

## **REGULAR MEETING OF THE BLOOMFIELD BOARD OF HEALTH May 21, 2009**

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, was called to order on May 21, 2009 at 6:42 p.m. in the Mayor's Conference Room in the Law Enforcement Building.

**Roll Call** – President, Joel Elkins showed the following members to be present:

Joel Elkins- President  
William Padilla, Member  
Stephanie Smith, Member  
Jo Ponticello, Member  
Patricia Barker, Council Liaison

James McLaughlin, Vice President – Present at 7:00 pm

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

### **Approval of Minutes**

The April 16, 2009 (Regular Meeting) minutes were approved on a motion by S. Smith and seconded by W. Padilla. None were opposed.

### **Public Comment**

Comments were taken by the following individuals in support of Animal Control Officers Nancy Thompson and Jeffrey Sneddon.

Lisa Romano – Read a letter of support from Karen Banda  
79 DeWitt Ave  
Belleville, NJ

Nellie Reynolds  
45 Meadow Lane  
Bloomfield, NJ

Janice McManas  
626 Joraleman St  
Belleville, NJ

Karen Negrin  
802 Elm St  
Roselle Park, NJ

Clair DeSantis  
53 Parkway East  
Bloomfield, NJ

Carolyn Roberts  
7 Winding Way  
Verona, NJ

Ted Blagman  
218 Broad Ave  
Leonia, NJ

Joe Dwyer  
41 Hickory Rd.  
Nutley, NJ

Julie Cerqueira  
18 Downing St.  
Newark, NJ

Catherine Medcaff  
21 Old Bridge Rd.  
Short Hills, NJ

Simone Negrina  
23 Van Dine Ave  
Riverdale, NJ

Resident of  
227 Gould Ave  
West Milford, NJ

Paul Snider  
64 Nugent Dr.  
Clifton, NJ

Doreen Ciccone  
106 Cleveland Terr.  
Bloomfield, NJ

Judy Slattery  
71 Spring St  
Bloomfield, NJ

Judy Rodgers  
57 Hoover Ave

Bloomfield, NJ

Ruth Barns  
350 Park Ave  
Rutherford, NJ

Mary Synder  
64 Nugent Dr.  
Clifton, NJ

### **Licenses Pending Approval**

The March licenses were approved on a motion by James McLaughlin and seconded by J. Ponticello. None were opposed.

President Joel Elkins informed the Board that Nancy Thompson and Jeffrey Sneddon requested that their Closed Session personnel matter take place during the public portion of the meeting. The Closed Session discussion will follow the Feral Cat Management Report.

### **Unfinished Business**

**Feral Cat Management Pilot Update** – Amanda Mentis presented on the activities of the Trap, Neuter, Release (TNR) pilot program. The pilot was funded to provide for the altering of 15 feral cats that were to be trapped and released. Volunteers under the Neighbor to Neighbor Network's Humane Bloomfield TNR Program were responsible for the trapping, transportation and the release back to the location of trapping. Ms. Mentis discussed the logistical aspects of the program such as volunteer recruitment and training, program coordination, education, medical issues and the impact a successful TNR program can have on stabilizing the population. It was reported that 23 cats were trapped, 11 unaltered males and 8 unaltered females. Dr. Negrin, the Supervising Veterinarian for the Bloomfield Shelter provided the surgeries at a reduced rate. The group will be focusing on reviewing the "best practices" and providing a report to the Director outlining the program. It was requested that the Board fund an additional 15 surgeries at a cost of \$600.00 until another funding source was secured. An application has been submitted to the Bloomfield/Glen Ridge Animal League for additional funding and is awaiting a response. A discussion followed regarding the request and concern with the approval any additional funding given the current financial crisis. Board President J. Elkins stated that he would personally make a donation of \$600.00 to the Neighbor to Neighbor Network to fund the additional surgeries.

### **Employee Personnel Issue(s) moved from the Closed Session to the Open Session**

The Director advised the Board that she received written notification from Nancy Thompson, Jeffrey Sneddon, and Terry Broad requesting that their personnel issue discussion take place in the Open Session.

**Nancy Thompson** – the Director presented the preliminary notice of discipline that was served to Nancy Thompson on 4/20/09 and reviewed the facts leading up to the charges. Ms. Thompson was charged with failure to perform duties, conduct unbecoming a public employee, neglect of duty, misuse of public property and other sufficient cause. The Director informed the Board that a potential settlement was reached pending their approval. Nancy Thompson, with her attorney has agreed to a 30 day unpaid suspension, \$1,000 fine and to assume ownership of the remaining dog that was taken from Passaic.

