

**Harrington Park Board of Health  
Minutes of Meeting  
March 4th, 2013**

**Meeting Called to Order by Vice President Weiner at 7:35 pm**

**Vice President Weiner's Announcement**

In compliance with Chapter 231, the Public Contract Law of 1975, adequate notice of this meeting was made. It is being conducted under the provisions of the Sunshine Act and has been properly noticed.

**Roll Call**

President Lipton ~ Excused  
Dr. Neil Hess  
Dr. Mary Lee Casamento  
Mr. Robert Carbognin

Vice President Scott Weiner  
Mr. John Szweda  
Mrs. Mary Oh Goldstein

Also present:

Councilwoman Joon Chung, Louis Apa, Sanitarian , Cathy Flagg, Town Nurse, Annie Mongelia, Secretary

**Adopt Minutes from January 9th, 2013 Board of Health Meeting**

Motion to adopt the minutes for January 9th, 2013 made by Dr. Casamento,  
Seconded by Mrs. Goldstein.

**Vouchers**

Town nurse's voucher  
Secretary's voucher

**Correspondence**

Board of Health Member Orientation Manual for Mr. Carbognin

Annual Ethics Statement. Hard copies distributed for completion. On-line filing is not functional at this time. Harrington Park is waiting for a pin number from Bergen County.

Proposed letter to be mailed to owners of census discovered, still unlicensed cats. Letter approved for mailing, subject to verification said cat still resides in HP.

Letter from the New Jersey Department of Environmental Protection citing heating oil from removal of underground storage tank on Lakeside on Jan. 22, 2013. No action is required on the part of the Borough of Harrington Park. The letter was sent to HP for informational purposes and will be maintained on file.

Email from NJDOH stating the number of NJ rabies cases for 2012. Skunks, foxes, and groundhogs are infected by raccoons. The majority of human rabies cases are from bats. Bergen county had 28 confirmed rabid cases. 20 cats, 7 dogs, and 1 cow. Since 1989 cats represent 90% of the cases in domestic animals. Accordingly the DOH recommends that the effective rabies prevention efforts for dogs continue, and focus on additional prevention and vaccination efforts targeting cats, especially free roaming cats.

Email from NJDOH stating Vaccines for Children Program, a federally funded, state operated vaccine supply program that provides pediatric vaccines at no cost to doctors who serve underinsured children. <https://njiis.nj.gov/njiis/html/vfc.html>

Email from NJDOH with an update from the Advisory Committee on Immunization Practices with a recommendation for administering influenza vaccine to persons with egg allergies. They will continue to accept egg allergy as a valid medical contraindication for the 2012-2013 school year. It was noted the flu vaccine acceptance form has a statement regarding egg allergies. Egg allergies being a problem for which new methods are being developed to produce flu vaccine from non egg sources.

Email from NJDOH regarding surgical debarking of dogs be a question on a municipal dog licensing form. As Assembly Bill 1586, signed into law as P.L. 2002 Chapter 102, amended NJ Statutes 4:19-15.5 require. Consider adding a checkbox on the dog license application. Memo given to HP Clerk for consideration and amendment of form.

Email from NJDOH giving guidance to pharmacies from the Center of Disease Control. It discuss Tamiflu, pediatric suspension and adult, from pill form as a treatment for the flu.

Annual Immunization Status Report:

Parents Day Out had 11 pupils meeting requirements and 1 with religious exemptions  
Valley Program had 76 meeting, 11 religious exempt, and 1 medical exempt. It was noted that all the schools in HP are in compliance.

## **Reports**

Cathy Flagg, Town Nurse

In January, there we 15 clients at Club 60, and 2 clients at Borough Hall. Bergen County has decided to rename the Adult Health Conference to Health Consultation Program. Nurse Flagg attended a program regarding Immunizations Information System which began in 1998 to track immunizations by student identification number. There was one case of Hepatitis C, resident of a rental property, discovered when the person went to the E.R. but they are now deceased. In February there were 2 clients at Borough Hall, none at Club 60 due to a cancellation of their usual meeting. There was one case of lime disease, e-sorted in the CDRSS. An audit of the schools immunization records in HP found the schools to be 100% compliant. Nurse Flagg took her annual BBP training class. Nurse Flagg request reacquiring tubs of sanitary germicidal wipes for cleaning equipment and tables when she performs blood sugar test at the April Mini Health Fair.

Louis Apa, Sanitarian

Chapter 24 inspections were performed as part of the issuance of annual food license. Neighboring towns are investigating the enforceability of no public smoking on athletic fields, and some have passed ordinance with that regard. The board determined that HP will consider an ordinance if it becomes necessary.

