



DEPARTMENT OF HEALTH
BOROUGH of ELMWOOD PARK
Bergen County
NEW JERSEY

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February 7, 2013

Dear Board of Health Member:

The monthly meeting of the Elmwood Park Board of Health will be held on

Monday, February 11, 2013 at 7:00 P.M.

Agenda

- 1.) Shared Services
- 2.) Personnel

Please e-mail Debbie if you cannot attend.

Elmwood Park Board of Health Minutes
Meeting of February 11, 2013

The regular meeting of the Board of Health of Elmwood Park was held on the Municipal Building on February 11, 2013. The meeting was opened at 7:12 pm and called to order by Vice President, Rhea Boyle. Ms. Boyle stated that the requirements of the "Open Public Meeting Act" had been met and that a quorum was present.

Present: Vice President Rhea Boyle, Health Officer Deborah Ricci, JoAnn Berkenbush, Shirley DeVito, Arlene Levine, Susan Marsella, Julie McCauley, and Council Liaison Glen Pettigano.

Absent: Jack Coyne

Minutes: The minutes of the last regular meeting, held on January 14, 2013, were read. The following correction was cited: Ms. McCauley's name must be added to the second page as the person who made the motion to adjourn the meeting. Ms. Marsella made the motion to accept the minutes of the last regular meeting and was seconded by Ms. Levine. All aye. The January minutes were accepted.

The Re-Organization meeting minutes of January 14, 2013 were read and committee lists were distributed. There was no discussion. Ms. McCauley made the motion to accept the minutes from the re-organization meeting and was seconded by Ms. Marsella. All aye. The re-organization minutes were accepted.

Reports:

Health Officer's Report: The January Health Officer's Report was read. Ms. Marsella made the motion to accept the report and was seconded by Ms. Levine. All aye. The January Health Officer's Report was accepted. Ms. Ricci informed the board that Darlene Manderville, from Mid-Bergen, began inspections for Elmwood Park starting in February. She will work for Elmwood Park for six and one-half hours per week.

Office Report: The January Office Report was read. Ms. Berkenbush made the motion to accept the report and was seconded by Ms. Marsella. All aye. The January Office Report was accepted. Ms. Berkenbush read aloud a letter addressed to the board from the Borough Registrar. The letter stated that, as per a state statute, she is no longer able to provide us with the "Cause of Death Report". The board agreed to discuss this issue during the closed session of the meeting.

Public Health Nurse's Report: Quarterly; not applicable.

Old Business:

Pediatrician: Ms. Berkenbush gave a list of pediatricians to Ms. Ricci for review in an effort to find a new pediatrician for our clinics. Ms. Berkenbush retrieved the list from online. The board discussed the possibility of filling the position with a Nurse Practitioner if a pediatrician cannot be found.

HARP Contract: This contract was taken from the Board of Health by the Mayor & Council in December and was approved of and signed by them without discussion or consultation with the board. Ms. Marsella asked why this was done and also why the cost of the contract was not negotiated as the board had done the previous year. Mr. Pettigano does not know about the contract as he is new to the council. Ms. Boyle and Ms. Marsella will draft a letter to the Mayor & Council regarding their takeover of the HARP contract.

New Business:

Lodi & Saddle Brook Shared Services Contract: Ms. Ricci reported to the board that invoices for services-rendered by Elmwood Park had never been sent to either town. These invoices are supposed to be sent quarterly by the Borough Clerk and Finance Offices as was agreed to at the start of the contracts. Therefore, services have been provided with no payment. The Saddle Brook account was paid only once, a year ago. Ms. Ricci was told by the Borough Clerk to "expedite" the invoices when it was found that they had not yet been sent.

Ms. Ricci was informed by Saddle Brook that they are terminating their contract with Elmwood Park for shared services. They will receive their services from the county. Ms. Ricci asked if there was a problem with the services rendered by her department but was told that they were satisfied, however, the county has given them a better price for the contract. Ms. Ricci stated that they will not be receiving the same services under the county contract. A 6-month notice of cancellation will be sent from Saddle Brook.

Committee Reports:

All committees reported progress.

Bills:

All board members present reviewed the current bills. Ms. Berkenbush made the motion to pay the current bills and was seconded by Ms. McCauley. The motion was adopted on the following roll call: Ms. McCauley, Ms. DeVito, Ms. Levine, Ms. Marsella, Ms. Boyle, Ms. Berkenbush. All aye. The current bills will be signed and paid.

The regular meeting was then closed at 7:56 pm to discuss personnel matters.

Respectfully submitted,



Susan F. Marsella

Recording Secretary