

**Township of Bloomfield Board of Health
July 13, 2005 Meeting Minutes**

A regular meeting of the Bloomfield Board of Health, as established by public record in the Bloomfield Life and posted on the public bulletin board in the Municipal Building in January 2005, was called to order on July 13, 2005 at 6:53 p.m. in the Mayor's Conference Room in the Law Enforcement Building.

Roll Call by President James McLaughlin showed the following members to be present:

James McLaughlin, President
Lissette Figueroa, Board Member
Patricia Barker, Board Member
Lisa Jasinski, Board Member

Absent was Laura Papciak, Vice-President.

Also present was Councilwoman Dunigan, Council Liaison, Trevor J. Weigle, Director and Ellen Powley, President, FoBAS.

President McLaughlin announced that Vice-President Laura Papciak submitted her resignation to the Mayor and Town Council.

Director Weigle noted that the By-Laws state that when there is a vacancy in an office that that vacancy must be filled by a special election. The Board discussed the issue and will wait for a new member to be appointed before voting on the vacant office.

Minutes of the May 11, 2005 meeting were approved on a motion by L. Figueroa and second by L. Jasinski.

Minutes of the May 16, 2005 Special meeting were approved on a motion by P. Barker and second by L. Jasinski.

President McLaughlin asked if any member of the public wished to be heard on a matter of public health. No one came forward.

May/June licenses were accepted on a motion by L. Jasinski and second by L. Figueroa.

May/June communications were discussed/reviewed by the Board. Items #4 and #8 were discussed (June). The communications were accepted on a motion by L. Figueroa and second by P. Barker.

The Director presented his monthly report for May/June.

- The Board asked for clarification concerning the "closed-window" policy of the Board of Education during construction activities at the High School. The Director informed the

Board that the Department/PMK Group never required or requested for windows to remain closed and that that request/order came from their own consultants/contractors and that the Board of Education asked the Health Department to relax that requirement. The Board of Education subsequently allowed windows to be opened.

- Clarification was given on who tests pool water. It was explained that the pool owner is required to do so and that the Department reviews the results.
- The Director was asked how many cats are allowed to be housed at the shelter. The Director stated he would look into the matter and report back.
- The Director was asked what type of domestic/stray animal complaints the Department receives. The Director gave examples.
- The Director discussed the final version of the 2005 Health Needs Assessment and that it would be available at the Library and on the website. He discussed the next stages of the process (interventions).
- The Director discussed the new Student Intern hiring policy. He was questioned on whether or not Interns should have Mantoux tests prior to employment. The Director stated he would review this with his senior staff.

The Director's May/June reports were accepted on a motion by L. Figueroa and second by P. Barker.

There were no questions on the May/June Financial Report.

Councilwoman Dunigan presented the Council Liaison's report. The Councilwoman complimented the Department on the work they did on the 2005 Health Needs Assessment. The Councilwoman discussed the schedule for commencement of redevelopment in the Center. The Councilwoman and President McLaughlin discussed the importance of all Departments' working together to assure that demolition and redevelopment goes smoothly. President McLaughlin commented on the need for Clark's Pond to be dredged for better goose control.

Under Unfinished Business the Director informed the Board that the Settlement Agreements with the State for previous Animal Shelter fines have been signed, checks written and both forwarded to the Law Department.

The Director presented the following items of New Business to the Board:

- The Director informed the Board of the upcoming National Association of Local Boards of Health Annual Conference
- The Board deferred appointing members to the Standing Committee until next meeting when the new member will be present
- An amendment to Chapter 279, "Administration" was introduced on first reading by P. Barker and seconded by L. Jasinski. All members voted "YES":

AN ORDINANCE TO AMEND "CHAPTER 279, ADMINISTRATION" WITHIN THE TOWNSHIP OF BLOOMFIELD, ESSEX COUNTY, NEW JERSEY:

BE IT ORDAINED, by the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey that "Chapter 279, Administration" is hereby amended as follows:

ARTICLE IV, Fees

§ 279-9. Fees.

- A. Vital statistics.
- (1) Certified copies.
 - (d) Domestic Partnership certificate: \$10 per copy.
 - (5) Domestic Partnership (excluding state fees): \$3.
- C. Nursing Division.
- (5) SMAC: \$30.
 - (6) SMAC (employees): \$25.
 - (8) Flu shot: equivalent to current Medicare reimbursement rate for same.
 - (11) Mantoux: \$10.
 - (12) Diabetes Screening: \$5.
 - (13) PSA: \$35.
- D. Environmental Division.
- (1) Food handler course: \$20 per student.
- E. Returned Check Fee
- There shall be a \$20 fee assessed for any check returned for insufficient funds or any other reason deemed necessary by the financial institution.

Second reading and public comment will be held in the Mayor's Conference Room of the Law Enforcement Building at the next regularly scheduled Board of Health meeting as published in the Bloomfield Life. This Ordinance will become effective thirty (30) days from publication of this first reading and upon second and final reading.

- An amendment to Chapter 133, "Food Establishments" was introduced on first reading by President McLaughlin and seconded by L. Figueroa. All members voted "YES":

AN ORDINANCE TO AMEND "CHAPTER 133, FOOD ESTABLISHMENTS" WITHIN THE TOWNSHIP OF BLOOMFIELD, ESSEX COUNTY, NEW JERSEY:

BE IT ORDAINED, by the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey that "Chapter 133, Food Establishments" is hereby amended as follows:

§ 133-3. Expiration of license; renewal fee; late charge.

- C. There shall be a late fee charge of \$25.00 where the renewal fee is paid after February 1.

Second reading and public comment will be held in the Mayor's Conference Room of the Law Enforcement Building at the next regularly scheduled Board of Health meeting as published in the Bloomfield Life. This Ordinance will become effective thirty (30) days from publication of this first reading and upon second and final reading.