### **Old Business**

- Revised 2013 Board of Health Proposed Budget, post M&C, \$10,238, excluding salary. The proposed budget includes \$500 for Hepatitis B vaccine, but the actual amount available for staff is \$1,000. This represents \$500 from 2013, in addition to \$500 unused and carried over from 2012. A new item for 2013 is \$250 for hosting BBP training sessions in HP to cover incidentals such as refreshments. Consideration of increasing the Secretary's salary will be brought to M&C by Board liaison.
- As of January 31, 2013, all left over flu vaccines were given out to residents and employees. 100 doses were ordered in 2012 from Bergen County.
- The online BBP class currently being used by HP School (HPS) cost \$500 for 100 employees, \$5 per employee. The class is sponsored by Safety School as part of the HPS insurance fund, thus HP Borough employees will be unable to participate.
- To be compliant with PEOSH we need to adhere to three components:
  1. BBP training, shall be obtained through our Joint Insurance Fund,
  2. Designated Compliance Officer, shall be the Board of Health Secretary, thus an additional 75 hours shall be added to the budget, bringing the Secretary's budgetary hours to 325 for 2013.
  3. Have an Exposure Control Plan(ECP). The ECP shall be developed in house by the Board of Health Secretary and Sanitarian, thereby saving HP \$2,600.
- The HP Police Dept., Officer Ryan, will forward to the Board of Health Secretary their BBP training and Hepatitis B vaccination information.

The Volunteer Ambulance Corps have new recruits. The names will be confirmed and a list will be given to Park Medical to authorize administering of Hep B vaccines and incurring of expense. It was determined after discussion that anyone under 22 years of age would have received a Hepatitis B vaccine as part of their normal well baby doctor visits and childhood vaccination schedule.

### **New Business**

- Consider offer by Haworth Pharmacy, for HP to outsource the 2013 Flu Program. The initial quote was \$30 for adults without traditional Medicare Part B (as opposed to Medicare Advantage). HP declined and decided to keep the flu clinic in house, because the increased cost to HP residents would be 200%. Haworth Pharmacy came back and has now agreed to match the prices currently being paid by HP residents, \$10 flu vaccine for adults without Medicare Part B. After discussions, it was

agreed upon that a certain number of flu vaccines will be administered for \$10 at a flu clinic to be held at HP Borough Hall on a date to be determined. Haworth Pharmacy would place the order for flu vaccines, provide for proper storage of flu vaccine, administer the vaccination, handle any returns of unused vaccine, handle all matters for billing to Medicare and private insurance companies. Employees unable to attend the flu clinic will be able to go to Haworth Pharmacy at a later date to obtain vaccination, at a discounted fee. The employee will be given a voucher to authorize such vaccination and to facilitate billing by Haworth Pharmacy. Haworth Pharmacy will be able to obtain the flu vaccine sooner than receiving the vaccine from County. The Board will vote on the matter once a written proposal is obtained from Haworth Pharmacy. Bergen County is seeking 2013 orders for flu vaccine by March 4th, therefore a decision to outsource, or not, will be necessary as soon as possible. If HP decides to outsource in 2013, a formal letter will be written and mailed to Dr. Brunnuquell, to thank him for his years of graciously donating his time to the flu clinic and to inform him of the Board's decision to outsource for 2013.

- Quantity of Flu Vaccine to order - no longer applicable if HP decides to outsource to Haworth Pharmacy.
- Preliminary count of 95 Cat License issued for 2013.
- The Board determined a late fee is applicable to cat owners who mailed in an application and payment on time, but the rabies vaccination expire early, and no attempt is made for a timely vaccination. The application and payment is to be mailed back with a letter of explanation. Rabies vaccination must be valid for 10 months of the year of licensure.
- April 27th, 2013 Mini Health Clinic: 10am to noon.
  - Dr. Stephen Poling, DPM, Podiatrist. \*\*\*
  - Dr. Julia Yu, MD, Acupuncturist. \*\*\*
  - Englewood Hospital, Community Outreach #
  - Haworth Pharmacy, brown bag Rx. #
  - Blood Sugar and Blood Pressure by Nurse Flagg
- Raising the fee for the Flu Vaccine - not applicable if HP outsources to Haworth Pharmacy.
- Skin Cancer Clinic - Secretary will call the Board of Trustees of the HP Swim Club to obtain a date of a HP hosted swim meet.

#### Legend

\*\*\* called and spoke to professional, whom said Yes, but need to confirm availability  
# to be contacted

**Public Session: Open to the Public for Comments**

No Public

**Closed to Public Comments**

**Motion to Adjourn**

Motion to adjourn by Mr. Szweda at 8:56pm\_

Seconded by Dr. Casamento