

REGULAR MEETING OF THE BLOOMFIELD BOARD OF HEALTH JUNE 10, 2010

A Regular Meeting of the Bloomfield Board of Health, as established by public record in *The Independent Press* and posted on the Public Bulletin Board in the Municipal Building, was called to order on June 10, 2010 at 6:38 p.m. in Room 111 of the Municipal Building, notification was posted on the Mayor's Conference door advising the public of the change of venue due to an emergency.

ROLL CALL

President, Joel Elkins showed the following members to be present and absent:

Joel Elkins, President	Present
James McLaughlin, Vice President	Absent
Jo Ponticello, Member	Present
Stephanie Smith, Member	Present
Patricia Barker, Council Liaison	Present

Also present: Karen Lore, Acting Director of Health & Human Services.

APPROVAL OF MINUTES

The May 20, 2010 Open Session Meeting minutes were approved on a motion by Jo Ponticello and seconded by Stephanie Smith. None were opposed.

PUBLIC COMMENT

None.

LICENSES PENDING APPROVAL

The May 2010 licenses were approved on a motion by Stephanie Smith and seconded by Jo Ponticello. None were opposed.

MAY COMMUNICATIONS

The Director reviewed the May communications.

DIRECTOR OF HEALTH AND HUMAN SERVICES MAY REPORT

- Director Lore informed the Board that the mandated dog and cat census will be conducted this summer. Crossing guards have been utilized in the past to conduct this census and have been requested.

She also informed the Board that a new report will be included in the monthly Board meeting packet outlining *Neighbor to Neighbor Network (NTNN)* activities. This report will be provided by the Shelley Sflakes, Volunteer Coordinator.

Director Lore informed the Board that she will be on an extended vacation. Paula Peikes will be in charge of the Human Services Division and Michael Fitzpatrick will be in charge of the Health Division in her absence.

MAY FINANCIAL REPORT

The Board reviewed the May 2010 Financial Reports. The Board, on a motion by Jo Ponticello, seconded by Stephanie Smith, unanimously voted to approve the report.

COUNCIL LIAISON'S REPORT

Councilwoman Barker informed the Board that the previously proposed furlough plan has been rescinded and the 2010 Budget proposal is still under review.

BOARD PRESIDENT'S REPORT

No report.

UNFINISHED BUSINESS –

“AN ORDINANCE ADOPTING TITLES AND ESTABLISHING SALARY RANGES FOR OFFICERS AND EMPLOYEES OF THE BOARD OF HEALTH, TOWNSHIP OF BLOOMFIELD” FOR 2009 (2ND READING)

After a review and brief discussion, the Board, on a motion by Stephanie Smith, second by Jo Ponticello, unanimously voted to approve the following ordinance on its second reading:

Bloomfield Board of Health
 Regular Meeting
 Open Session
 June 10, 2010

AN ORDINANCE ENTITLED " AN ORDINANCE ADOPTING TITLES AND ESTABLISHING SALARY RANGES FOR OFFICERS AND EMPLOYEES OF THE BOARD OF HEALTH, TOWNSHIP OF BLOOMFIELD."

BE IT ORDAINED by the Board of Health of the Township of Bloomfield, New Jersey

The following positions are hereby created and established in the Civil Service of the Board of Health, Township of Bloomfield and opposite each title and position there is established the salary range for such position.

Salary Range Per Annum

<u>Position Title</u>	<u>Effective 2006 January 1, 2006</u>	<u>Effective 2007 January 1, 2007</u>	<u>Effective 2008 January 1, 2008</u>	<u>Effective 2008 July 1, 2008</u>	<u>Effective 2009 January 1, 2009</u>
Account Clerk	28,929 - 34,141	30,086 - 35,507	30,688 - 36,217	31,456 - 37,122	32,713 - 38,607
Account Clerk/Typist	28,486 - 33,421	27,525 - 40,608	28,075 - 41,818	28,777 - 42,883	29,828 - 44,678
Administrative Clerk - Finan Health	33,134 - 50,471	34,450 - 62,490	35,149 - 63,640	36,027 - 64,878	36,748 - 67,073
Administrative Clerk/Deputy Registrar of Vital Statistics	33,134 - 50,471	34,459 - 62,490	35,149 - 63,640	36,027 - 64,878	37,468 - 67,073
Animal Control Facility Manager				42,000 - 64,000	43,680 - 66,560
Administrative Secretary	33,134 - 50,471	34,450 - 62,490	35,149 - 63,640	36,027 - 64,878	37,468 - 67,073
Animal Control Officer	35,615 - 53,167	37,040 - 55,294	37,760 - 56,400	38,726 - 57,810	40,274 - 60,122
Assistant Animal Control Officer	30,969 - 44,217	32,207 - 45,988	32,851 - 48,905	33,672 - 48,078	36,019 - 60,001
Chief Sanitary Inspector	52,304 - 84,147	54,396 - 87,513	55,484 - 89,263	54,381 - 81,810	56,056 - 85,082
Clerk	24,341 - 35,834	25,315 - 37,371	25,821 - 38,119	26,466 - 39,072	27,625 - 40,635
Clerk Stenographer	26,466 - 38,609	27,526 - 40,218	28,075 - 41,020	28,777 - 42,046	29,928 - 43,728
Clerk Typist	24,341 - 35,834	25,315 - 37,371	25,821 - 38,119	26,466 - 39,072	27,626 - 40,635
Dwla Control Clerk	24,341 - 35,834	25,315 - 37,371	25,821 - 38,119	26,466 - 39,072	27,525 - 40,635
Director Social Work	80,000 - 93,500	83,200 - 97,240	84,884 - 99,165	86,986 - 101,684	89,465 - 105,731
Director of Health and Human Services	91,679 - 114,474	93,282 - 119,053	97,147 - 121,434	99,678 - 124,470	99,678 - 124,470
Graduate Nurse	32,806 - 47,365	34,181 - 49,260	34,884 - 50,245	35,730 - 51,601	37,165 - 53,591
Head Nurse	38,208 - 57,158	39,620 - 60,444	40,616 - 60,833	41,631 - 62,149	43,266 - 64,636
Health Educator	38,288 - 57,158	39,820 - 60,444	40,616 - 60,833	41,631 - 62,149	43,266 - 64,636
Health Officer				80,000 - 93,500	83,200 - 97,240
Kennel Attendant				25,480 - 30,070	26,499 - 31,273
Principal Account Clerk	33,134 - 50,471	34,450 - 62,490	35,149 - 63,640	36,027 - 64,878	37,468 - 67,073
Principal Clerk	26,466 - 38,609	27,526 - 40,218	28,075 - 41,020	28,777 - 42,046	29,928 - 43,728
Principal Clerk Stenographer	31,333 - 47,471	32,607 - 49,370	33,269 - 50,357	34,091 - 51,616	35,455 - 53,681

