

Elmwood Park Board of Health
Minutes of November 4, 2013 Meeting

The regular meeting of the Board of Health of Elmwood Park was held at the Municipal Building on November 4, 2013. The meeting was called to order at 7:03 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 Glen Pettigano, JoAnn Berkenbush, Rhea Boyle, Arlene Levine, and Susan Marsella

Absent: Shirley DeVito and Julie McCauley

Minutes: The minutes of the last regular meeting, held on October 7, 2013, were read. There were no corrections or discussion. Ms. Berkenbush made the motion to accept the minutes and was seconded by Ms. Levine. All aye. The October minutes were accepted.

Reports:

Health Officer's Report: The Health Officer's Report for October was read. Ms. Berkenbush made the motion to accept the report and was seconded by Ms. Marsella. All aye. The October report was accepted. Ms. Ricci informed the board that she finally received the report from the City of Paterson concerning lead issues. This report closed out the state audit as it was the only piece of missing information. Ms. Mandeville, the REHS, will be doing the Elmwood Park lead testing using the Paterson scanner after training; she has lead certification from the NJ State Health Department.

Office Report: The Office Report for October was read. Ms. Marsella made the motion to accept the report and was seconded by Ms. Berkenbush. All aye. The October report was accepted. There was no discussion.

Public Health Nurse's Report: Not applicable; quarterly report.

REHS Report: The REHS Report for October was read. Ms. Berkenbush made the motion to accept the report and was seconded by Ms. Levine. All aye. The October report was accepted. A brief discussion of a few items on the inspection list was held, concerning a new fish store proposal, a new Dunkin' Donuts, hood and feud issues at Vicario's, and a report on tap water.

Animal Control Report: A report submitted by Bergen County concerning animal control activities by the county was read. Ms. Marsella made the motion to accept the report and was seconded by Ms. Levine. All aye. The report was accepted. Ms. Ricci informed the board that evidence of a feline "TNR" (Trap, Release, Neuter) program is occurring on Echo Place. This is not a condoned program in the borough but the county is using money for this program. The board agreed that the borough should not be part of this program.

Old Business:

Shared Services with Garfield: Ms. Ricci reported that although she has been unusually busy in the office, the HARP nurse has been communicating with Garfield personnel to try to determine how to fairly disperse the nurse services between Elmwood Park and Garfield if a contract is entered into. Children from Elmwood Park would be sent to Garfield for Child Health Clinics since they have a new, state-of-the art clinic. Blood Pressure clinics would still be done in Elmwood Park. The Garfield nurse and our inspector are full-time employees. The contract would allow Elmwood Park to save some money from the HARP contract by relieving some of the duties of the HARP nurse. Ms. Ricci was asked to find out about any physician that provides services in Garfield.

All Purpose Room: There has still not been any work done in the All-Purpose Room. If a contract is entered into with Garfield, the Child Health Clinics would be held at Garfield because the current state of this room poses a safety threat.

Ms. Ricci reported that there was a fire in the hallway outside of the Health Department last week caused by a ceiling light. The DPW fixed the problem.

Wellness Campaign: This campaign is moving forward. Elmwood Park is trying to partner with local gyms in March to campaign for and promote weight loss and fitness. The county will also take part.

Emergency Management Plan: There has been one meeting so far with a county representative looking for a lead agency. A report is due in January and all the Health Officers are working on it.

New Business:

State Time Study on Health Department Environmental Activity: Ms. Ricci distributed a report by the state which is a time study on health department activities. The report was reviewed by the board. Hours per activity are listed as range, median, and mode. Ms. Ricci reported that our department activities lands within the medians reported.

County: Ms. Ricci reported that the county agency is being aggressive with trying to get more business. They are being aggressive with Health Officers because many towns are no longer using county services. The county has been advertising very low prices for their services in an effort to drum up business. Ms. Ricci informed the board that Ms. Mandeville will start on the payroll with Lodi on January 1, 2014.

Board Service: Ms. Berkenbush reported that she will not be returning to the board in January. Her term ends December 31.

Committee Reports:

Ordinance: The Nuisance Code was discussed. Ms. Ricci informed the board that the tenant is responsible for paying for extermination if no other tenant has a complaint about vermin. The ordinances will be reviewed by Ms. Mandeville for the purpose of updating Health Codes.

Finance: The Finance Committee met and discussed the budget further. It was decided that the budget needs to be broken down into categories to determine how much is being made and spent on each program. The CFO's office will be contacted to determine what can be captured by using the code numbers. A meeting with a representative from the CFO's office is set for November 14 to discuss. Ms. Marsella will email the notes from the last Finance Committee meeting to the board. Mr. Coyne explained that our department no longer desires to be given a budget each year but wants to be proactive in determining our own budgetary needs.

Personnel: Progress reported. Mr. Coyne asked Ms. Ricci if she was happy with the work being performed by Ms. Mandeville and Ms. Ricci replied that she was very happy with her work.

By-Laws: Progress reported.

Public Relations: Ms. Ricci has been posting clinic information and Health Department news on the borough website and on Facebook. The minutes of the regular meetings are being posted on the borough website as well.

Child Health Conference: Progress reported. This committee will travel to the Garfield site to investigate the facility and will meet to discuss the proposed contract.

Bills:

No bills were presented for payment.

Adjournment:

Ms. Marsella made the motion to adjourn and was seconded by Ms. Berkenbush. All aye. The meeting was adjourned at 8:35 pm. Mr. Coyne thanked Ms. Berkenbush for her many years of dedicated service to the board and was asked to return at a later date to be recognized for her service.

Respectfully submitted,



Susan F. Marsella

Recording Secretary