a historical report of prisoner care costs. In addition, we plan on meeting with the involved parties so that , we can introduce at our January or February meeting prisoner care costs for 2012.

General Counsel Bruinooge explained Resolution 11-116 – BRMC Emergency Purchase of Boiler which sets forth the details of the emergency and the actions to be taken to avoid the potential of harm to patients and/or employees. He asked that the

minutes reflect, as mentioned by Deputy Executive Director Raguseo and notwithstanding the resolution, that it should be the intention of the Authority to seek funding for the boiler replacement through the PSE&G carbon abatement program. Counsel Bruinooge advised that both Mr. Garrison and Mr. Raguseo would be signing a certification in support of the declaration of emergency and this resolution.

A motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to approve the following Resolutions:

Resolutions approved.

- #11-111 Payment of Bills
- #11-112 Authorization Execution of Letter Agmt. For Prisoner Care Costs
- #11-113 Authorize Issuance of RFQs
- #11-114 Disbursement of Proceeds – Kean Univ/ OCC – Requisition #5– 11/11/11
- #11-115 UHI – Auth. Pymt of Invoice
- #11-116 BRMC – Emerg. Purchase of Boiler

A Roll Call vote resulted as follows:

Commissioner Corcoran – yes
Commissioner D'Arminio – yes
Commissioner Mason – abstain
Chairperson Wilson - yes

Next Meeting

Our next meeting will take place on Thursday, January 5, 2012 at 5:30 p.m., in Room 460 (Learning Center), 4th Floor, at ONE Bergen County Plaza, Hackensack, New Jersey.

Adjournment

There being no further business, Motion was made by Commissioner Corcoran and seconded by Commissioner Mason to adjourn the meeting at 6:54 p.m. Motion carried unanimously.

Motion carried.

Respectfully submitted,

Bernadette Losito
Assistant Secretary

Bergen County Improvement Authority
**ONE Bergen County Plaza,
Hackensack, New Jersey**
Work Session
CERTIFIED MINUTES
December 1, 2011

Present: Commissioners: P. Wilson, K. Corcoran, L. D'Arminio, T. Mason
BCIA Staff: R. Garrison, M. Raguseo, J. Montag, B. Losito
General Counsel: T. Bruinooge, Esq.
Compliance Officer: L. Mai
Urban Health Institute: P. Breyer

Meeting Called to Order

The meeting was called to order at 5:40 p.m. by Chairperson Philip Wilson.

Proof of Public Meeting Notice Publication

B. Losito read the Proof of Public Meeting Notice.

Chairperson Wilson welcomed the public to this meeting and asked to take this opportunity to publicly welcome Commissioner Mason to the BCIA Board. He asked General Counsel Bruinooge to administer the oath of office to Mr. Mason. General Counsel formally administered and Mr. Mason recited the official oath of office.

Open Meeting for Public Comment for Matters Not on Today's Agenda

Motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to open the meeting for public comment. Motion carried unanimously.

Chairperson Wilson asked if there were any questions by the public concerning matters not on today's agenda.

Richard Salkin, a former BCIA Commissioner, asked to address the Board. He mentioned that he had filed a complaint against former Commissioner Trawinski alleging that Mr. Trawinski was in conflict to simultaneously serve as a BCIA Commissioner and be the County of Bergen Administrator. As former Commissioner Trawinski has resigned, Mr. Salkin had withdrawn his complaint. However, as a taxpayer, he is requesting that all resolutions/actions approved by former Commissioner Trawinski be ratified by the present Commissioners. Mr. Salkin's opinion was that any action taken by Mr. Trawinski in his capacity as Commissioner is subject to be deemed voidable by a court.

Close to Public

As there were no other members of the public wishing to be heard, Motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to close the meeting for public comment. Motion carried unanimously.

Chairperson's Report

All Commissioners serve on the BCIA without compensation. That includes Commissioners Corcoran, D'Arminio, Mason, Visotcky and me. That is no compensation whatsoever including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law Improvement Authority Commissioners are uncompensated volunteers.

Chairperson Wilson advised that he had some very good meetings with General Counsel Bruinooge in an effort to put together some policies. In addition, he has met with Vice Chairperson Visotcky and our Special Counsel to discuss some hospital issues.

Chairperson Wilson asked Ms. Montag for the status of the BCIA holiday/recognition party. Ms. Montag advised that the party will tentatively be held on January 5, 2012 and will take place here on County premises. We intend to award plaques in recognition to former Commissioners and/or BRMC Subcommittee chair people for their service. Details to follow.