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Position Title	Effective 2006 January 1, 2006	Effective 2007 January 1, 2007	Effective 2008 January 1, 2008	Effective 2008 July 1, 2008	Effective 2009 January 1, 2009
Principal Clerk/Typist	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Principal Payroll Clerk	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Public Health Investigator	38,288 - 57,168	39,820 - 59,444	40,616 - 60,633	41,631 - 62,149	43,285 - 64,635
Public Health Nurse	38,288 - 57,168	39,820 - 59,444	40,616 - 60,633	41,631 - 62,149	43,285 - 64,635
Public Health Nurse Supervisor	52,304 - 84,147	54,366 - 87,513	55,484 - 89,263	56,871 - 91,495	58,145 - 95,155
Registrar of Vital Statistics	35,615 - 53,187	37,040 - 55,294	37,799 - 56,400	38,725 - 57,810	40,274 - 60,122
Sanitary Inspector	38,288 - 57,168	39,820 - 59,444	40,616 - 60,633	41,631 - 62,149	43,285 - 64,635
Sanitary Inspector Trainee	35,781 - 40,062	37,212 - 42,600	37,965 - 43,452	38,905 - 44,639	40,481 - 48,321
Secretary to Health Dept.	33,134 - 50,471	34,469 - 52,490	35,169 - 53,540	36,027 - 54,978	37,465 - 57,073
Senior Account Clerk	24,993 - 37,564	25,977 - 38,472	26,688 - 40,262	26,740 - 41,269	27,810 - 42,919
Senior Account Clerk/Typist	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Senior Clerk Stenographer	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Senior Clerk Transcriber	31,353 - 47,471	32,607 - 49,370	33,259 - 50,357	34,031 - 51,919	35,455 - 63,681
Senior Clerk Typist	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Senior Clerk Typist/Deputy Registrar of Vital Statistics	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Senior Clerk	29,945 - 43,291	31,143 - 45,023	31,766 - 45,923	32,660 - 47,071	33,882 - 48,954
Senior Sanitary Inspector	47,724 - 68,333	49,833 - 69,986	50,826 - 70,388	51,891 - 72,125	53,967 - 75,010
Social Casework Supervisor	52,304 - 84,147	54,366 - 87,513	55,484 - 89,263	56,871 - 91,495	58,145 - 95,155
Social Service Assistant/Typing	26,466 - 39,663	27,526 - 40,219	28,075 - 41,020	28,777 - 42,049	29,928 - 43,728
Social Work Specialist	38,288 - 57,168	39,820 - 59,444	40,616 - 60,633	41,631 - 62,149	43,285 - 64,635
Word Processing Operator	31,353 - 47,471	32,607 - 49,370	33,259 - 50,357	34,031 - 51,919	35,455 - 63,681

The following salary ranges shall be fixed and paid as follows for hourly, full-time or part-time employees

