

**Catastrophic Illness in Children Relief Fund Commission**  
**Open Minutes**  
**August 14, 2019**  
**140 E. Front Street**  
**2<sup>nd</sup> Floor**  
**Trenton, NJ 08625**

The meeting was called to order by J. Prontnicki at 9:35 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  
Dawn Mergen  
Phyllis Shanley Hansell  
Steve Shultz  
Anthony Valenzuela  
Howard Weinberg

**Excused:**

Ralph J. Condo  
Carl Underland

**Guest:**

Ragner Jaeger, 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 Commission members voted in favor.

**Approval of Open Minutes of Special Meeting on July 9, 2019:**

P. Shanley Hansell made a motion to approve the open minutes of July 9, 2019, which was seconded by E. DeRosa. All Commission members voted in favor of approving the open minutes.

**Approval of Closed Minutes of Special Meeting on July 9, 2019:**

P. Shanley Hansell made a motion to approve the closed minutes of July 9, 2019, which was seconded by E. DeRosa. All Commission members voted in favor of approving the closed minutes.

**Executive Director's Treasury Report:**

Executive Director C. Heiss reported an estimated unobligated fund balance of \$6,646,661, which he reported as sufficient for the applications under review at the meeting.

**Closed Session:**

H. Weinberg 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:**

**2<sup>nd</sup> Level Appeal for Reconsideration:**

E. DeRosa made a motion to approve #193362016, as presented for reconsideration. H. Weinberg seconded the motion. All Commission members voted in favor.

**Appeals:**

ID#204772017 – A. Valenzuela made a motion to uphold the ineligible determination of this application. R. Condo seconded the motion. All Commission members voted in favor.

ID#208642018 – E. DeRosa made a motion to uphold the ineligible determination of this application. D. Mergen seconded the motion. All Commission members voted in favor.

ID#208902018 – E. DeRosa made a motion to uphold the ineligible determination of this application. H. Weinberg seconded the motion. All Commission members voted in favor.

ID#209842018 – E. DeRosa made a motion to uphold the ineligible determination of this application. D. Mergen seconded the motion. All Commission members voted in favor.

ID#213402018 – 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:**

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

**Ineligibles:**

P. Shanley Hansell made a motion to accept ineligible determinations as presented, which was seconded by H. Weinberg. All Commission members voted in favor.

**Reconsiderations:**

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

**Recommendation to Limit Application Retroactivity to 7 years:**

H. Weinberg made a motion to accept the recommendation of the Service and Eligibility Committee that retroactivity of the Fund be limited to expenses incurred within 7 years prior to the date of an application. A draft proposal to amend N.J.A.C. 10:155-1.13 will begin after the current proposed regulatory changes are finalized. E. DeRosa seconded the motion. S. Shultz abstained from voting. All remaining Commission members voted in favor.

**Out of Network Provider Policy:**

E. DeRosa made a motion to approve the Service Eligibility & Medical Advisory Committee's proposed policy clarification regarding the Fund's reimbursement of ambulatory out of network expenses incurred outside of an applicant's health insurance network. P. Shanley Hansell seconded the motion. All Commission members voted in favor.

**Annual Reports:**

E. DeRosa made a motion to approve all the presented Annual Reports, with corrections, and granting permission to have them posted on the Fund's website. P. Shanley Hansell seconded the motion. All Commission members voted in favor.

**Bylaws Recommendations:**

E. DeRosa made a motion to accept recommended changes to the Bylaws. P. Shanley Hansell seconded the motion. All Commission members voted in favor.

**Mileage Reimbursement Guidelines:**

E. DeRosa made a motion to change the rate for transportation expenses to be consistent with the State reimbursement rate which was revised as of July 1, 2019. D. Mergen seconded the motion. All Commission members voted in favor.

**Closed Session:**

E. DeRosa made a motion to go into closed session, to discuss personnel issues, which was seconded by S. Shultz. All Commission members voted in favor.

**Adjournment:**

Motion to adjourn meeting made by E. DeRosa and seconded by P. Shanley Hansell. All Commission members voted in favor. Meeting was adjourned at 12:58pm.