

Elmwood Park Board of Health

Minutes of Re-organization Meeting of January 13, 2014

The re-organization meeting of the Elmwood Park Board of Health was held at the Municipal Building on January 13, 2014. The meeting was called to order at 8:30 pm by President Jack Coyne. Mr. Coyne stated that the requirements of the "Open Public Meeting Act" had been met and that a quorum was present.

Present: President Jack Coyne, Health Officer Deborah Ricci, Council Liaison Joe Dombrowski, Rhea Boyle, Julie McCauley, Susan Marsella, Arlene Levine

Absent: Shirley DeVito and Abbe Morrello (new board member)

Election of Officers for 2014:

President – The floor was opened for nominations for the office of Board President. Ms. McCauley nominated Mr. Coyne for President. There were no further nominations and the nominations were then closed. The secretary cast one vote for Mr. Coyne, electing Mr. Coyne as Board President.

Vice-President – The floor was opened for nominations for the office of Board Vice-President. Ms. Levine nominated Ms. McCauley for Vice-President. There were no further nominations and the nominations were then closed. The secretary cast one vote for Ms. McCauley, electing Ms. McCauley as Board Vice-President.

Secretary – The floor was opened for nominations for the office of Secretary. Ms. McCauley nominated Ms. Marsella for Secretary. There were no further nominations and the nominations were then closed. The secretary cast one vote for Ms. Marsella, electing Ms. Marsella as Board Secretary.

Mr. Coyne then proceeded to thank the past officers and all board members for their service to the board over the past year. He stated that, as president, he would compile the new Committee assignments and would distribute them before the next regular meeting in February.

Contracts for 2014:

HARP – The HARP contract expired on 12/31/13. This new contract for Public Health Nurse services contains decreased hours (one-third less) and decreased cost. An Emergency Preparedness section was added. Mr. Coyne noted that Saddle Brook should be deleted from the contract. The contract was tabled for further review by the board and borough attorney. Ms. Ricci will scan and send the contract via email to the board members.

Contract for Professional Services for Medical Director:

This is a contract to continue to use the services of Dr. Schwartz. The contract lists the same annual stipend of \$1,700.00 with no increase. The contract does not list hours as the doctor performs duties on an as needed basis. Ms. Ricci stated that Dr. Schwartz has always been a very reliable, kind, and professional doctor. The motion to accept the contract for Dr. Schwartz's professional services as Medical Director was made by Ms. McCauley and seconded by Ms. Levine. The contract was accepted on the following roll call: R. Boyle, S. Marsella, A. Levine, J. McCauley, J. Coyne. All aye.

Board of Health 2014 Meeting Schedule:

Board of Health meetings are generally held the second Monday of each month except for July and August and any month in which a holiday falls on that Monday. The schedule is as follows:

January 13, 2014	July (no meeting)
February 10	August (no meeting)
March 10	September 8
April 14	October 6 (1 st Monday)
May 12	November 10
June 9	December 8

Ms. Marsella made the motion to accept the meeting schedule as stated and was seconded by Ms. McCauley. All aye. Schedule passed as stated. Ms. Ricci reported that the schedule will be published in the newspaper and online.

Resolution 2014-01:

This is a resolution for per diem Public Health Nurse services including blood lead, flu clinics, etc. The contract specifically is to hire Ms. Shirley Tantillo as a part-time, hourly employee. Ms. Tantillo has a license and malpractice insurance. It is stipulated that she would work no more than 10 hours per month at \$26.00 per hour.

The question arose concerning why it is stated in the resolution as hiring a part-time employee instead of contracting for her services and paying through an invoice as had been done in the past. The board decided to table this resolution until the Borough Clerk could be consulted concerning the question of hiring versus contracting.

By-Laws:

Mr. Coyne stated that the By-Laws will be discussed at the next meeting after committees have been assigned and new board members will be present.

Mr. Coyne asked for further re-organization business. No further business was presented. Mr. Coyne closed the Re-organization meeting at 9:05 pm to discuss personnel issues.

Respectfully submitted,

A handwritten signature in cursive script that reads "Susan F. Marsella". The signature is written in dark ink and is positioned above the printed name.

Susan F. Marsella

Recording Secretary