**Jeffrey Sneddon** - the Director presented the preliminary notice of discipline that was served to Jeffrey Sneddon via certified mail on 5/8/09 and reviewed the facts leading up to the charges. Mr. Sneddon was charged with failure to perform duties, insubordination, conduct unbecoming a public employee, neglect of duty, misuse of public property, and other sufficient cause. The Director informed the Board that a potential settlement was reached pending their approval. Mr. Sneddon, with his attorney has agreed to a 10 day unpaid suspension and \$1,000 fine. The Director informed the Board that his suspension was reduced since he did not engage in removing the dogs from Passaic and other related actions to cover up the activities. He was however, aware of the activity and failed to report it to his superiors.

All Board members present were in favor of accepting the settlement agreement.

The Director informed the Board that there was another personnel matter scheduled for the Closed Session. The employee Terry Broad requested that the matter be heard in the Open Session.

**Terry Broad** – the Director informed the Board that she was in receipt of a grievance from a high school student participating in a work study program at the Bloomfield Shelter. The student accused Mr. Broad of yelling at her and another student and pushing the student with her. She reported the incident to the school and her parents. The matter is under investigation and the Board of Health attorney has contacted the school requesting that interviews be conducted. The Director was not aware of any assault charges being filed. However, one of the girls involved has refused to return to the shelter. The Director stated that she will keep the Board informed as the investigation into the facts progresses.

### **April Communications**

The Director reviewed the April communications.

### **Director of Health and Human Services April Report**

The Director reported on the activities related to H1N1. She informed the Board that the Department's Pandemic Emergency Operation Plans were activated and the Health

Department went into emergency procedures as outlined in the plan. Operations and communications were coordinated with Essex Regional Health Commission, the State Department of Health and the Bloomfield Office of Emergency Management. The Director commended the Nursing staff for their outstanding job in the absence of an onsite Health Officer. Donna Williams, Nursing Supervisor, worked closely with the local, county and state departments to insure that timely updates were provided to the team. Plans were reviewed and implemented as the situation evolved. A hotline was also set up to provide updated information to address the numerous concerns coming into the Health Department. The Director informed the Board that the Health Officer was notified that there was one “presumed” case of HINI and the Health Department was waiting to hear if it will be a “confirmed” case. The Health Department will continue to monitor the situation.

The Director discussed the ongoing flow of information that needed to be provided to schools, day care centers and health care providers in Bloomfield and Caldwell. Donna Williams and her team were instrumental in keeping the public informed during this health emergency. The Office of Emergency Management (OEM) worked with the Health Department to conduct a tabletop exercise with local officials to inform them of the situation and plans for the potential opening of distribution sites. The Director also informed the Board that plans were underway with the OEM to conduct a full scale exercise to open distribution sites to test our procedures. The exercise is expected to take place over the summer.

The Director reported that the Essex County Welfare van is scheduled to make monthly stops in Bloomfield. Paula Peikes, working with the County and Town Administrator was able to implement the program. The Human Services staff will be responsible for scheduling appointments as required by the program.

The Director informed the Board that the Neighbor to Neighbor Network will be holding a meeting on June 9, 2009. The focus of the meeting will be to recruit volunteers to serve on the Neighbor to Neighbor Network Board and implement the process for allocating the donated funds for the requested projects.

The Director’s Report was approved on a motion by J. Ponticello and seconded by S. Smith. None were opposed.

### **April Report**

The Financial Reports were approved on a motion by J. Ponticello and seconded by S. Smith. None were opposed.

### **Council Liaison’s Report**

Councilwoman Barker reported that the Budget was introduced and should be reviewed by the State by June 15, 2009.

### **New Business**

Resolution / Call-outs /Shelter – removed from the agenda

The following resolution to move to Closed Session at 8:21 p.m. was passed on a motion by W. Padilla and seconded by S. 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.   |
|   | (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.<br><br>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 9:14 p.m.

The Closed Session minutes of the April 16, 2009 meeting were passed on a motion by S. Smith and seconded by W. Padilla. All present voted in the affirmative..

The May 21, 2009 Regular Meeting of the Board of Health of the Township of Bloomfield was adjourned at 9:15 p.m. on a motion by S. Smith and seconded by W. Padilla. All present voted in the affirmative.

Respectfully Submitted,

Karen Lore, Acting Director  
Secretary to the Board