General Counsel's Comments

General Counsel Bruinooge informed the Board that on tonight's agenda there is a resolution authorizing emergency action for the replacement of the boiler at BRMC. Both Executive Director Garrison and Deputy Executive Director Raguseo have signed a certification of the emergent need for this action. The situation truly threatens the health, safety and welfare of the patients and people at the hospital. The taxpayers of Bergen County, the BCIA and the BRMC owe a great deal of thanks to Michael Formanek of RSC Architects for his efficient and quick handling of this matter. Mr. Formanek called us last evening to inform us that he has located a boiler that fits the needs of the hospital. The boiler can be delivered in a matter of weeks and ready for installation. Also, Counsel Bruinooge advised that he has been in contact with the DCA Commissioner Lori Grifa, and that DCA and local government services had been provided with a copy of the aforementioned emergency resolution. He expects to speak to the Local Government Services people tomorrow to work out any issues concerning this large emergency expenditure.

Deputy Executive Director Raguseo advised that action on the boiler needs to be taken now so that BRMC patients are not put at any risk.

Counsel Bruinooge advised that there are two matters to be discussed with the highest level of PSE&G management—(1) the possibility of installing an independent/second grid feed into the hospital in an effort to avoid brown/black outs at the hospital during an emergency situation; and (2) the potential for BCIA/BRMC to participate in the "carbon abatement program", since there is an open question on whether or not Boiler #1 can be included in the program.

Counsel Bruinooge reported that he had received correspondence from Special Counsel Joe Rizzi advising that the BRMC/Borough of Paramus property tax lawsuit is still without a decision from the tax court judge. Commissioner D'Arminio asked what our exposure would be in this matter. Counsel Bruinooge gave a status update of what had been done to date in this matter, but advised that he would ask Special Counsel Rizzi for the BCIA's specific exposure.

As Chairperson mentioned, we are working on putting together some policies. There is a policy involving emergency procurement which has been circulated to BCIA principals for comment. Policies are also being formulated for bond refinancing, telephone meeting calls, and recording of minutes.

Counsel Bruinooge also advised that there is a resolution tonight authorizing the execution of prisoner care reimbursement fees for BRMC from the Bergen County Sheriff's Department for 2011. He mentioned that he would like to look into the history of the prisoner reimbursement care. The BCIA should enter into an agreement for 2012 in a timely manner.

Counsel Bruinooge advised that the Tucci litigation handled by John Shahdanian is winding down. However, the Pascucci lawsuit involving JG Drywall is continuing. The McHale matter is continuing, with a recent deposition being suspended after approximately an hour. A conference call with the Federal Magistrate Judge is scheduled for next week.

BCIA Executive Staff

Executive Director's Report

Executive Director Garrison advised that the Board, Counsel and Executive Staff are working on compiling a couple of BCIA policies. We are taking into consideration all State, County or other laws which need to be addressed since some of these policies may affect our By-Laws.

Mr. Garrison mentioned that RFQs will be going out in an effort to prepare for our reorganization meeting for early next year. He asked the Chairperson for commissioner volunteers to review the responses received so that submissions can be qualified at our January 5th meeting and contracts be awarded at our February reorganization meeting. Commissioners Corcoran and Mason will review the RFQ submissions. In addition, Mr. Garrison asked for a Commissioner volunteer to assist Commissioner D'Arminio to review the responses for the Consulting Energy Engineering submissions.

After Wolff & Samson law firm reviewed the hospital's initial response, we sent out a follow up letter to the hospital requesting documents with a return date of December 19, 2011. We will report back after that time.

Mr. Garrison introduced John Glidden to give an overview of the bond refinancing. Mr. Glidden presented the two separate bond refinancing scenarios. The first involves Englewood School Board, Wyckoff School Board, Bergen County CAP and Fair Lawn Community Issue. The BC Cap and Fair Lawn Community have fallen below the 3% PV savings range. We are still having difficulty meeting with the school boards whose PV saving range is favorable. We do anticipate filing with the local finance board application in January. The second involves the ERI 2003 Taxable Bond Issue. There were 14 borrowers. The savings are still quite favorable for this refinancing for most of the participants. We will need governmental entity resolutions for each of the participants and we are in the process of securing these resolutions at this time.

Mr. Garrison advised that he and Mr. Glidden met with Fair Lawn this week and they were appreciative to discuss features of the existing loan, such as its callable feature. This meeting established some good will between us for future endeavors.

Commissioner D'Arminio asked Mr. Garrison if County Administrator Trawinski will still be involved in the BCIA Energy endeavor. Mr. Garrison said Mr. Trawinski is interested in the issue and would still be involved. However, we will still need a Commissioner to be involved in the BCIA energy related activity. Commissioner Corcoran volunteered to serve on the subcommittee involving energy.

Deputy Executive Director's Report

Bergen Regional Medical Center (BRMC):

Deputy Executive Director Mauro Raguseo reiterated the comments of General Counsel Bruinooge and Executive Director Garrison concerning the emergency boiler replacement at BRMC.

