

**Harrington Park Board of Health
Minutes of Meeting
January 12, 2015**

Meeting Called to Order by Board Secretary at 7:38pm

Board Secretary'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.

Swear In, Signing of Oath of Office:

Dr. Howard Lipton

Vote and Appointment of Board President and Vice President:

Motion to appoint Dr. Howard Lipton President, made by Dr. Mary Lee Casamento

Seconded by: Mr. Scott Weiner

All in favor.

Motion to appoint Mr. Scott Weiner Vice President, made by Dr. Mary Lee Casamento

Seconded by: Dr. Lipton

All in favor.

Meeting Turned Over to Board President Elect: Dr. Howard Lipton

Roll Call

Dr. Howard Lipton

Mr. John Szweda

Dr. Neil Hess

Mr. Robert Carbognin

Mr. Scott Weiner

Dr. Mary Lee Casamento

Mrs. Mary Oh Goldstein, RN,

Also present:

Louis Apa, Sanitarian, Gail Poling, Town Nurse, Annie Mongelia, Secretary
Councilwoman Ryan

Re-appointments and Announcements

Re-appointments:

Re-appointed to the Board of Health:

Dr. Howard Lipton ~ Board member

Mr. Louis Apa ~ Sanitarian

Mrs. Gail Poling, RN ~ Town Nurse

Mrs. Annie Mongelia ~ Secretary

Mrs. Ann Bistriz ~ Registrar

Announcement:

Welcome back Councilwoman Michelle Ryan, as BOH liaison to mayor & council.

Motion to Adopt Minutes from November 3, 2014 Board of Health Meeting:

Motion to adopt the minutes for November 3, 2014 made by Mr. Scott Weiner,
Seconded by Dr. Mary Lee Casamento.

Vouchers:

Town Nurse's voucher,
Secretary's voucher,

Correspondence:

Food Handlers recertification letters were sent in November 2014.

Pet adoption notice received. An application for a 2015 cat license was sent to owner.

Immunization Audit Report from NJDOH Vaccine Preventable Disease Program Re-audit/Completion dated Dec.2 reported a 100% compliance rate for Harrington Park Elementary School. Student records audited were 53 kindergarteners, 81 sixth grader and 29 transfers. The Regional P.I.E. Program at Our Lady of Victories and St. Andrews Church had 100% for their audit of records for 5 kindergarteners and 6 sixth graders.

Bergen County Animal Control picked up and impounded two stray cats in November.

NJDOH Respiratory Virus Surveillance Report for week ending Dec. 20, reported influenza activity level to be high in Northeastern NJ and Central Western NJ, and moderate in Central Eastern NJ.

On Dec. 10 the NJDOH reported there are no individuals under quarantine in NJ. In the same memo it stated:

- To prevent exposure \$1M in PPE has been ordered for hospitals, EMS and local health departments.
- Rutgers School of Public Health has given PPE training to 270 health workers who will in turn train the health care community. HP EMS received PPE training at their November meeting and received PPE supplies.
- The NJ Poison Information and Education System opened a call center to answer Ebola questions. The number is 1-800-962-1253. Email: DutyOfficer@njlincs.net

NJDOH has several website for guidance on Ebola:

- Resources for Parents, Schools and Pediatric Healthcare Professionals can be obtained by visiting: www.cdc.gov/vhf/ebola/children/index.html.
- Information on Cleaning and Decontamination can be obtained by visiting: www.cdc.gov/vhf/ebola/prevention/cleaning-and-decontamination.html.

NJDOH sent a memo dated December 2014, Public Health and Environmental Laboratories Technical Guidance, where in under Contact Public Health Authorities it

states each patient will require evaluation on a case by case basis. Hospital officials should contact the local health department within the patient's jurisdiction. See current directory by visiting :<http://nj.gov/health/lh/directory/lhdselectcounty.shtml>. Local health department will contact the Communicable Disease Service. If the hospital is unable to reach local health officials they may contact the Communicable Disease Service directly at 609-826-5964 during business hours, or 609-392-2020 after hours. Copy to Dr. Lipton

New York City Health and Hospital Corporation sent a letter Talking Points Lessons Learned Care of an Ebola Patient. Letter given to Mr. Chris Woods, EMT and Dr. Lipton.

In a separate letter dated Nov. 13, the NJDOH states a local health department is expected, within 24 hours of receiving contact information of a recent traveler which will appear as an Ebola report on the pending screen in the CDRSS, to contact the person to evaluate risk, assess their health status, give instructions for active monitoring and to provide a contact phone number with 24/7 access. The local health department is to enter daily active monitoring data into the CDRSS. In the same letter it states, the local health department is encouraged to provide kindergarten through grade 12 school's school nurse and university's with the name of student under active monitoring, while maintaining confidentiality. Letter given to Gail Poling, Mary Goldstein and Dr. Lipton.

