Catastrophic Illness in Children Relief Fund Commission

**Open Minutes**

**February 5, 2020**

**140 E. Front Street**

**2nd Floor**

**Trenton, NJ 08625**

The meeting was called to order by J. Prontnicki at 9:32 AM. J. Prontnicki announced that in compliance with the New Jersey Open Public Meetings Act, the specifics as to time and place of this meeting were sent to the Office of the Secretary of State and the Department of Personnel for filing and posted on the official bulletin boards provided by those offices for notice of public meetings. Also, notices were prepared for two newspapers to inform the public of this meeting. J. Prontnicki conducted a roll call of members as follows:

**Present:**

Janice Prontnicki, Chairperson

Ellen DeRosa, Vice-Chairperson

Linda Barron (Alternate for Dawn Mergen)

Phyllis Shanley Hansell

Carl Underland

Anthony Valenzuela

Howard Weinberg (left at 11:55am)

**Excused:**

Ralph J. Condo

Steve Shultz

**Guest:**

Jeanette Barnard, DAG

**Staff:**

Christian Heiss, Executive Director

Janet Valentin-Forte, Secretary to the Commission

Amy Taklif, Analyst

**Flag Salute**: Led by J. Prontnicki

**Agenda Approval:**

E. DeRosa made a motion to approve the proposed meeting agenda for today’s meeting. P. Shanley Hansell seconded the motion. All remaining Commission members voted in favor.

**Approval of Closed Minutes of December 4, 2019 Meeting:**

E. DeRosa made a motion to approve the closed minutes of December 4, 2019, which was seconded by P. Shanley Hansell. All Commission members voted in favor of approving the closed minutes.

**Approval of Open Minutes of December 4, 2019 Meeting:**

E. DeRosa made a motion to approve the open minutes of December 4, 2019, which was seconded by P. Shanley Hansell. All Commission members voted in favor of approving the open minutes.

**Closed Session:**

P. Shanley Hansell made a motion to go into closed session to review and discuss applications, which was seconded by E. DeRosa. All Commission members voted in favor.

**Review of Applications:**

**Appeals:**

ID#207032018 – E. DeRosa made a motion to overturn the ineligible determination of this application. P. Shanley Hansell seconded the motion. All Commission members voted in favor.

ID#220492019 – E. DeRosa made a motion to uphold the ineligible determination of this application. P. Shanley Hansell seconded the motion. All Commission members voted in favor.

ID#220592019 – E. DeRosa made a motion to uphold the ineligible determination of this application. H. Weinberg seconded the motion. All Commission members voted in favor.

**Eligibles:**

E. DeRosa made a motion to approve eligible applications, with the exception of ID#209522018, ID#217072019, ID#219922019, ID#220092019, ID#220102019, ID#220112019, ID#220122019, ID#220132019, ID#220142019, ID#220182019, ID#220552019, ID#220562019, ID#220572019, ID#220582019, and ID#220922019 to be voted on separately. The motion was seconded by P. Shanley Hansell. All Commission members voted in favor.

P. Shanley Hansell made a motion to conditionally approve ID#209522018, pending verification of expenses, which was seconded by E. DeRosa. All remaining Commission members voted in favor.

H. Weinberg made a motion to conditionally approve ID#217072019, pending verification of expenses, which was seconded by A. Valenzuela. All Commission members voted in favor.

C. Underland made a motion to conditionally approve ID#219922019, pending verification of expenses, which was seconded by L. Barron. All Commission members voted in favor.

E. DeRosa made a motion to defer voting on ID#220092019, ID#220102019, ID#220112019, ID#220122019, ID#220132019, ID#220142019, ID#220182019, ID#220552019, ID#220562019, ID#220572019, ID#220582019, and ID#220922019 pending additional information, which was seconded by P. Shanley Hansell. All Commission members voted in favor.

**Reconsiderations:**

P. Shanley Hansell made a motion to approve all reconsideration recommendations, as presented, which was seconded by E. DeRosa. All Commission members voted in favor.

**Ineligibles:**

P. Shanley Hansell made a motion to approve all ineligible recommendations, as presented, which was seconded by E. DeRosa. All Commission members voted in favor.

**FY19 Annual Report:**

E. DeRosa made a motion to approve FY19 Annual Report, as presented, which was seconded by which was seconded by P. Shanley Hansell. All Commission members voted in favor.

**Closed Session:**

H. Weinberg made a motion to go into closed session, to discuss applications, which was seconded by A. Valenzuela. All Commission members voted in favor.

**Certified Letter:**

H. Weinberg made a motion to direct the State Office to send a certified letter to a family with previous applications that the State Office was unsuccessful contacting regarding a recent application. The letter should invite application for future eligible medical expenses from the family. The motion was seconded by P. Shanley Hansell. All Commission members voted in favor.

**Closed Session:**

E. DeRosa made a motion to go into closed session, to discuss the Lien Negotiations, which was seconded by P. Shanley Hansell. All Commission members voted in favor.

**Closed Session:**

P. Shanley Hansell made a motion to go into closed executive session to discuss performance evaluation of the Executive Director, which was seconded by C. Underland. All Commission members voted in favor.

**Adjournment:**

Motion to adjourn meeting made by E. DeRosa and seconded by C. Underland. All Commission members voted in favor. Meeting was adjourned at 1:36pm.