- An amendment to Chapter 173, "Licensed Occupations" was introduced on first reading by President McLaughlin and seconded by L. Figueroa. All members voted "YES":

AN ORDINANCE TO AMEND "CHAPTER 173, LICENSED OCCUPATIONS" WITHIN THE TOWNSHIP OF BLOOMFIELD, ESSEX COUNTY, NEW JERSEY:

BE IT ORDAINED, by the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey that "Chapter 173, Licensed Occupations" is hereby amended as follows:

Chapter 173, LICENSED OCCUPATIONS

§ 173-2. Fees; expiration and renewal of license; effect on existing establishments.

- C. Late fee: twenty-five dollars (\$25.) after February 1.

Second reading and public comment will be held in the Mayor's Conference Room of the Law Enforcement Building at the next regularly scheduled Board of Health meeting as published in the Bloomfield Life. This Ordinance will become effective thirty (30) days from publication of this first reading and upon second and final reading.

A discussion ensued by Board members on licensing requirements and inspection requirements of daycare centers. The Director will research these requirements and report back to the Board.

A motion was made by P. Barker and seconded by L. Jasinski to adjourn to closed session to discuss personnel matters.

Meeting was re-opened at 8:53PM.

L. Figueroa moved and L. Jasinski seconded a resolution for Retirement of Chief Sanitary Inspector Gloria Shorter; all present voted in favor:

RESOLUTION

WHEREAS, Gloria Shorter, Chief Sanitary Inspector and Environmental Division Supervisor of the Department of Health & Human Services of the Township of Bloomfield, is retiring from that position effective July 1, 2005 after 28 years of dedicated and exemplary service to the residents of this Township; and

WHEREAS, Ms. Shorter began her employment with the Township in 1977 as a Sanitary Inspector, was promoted to Senior Sanitary Inspector in 1981 and finally promoted to her current position of Chief Sanitary Inspector and Division Supervisor in 1985; and

WHEREAS, she received her New Jersey Department of Health Sanitary Inspector's License in 1980 and has throughout her career completed numerous continuing education courses and certifications in the disciplines of Bioterrorism, hazardous materials, radiological response, asbestos inspection and management, groundwater protection, air pollution, industrial hygiene, occupational health, food safety, environmental law, animal control and Foodborne illnesses at such institutions as Rutgers University, University of Medicine and Dentistry of New Jersey, University of Massachusetts, the U.S. Centers for Disease Control, the New Jersey Department of Health and Senior Services and the Environmental and Occupational Health Sciences Institute; and

WHEREAS, during her distinguished career in Public Health, Ms. Shorter has received recognition for outstanding contributions in the field of public health for the protection of the health of New Jersey citizens and numerous letters of appreciation and recognition from the residents of Bloomfield, the New Jersey Department of Health & Senior Services and Local Health Departments; and

WHEREAS, during her tenure, Ms. Shorter has been instrumental in the crafting of health related ordinances, rules and regulations, policies and programs and has many times gone above and beyond the requirements of her position to assist in and assure the health and welfare of the residents of this community; and

WHEREAS, the record which she has achieved in the performance of her duties and service to the residents of Bloomfield is worthy of such recognition and praise;

NOW THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Bloomfield, New Jersey that on behalf of the Department of Health and Human Services and the Residents of this Township, that this acknowledgment and expression of gratitude be made to Gloria Shorter for her contribution to this Township; and

BE IT FURTHER RESOLVED that a copy of this resolution be read and presented to Ms. Shorter on the occasion of her retirement and spread in full in the minutes of the Board of Health meeting on July 13, 2005.

P. Barker moved and L. Jasinski seconded a resolution for Retirement of Animal Control Officer Pat Pagano; all present voted in favor:

RESOLUTION

WHEREAS, Pasquale A. Pagano, Animal Control Officer in the Department of Health & Human Services of the Township of Bloomfield, is retiring from that position effective May 1, 2005 after more than 20 years of dedicated and exemplary service to the residents of this Township; and

WHEREAS, Pat Pagano has properly notified the Director of Health & Human Services and Director of Personnel of his desire to retire from his Township position as Animal Control Officer for the Township of Bloomfield

NOW THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Bloomfield, New Jersey that on behalf of the Department of Health and Human Services and the Residents of this Township, that this acknowledgment and expression of gratitude be made to Pat Pagano for his contribution to this Township; and

BE IT FURTHER RESOLVED that a copy of this resolution be read and spread in full in the minutes of the Board of Health meeting on July 13, 2005.

L. Figueroa moved and P. Barker seconded a resolution for Donna Williams to fill the Nursing Supervisor vacancy; all present voted in favor.

L. Jasinski moved and P. Barker seconded a resolution for Alicia Aleman to fill a Public Health Nurse vacancy; all present voted in favor.

L. Figueroa moved and L. Jasinski seconded a resolution to promote Vincent Nicosia to Senior Sanitary Inspector; all present voted in favor.

L. Figueroa moved and L. Jasinski seconded a resolution to promote Michele Nemeth to Senior Clerk Typist; all present voted in favor.

L. Jasinski moved and P. Barker seconded a resolution to give a one step pay increase to Public Health Nurse Lisa Gearhart; all present voted in favor.

A motion was made by P. Barker and seconded by L. Jasinski to adjourn to closed session to discuss a personnel matter.

Meeting was re-opened at 9:05 PM.

L. Figueroa moved and P. Barker seconded a resolution to grant Family Leave to Human Services Supervisor Karen Lore; all present voted in favor.

A motion to adjourn was made by P. Barker and seconded by L. Jasinski. The meeting was adjourned at 9:10PM

Respectfully Submitted,

Trevor J. Weigle, Director
Secretary to the Board