NHLINCS reported as of Dec.12, there are 23 cases of mumps associated with an outbreak that began with the National Hockey League, New Jersey Devils players.

NJDOH issued a memo on December 2014, Management of Domestic Animal Rabies Exposures NJDOH Appendix III. Quoting N.J.S.A. 26:4-78 that requires the owner of a dog or cat known or suspected to have been bitten by an animal suspected to be affected by rabies to notify the local health dept. N.J.S.A 26:4-83 requires the local health officer to serve notice on the owner of the animal requiring euthanasia or confinement for up to 6 months and observation for the emergence of clinical signs of rabies. The appendix includes a letter, Rabies Advisory Notice 2014, to give to the owner of a rabies vaccinated dog or cat. Copy of memo to Lou Apa and Dr. Hess.

Reports:

Gail Poling, Town Nurse

In December there were 30 clients at the Adult Health Conference (AHC). Also at a recent Club 60 meeting ID cards were given to the seniors. In the CDRSS, 3 cases of flu were recorded and 2 cases of Hepatitis B in newborn twins. Nurse was accompanied by Niki Ahmed at AHC. Councilwoman Chung requested distribution of B.C. cancer screening information, and pamphlets on smoking. Chewing tobacco, flavored, beginning to surface in the high school. Ms. Dottie Nester, from Club 60, will notify Town Nurse if there are any changes to their scheduled meeting dates.

Louis Apa, Sanitarian

At our November 8th, 2014 Annual Rabies Vaccination Clinic forty-two rabies vaccinations were administered by Dr. Shelagh McCaffrey from 8:30am to 10am. There were 28 dogs and 14 cats. There was an instance of a dog residing at Pine Place who bit its owner. Sanitarian attended a dog bite seminar. The application for a Food Handlers Class was sent to food service stores in HP. A site inspection was made at Dino's restaurant pursuant to their annual food license renewal. On Harriot Ave., a Metro Fuel delivery attempt resulted in a spill which required clean up. The HP Meat Market closed its business. The store is now vacant. The Office of Emergency Management - emergency management plan requires an update every five years, thus will be reviewed in 2015.

Old Business:

2015 Proposed Harrington Park Board of Health Budget as discussed in November 2014 was given to HP CFO in November. CFO recommends increasing the budget for Secretary's hours to provide for a full year of services.

New Business:

Applications for annual Cat License 2015 were mailed to registered pet owners. We currently have approximately 15 applications, but applications are being received daily.

On January 5, 2015 cover letters and the annual application for the 2015 Food License were mailed to food establishments in HP. Also mailed were "Application for Renewal of License to Raise Chickens" to families who have obtained a permit in the prior year. The application for the swim club will be mailed in May 2015.

Borough Clerk, Ann Bistriz, inquired if BOH secretary would be willing to take classes in order to become certified registrar of vital statistics. Currently HP uses the services of the Registrar of another town whenever the Clerk is out of office for an extended time. BOH recognizes HP has a population of under 5,000 residents thus the function is not within the BOH domain.

Motion to approve an annual raise for Board of Health Secretary to increase hourly rate to \$13 per vouchered hour made by Dr. Lipton; Seconded by Dr. Mary Lee Casamento.
Vote: All in favor.

Motion to approve an annual raise for HP Town Nurse to increase hourly rate to \$25.50 per vouchered hour made by Dr. Lipton; Seconded by Dr. Mary Lee Casamento.
Vote: All in favor.

Ms. Niki Ahmed, employee of Bank of New Jersey in Harrington Park, would like to volunteer in the Board of Health department in exchange for community service hours as part of her pursuit of a Bachelor's degree in public health. Her resume is attached. Councilwoman Ryan will inquire with borough attorney to determine whether a confidentiality agreement is necessary. The Board determined it also requires a copy of the syllabus from the school, supervision guidelines, and list of school's requirements.

Proposed projects for volunteer Niki Ahmed:

- HPBOH Newsletter articles,
- Ebola guidance by CDC for local BOH,
- Aid in research for a draft of a proposal regarding a new Ice Cream Ordinance,
- Cat license round up, an in office survey to identify cats in need of 2015 licensure.

Regular Agenda Meetings of the Board of Health of Harrington Park for 2015

The following shall be the dates of BOH meetings in 2015, 7:30pm at Borough Hall:

- January 12,
- March 2,
- May 4,
- June 1,
- September 21,
- November 2.

Councilwoman Ryan was notified by a resident of a neighbor feeding wildlife - deer. Sanitarian will investigate. Councilwoman Ryan received an offer from a resident who works for Bergen County to do a presentation to the Board of Health regarding BCDOH's Mental Health, Stigma-free campaign. The program promotes mental health issues. The Board is willing to hear the presentation.

Public Session: Open to the Public for comments:

no public in session

Closed Session

Motion to Adjourn made by Dr. Lipton at 8:31pm
Seconded by Mr. Scott Weiner.