In addition, Mr. Raguseo called to the Board's attention to the pastoral care situation at BRMC. There are several chaplains at BRMC—Catholic, Protestant, Jewish and Muslim chaplains serving the facility. Two years ago because of budgetary restraints, the BCIA reduced the Catholic priest coverage from two priests to one priest. Father Quill who has been assigned by the Archdiocese of Newark to BRMC has advised us that he needs assistance for the 2 days a week he is unavailable, for one additional mass on Sunday, as well as for his three (3) week vacation each year. The cost for this part time assistance will be at the rate of \$24.00 per hour. Mr. Raguseo advised that we have temporarily approved this addition anticipating Board approval and the adopting of a resolution if necessary.

Administrative Assistant to Executive Director's Report

Following is a synopsis of subcommittee meetings. Note that these are not necessarily the opinions of the BCIA, but the views expressed at the meetings.

Quality – Acute & Ambulatory Subcommittee:

Outpatient Services: Full capacity
Pain Management: Going well with the new anesthesia group
Clinic Volume: Remains high
Outpatient Volume in Clinic: Continues to increase
Operating Room: Continues to increase

Executive Subcommittee:

Power Outages: Ms. Mendelowitz is arranging a meeting with PSE&G concerning the severe problems that exist during these power failures and the effect on patients and staff. A remedy is needed.

State Survey: Went very well. There were no citable deficiencies.

Patient Survey: discussed implementing a simple three-question patient survey in response to a continuing increase in outpatient visits.

Psychiatrist: Full time child psychiatrist (Dr. Walter) has been hired in outpatient. He is going through credentialing process.

Ms. Montag attended a Mental Health Board Meeting and cited the good work they do in association with Human Services. The next meeting will be in January.

BCIA party is expected for January 5, 2011. More details to follow.

Meetings this month: 12/7 Contract Compliance
 12/15 Executive Committee Meeting
 12/20 Community Oversight Board

Hospital Report

Mrs. Mendelowitz' report included the following:

Announcements:

- NICHE – Nurses Improving Care for Health system Elderly – a program sponsored by NYU College of Nursing and the Hartford Institute for Geriatric Nursing that focuses on best practices in delivering hospital care to geriatric patients. BRMC has completed the requirements to be NICHE certified. There are 25 New Jersey hospitals that are certified.

Regulatory compliance:

- LTC – Annual Licensing Survey – conducted September 28 & 29, October 3, 4, 5 & 6. We received a letter from the NJDOH that the Plan of Correction was accepted as written.
- LTC – November 14 – the Ombudsman visited on a complaint, there were no findings.

Utility concerns:

- November 12 – 12:20 PM - the medical center lost power and functioned on emergency generator power for 1 1/2 hours. The Veterans Day holiday schedule resulted in a delay in getting a response from PSEG regarding the source of the problem.
- November 16 – 2 PM – the medical center lost power, went on to emergency generator power and when power was restored it was at 65% capacity which resulted in a “brown out” situation which caused problems with technical equipment, especially the CT scan, which resulted in down time and emergency repair.
- Given the frequent power losses; we are scheduling a meeting with PSEG representatives to come to resolution before the severe winter weather arrives.

Compliance Report

Mr. Mai advised that as has been his practice of reporting on the BRMC cash receipts differences in collections for 2011 as compared to collection in 2010—as of close of business year to date cash receipts for 2011 are \$170,872,000 compared to the 2010 total of \$174,697,000. This represents a negative difference of \$3,800,000 with one month to go in 2011. Commissioner D'Arminio asked if this difference can be made up in the remaining one month. Mr. Mai recited historical December collections in an effort to speculate on December 2011 cash receipts. BRMC Chairperson Joseph Orlando mentioned that how the State handles charity care receivables will also contribute to cash receipt totals for 2011.

Urban Heath Report

Dr. Breyer followed up on Mrs. Mendelowitz' report on the DHSS Survey with his comparison chart (handout). This chart compared BRMC LTC facilities to all facilities in Bergen County. Dr. Breyer also gave an update on utilization, which is down a little bit. However, ambulatory care has significant increases of almost three times over last year. He also advised that all spot checks were in compliance. Commissioner D'Arminio asked what impact has the increase in ambulatory care had on the facility. Dr. Breyer advised that more people are coming through the facility and they are being cared for. Staffing has increased slightly to handle this increase.

Adjournment

There being no further business, motion was made by Commissioner D'Arminio and seconded by Commissioner Corcoran to close the Work Session at 6:41 p.m. Motion was carried unanimously.

Bergen County Improvement Authority
ONE Bergen County Plaza,
Hackensack, New Jersey
SPECIAL MEETING

CERTIFIED MINUTES
December 27, 2011

Present: Commissioners P. Wilson, L. Visotcky, K. Corcoran, L. D'Arminio, T. Mason
BCIA Staff: R. Garrison, J. Montag, G. Velazquez
General Counsel: T. Bruinooge, Esq.