Position Title	Effective 2006 January 1, 2006	Effective 2007 January 1, 2007	Effective 2008 January 1, 2008	Effective 2008 July 1, 2008	Effective 2009 January 1, 2009
Administrative Clerk/Deputy Registrar of Vital Statistics	18.21 - 27.73	18.93 - 28.84	19.31 - 29.42	19.80 - 30.15	20.59 - 31.36
Animal Control Officer	19.57 - 29.21	20.35 - 30.58	20.76 - 30.99	21.25 - 31.75	22.13 - 33.03
Clerk	13.36 - 19.75	13.89 - 20.54	14.17 - 20.95	14.53 - 21.47	14.88 - 21.99
Clerk Stenographer	14.54 - 21.23	15.12 - 22.08	15.42 - 22.52	15.81 - 23.08	16.10 - 23.63
Clerk Typist	13.36 - 19.75	13.89 - 20.54	14.17 - 20.95	14.53 - 21.47	14.88 - 21.99
Computer Operator	19.65 - 22.48	20.44 - 23.38	20.84 - 23.65	21.37 - 24.44	21.88 - 25.03
Graduate Nurse	18.05 - 25.02	18.77 - 27.06	19.15 - 27.69	19.63 - 28.29	20.10 - 29.97
Health Educator	21.04 - 31.41	21.89 - 32.66	22.32 - 33.15	22.87 - 34.15	23.79 - 35.51
Kennel Attendant				14.00 - 18.93	14.34 - 17.34
Public Health Nurse	21.05 - 31.40	21.89 - 32.66	22.33 - 33.31	22.89 - 34.14	23.44 - 34.96
Sanitary Inspector	21.04 - 31.41	21.89 - 32.66	22.32 - 33.31	22.87 - 34.15	23.42 - 34.97
Senior Computer Operator	17.21 - 26.07	17.90 - 27.11	18.26 - 27.66	18.71 - 28.35	19.16 - 29.03
Social Worker Specialist (Aging)	21.05 - 31.40	21.89 - 32.66	22.33 - 33.31	22.89 - 34.14	23.44 - 34.96

All employees hired after January 1, 1977 shall have a salary range of seven steps, except those positions indicated in "Chapter 324, Officers and Employees of the Board of Health"

Employees covered under this Agreement terminating their services with the Township, shall be paid one-twelfth (1/12) of their annual salary for each complete month employed by the Township. Such employees working a part of a month shall be paid for the actual days worked in the final month of employment to be calculated at the rate of one-tenth (1/10) of the bi-weekly salary multiplied by the actual number of days worked in the final month of employment.

"2010 OPEIU 32 CONTRACT"

The 2010 OPEIU 32 Contract was presented and signed by Board President, Joel Elkins.

NEW BUSINESS

"RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR GRANT ADMINISTRATOR/COORDINATOR"

Director Lore requested that the matter be deferred to the July meeting. The matter was deferred by the Board.

CLOSED SESSION

The following resolution to move to Closed Session at 6:52 pm. was passed on a motion by Jo Ponticello, seconded by Stephanie Smith. All present voted in the affirmative.

CLOSED SESSION RESOLUTION

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting; and

WHEREAS, the Board of Health of the Township of Bloomfield has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

WHEREAS, this meeting of the Board of Health will reconvene immediately following the closed session,

NOW, THEREFORE BE IT RESOLVED, that the Board of Health of the Township of Bloomfield will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

	(1) Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of subsection a. of this section.
	(2) Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
X	(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
	(4) Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
	(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
	(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.
X	(7) Any pending or anticipated litigation or contract negotiation other than in subsection b. (4) herein in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
X	(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
	(9) Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility.

The public portion of the meeting reconvened at 7:57 p.m.

APPROVAL OF CLOSED SESSION MINUTES

The Closed Session minutes of the May 20, 2010 meeting were passed on a motion by Jo Ponticello, seconded by Stephanie Smith. All present voted in the affirmative.

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT SUPERVISING VETERINARIAN SERVICES FOR 2010

After a review and brief discussion in closed session, the Board, on a motion by Jo Ponticello, seconded by Stephanie Smith, unanimously voted to approve the following resolution:

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT SUPERVISING VETERINARIAN SERVICES FOR 2010

WHEREAS, the Board of Health of the Township of Bloomfield has a need to acquire a Supervising Veterinarian; and

WHEREAS, the term of this contract is to begin on July, 1 2010 and end on December 31, 2010; and

WHEREAS, the Board of Health of the Township of Bloomfield desires to make this award under the provisions of *N.J.S.A. 19:44A-20.4*, as a non-fair and open contract; and

WHEREAS, Felix Escudero, DVM has agreed to perform this service at a cost not to exceed \$2,700.00.

NOW, THEREFORE, BE RESOLVED that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into a contract with Felix Escudero, DVM as described herein; and

BE IT FURTHER RESOLVED, the above documents shall be available for public inspection at the Department of Health and Human Services during regular business hours; and

BE IT FURTHER RESOLVED, that the Board of Health of the Township reserves the right to cancel this contract upon thirty (30) days notice and the Professional shall only be paid for the work completed or on a pro-rated amount if the contracts calls for a monthly retainer; and

BE IT FURTHER RESOLVED, that a notice of this action shall be posted on the official Department of Health and Human Services website of the Board of Health of the Township of Bloomfield.

ADJOURNMENT

The June 10, 2010 Regular Meeting of the Board of Health of the Township of Bloomfield was adjourned at 8:00 p.m. on a motion by Jo Ponticello and seconded by Stephanie Smith. All present voted in the affirmative.

Respectfully submitted,

Karen Lore, Acting Director of health and Human Services
Secretary to the Board