TOPIC	DISCUSSION	ACTION/DECISION
Call to Order	The meeting was called to order at 9:38 a.m. by Chairperson Wilson.	
Proof of Notice of Special Mtg.	G. Velazquez read the Notice of Special Meeting.	
Roll Call	<p>Roll Call of Commissioners:</p> <p>Commissioner Corcoran – Present Commissioner D'Arminio – Present Commissioner Mason – Present Vice Chairperson Visotcky – Present Chairperson Wilson – Present</p> <p>Members of the Public in attendance: - Lou Mai, Compliance Auditor, BRMC -John Ensslin, The Record</p> <p>All Commissioners serve on the BCIA without compensation. That includes Commissioners Corcoran, D'Arminio, Mason, Visotcky and me. That is no compensation whatsoever including any type of credit or "years" toward pensions or other benefits. Our volunteer status is unchanged since the inception of the BCIA in 1986. By law Improvement Authority Commissioners are uncompensated volunteers.</p>	Roll call taken.
Open to Public Comment	Motion was made by Vice Chairperson Visotcky to open the meeting for public comment with regard to today's agenda. Motion was seconded by Commissioner D'Arminio and carried unanimously.	Motion carried.

Close to Public Comment

As there were no members of the public wishing to be heard, Motion was made by Commissioner Mason and seconded by Vice Chairperson Visotcky to close the meeting for public comment. Motion passed unanimously.

Resolution #11-117

Chairperson Wilson asked Executive Director Garrison to give an overview of the Resolutions on today's agenda. Mr. Garrison advised that Resolution #11-117 authorizes the BCIA to contract for an audit for year ending December 31, 2011.

Resolution approved.

Commissioner D'Arminio asked if the auditing firm had been vetted by the BCIA. Mr. Garrison advised that the firm of Garbarini & Co., P.C. had been qualified by the BCIA earlier in the year and had been approved by the BCIA Board subcommittee consisting of Vice Chairperson Visotcky and former Commissioner Trawinski.

A motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to approve the following Resolution:

#11-117 Award Contract – Auditor

.

A Roll Call vote resulted as follows:

Commissioner Corcoran – yes
Commissioner D'Arminio – yes
Commissioner Mason – yes
Vice Chairperson Visotcky – yes
Chairperson Wilson – yes

Resolutions #11-118 through
#11-122

The Chairperson asked Mr. Garrison for his comments, if any, on the budget related resolutions on today's agenda. Mr. Garrison explained the introduction of the BCIA Budget was delayed due to the recent completion of our 2010 Audit. Further, he also explained that Mr. Mai in conjunction with CFO Alfred Dispoto had prepared the budget entries with real numbers as the fiscal year is nearing its end.

Commissioner D'Arminio asked Mr. Garrison if we are on track so that next year we file the budget in a more timely manner. Mr. Garrison assured that we should be in a position to introduce the 2012 budget by the next meeting or the one thereafter.

There was other discussion concerning the actual numbers presented on the introduced budgets and how in fact those numbers are generated and accounted.

Mr. Garrison also explained that excess funds for each of the BCIA budgets are transferred over to the County of Bergen for its use a year or so after the end of the prior year, for example, the BCIA recently transferred monies to the County which was accounted for in year ending 2010.

Resolutions approved.

Mr. Mai also gave an overview of each of the budgets.

Mr. Garrison explained that BCIA's Overpeck involvement is winding down. However, we may be dealing with the accounting of the project for the next year or two.

Mr. Garrison gave a brief overview of the BEC budget. He explained that we are in the process of turning over the reins to the Parks Department, who recently put out a RFP for the management of the facility.

Chairperson Wilson asked Mr. Garrison to explain the Resolution #11-122 Authorizing the Filing of the BCIA Budget. Mr. Garrison advised that this resolution authorizes of the BCIA to file its budget with the DCA.

A motion was made by Commissioner Corcoran and seconded by Commissioner D'Arminio to approve the following Resolutions:

#11-118 Introduction Budget – General 2011

#11-119 Introduction Budget – BRMC 2011

#11-120 Introduction Budget – Overpeck Landfill
2011

#11-121 Introduction Budget – Bergen Equestrian
Center 2011

#11-122 Authorize Filing of BCIA Budget – 2011

A Roll Call vote resulted as follows:

Commissioner Corcoran– yes
Commissioner D'Arminio – yes
Commissioner Mason – abstain
Vice Chairperson Visotcky – yes
Chairperson Wilson – yes

Adjournment

There being no further business, Motion was made by Vice Chairperson Visotcky to adjourn the special meeting Commissioner Corcoran seconded this Motion at 10:25 a.m. Motion carried unanimously.

Motion carried.