

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

January 16, 2008

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:07 p.m. by Lisa Levien, President, Board of Health.

MEMBERS PRESENT:

Lisa Levien, President; Dianna Lachman, Vice President; Bertha-Nora Acosta; JoEllen Bostick, Stephanie Davis, Dr. Lisa Wisotsky, Dr. Earl Marsan (arrived at 8:30 p.m.)

ALSO PRESENT:

Richard A. Lustgarten, Esq., Board of Health Attorney; Nelson Xavier Cruz, Director, Health Services/Secretary to the Board; Deborah Greene, Administrative Assistant/Office Manager/Registrar; Janet Kast, Executive Secretary.

O.P.M.A. STATEMENT

Adequate notice of this meeting was given, in compliance with the Sunshine Law, and published in The Record, The Press Journal, posted on the bulletin board at City Hall, and on the City's Web Page, all at least 48 hours prior to the date of this meeting. The Secretary of the Board has on file a copy of the notice for appropriate retention.

Mr. Lustgarten introduced the three new Board members, Bertha-Nora Acosta, JoEllen Bostick, and Stephanie Davis, all of whom signed an oath of office prior to the meeting, and welcomed them to the meeting. They briefly introduced themselves to the Board and the public in attendance.

4. Motion to approve Minutes of December 5, 2007 Regular Meeting

Mr. Cruz requested that the Minutes be amended to reflect three changes on page 2, paragraph 3 as follows: "Mr. Cruz reported that for October 2007, for Vital Statistics, there were 193 birth certificates, 50 death certificates, and 30 marriage certificates filed."

Motion to approve the minutes, as amended, was made by Ms. Lachman, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |           |                   |   |       |
|--------------------|---|-----------|-------------------|---|-------|
| Bertha-Nora Acosta | - | "Abstain" | Dianna Lachman    | - | "Yes" |
| JoEllen Bostick    | - | "Abstain" | Lisa Levien       | - | "Yes" |
| Stephanie Davis    | - | "Abstain" | Dr. Lisa Wisotsky | - | "Yes" |

Motion was carried.

5-9. Receipts/Bills/Employee Reports/Communications/Digest of Mail

Motion to approve items 5-9 was made by Ms. Lachman, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |           |                   |   |       |
|--------------------|---|-----------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes”     | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Abstain” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Abstain” | Dr. Lisa Wisotsky | - | “Yes” |

Motion was carried.

10. Motion to approve Retail Licenses (December 2007)

Motion to approve Retail Licenses for December 2007 was made by Ms. Lachman, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |           |                   |   |       |
|--------------------|---|-----------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Abstain” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes”     | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes”     | Dr. Lisa Wisotsky | - | “Yes” |

Motion was carried.

Ms. Levien requested that Mr. Cruz take the Chair and direct the nomination and election of Officers.

**REORGANIZATION**

2. Election of Officers

A. President

Mr. Cruz welcomed everyone to the Reorganization Meeting of the Board of Health for 2008. He asked for nominations for President of the Englewood Board of Health.

Dr. Wisotsky nominated Dianna Lachman for President, and Ms. Levien seconded the nomination. There were no other nominations. A roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes” | Dr. Lisa Wisotsky | - | “Yes” |

Mr. Cruz congratulated Ms. Lachman, as the new President of the Board of Health, and she assumed the Chair.

B. Vice President

Ms. Lachman requested nominations for Vice President of the Englewood Board of Health.

Dr. Wisotsky nominated Lisa Levien for Vice President, and Ms. Bostick seconded the nomination. There were no other nominations, and a roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes” | Dr. Lisa Wisotsky | - | “Yes” |

Ms. Lachman congratulated Ms. Levien, the new Vice President of the Board of Health.

C. Secretary

Ms. Lachman stated that Nelson Xavier Cruz would be serving as Secretary to the Board.

**RESOLUTIONS**

11. Reappointment of Department Staff

Motion to approve the Resolution reappointing the Englewood Health Department staff for 2008 was made by Ms. Levien, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes” | Dr. Lisa Wisotsky | - | “Yes” |

Motion was carried.

Ms. Lachman commended the staff for their hard work and expressed her desires for a great new year going forward.

12. Appointment of Board Attorney

Motion was made to approve the Resolution appointing Richard A. Lustgarten, Esq., of Goodman & Lustgarten, Board Attorney for the year 2008 by Ms. Levien, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes” | Dr. Lisa Wisotsky | - | “Yes” |

Motion was carried.

13. Regular Meeting Schedule

Motion was made to approve the Resolution setting the dates for the regular meetings of the Board for the year 2008 by Ms. Levien, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |       |                |   |       |
|--------------------|---|-------|----------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman | - | “Yes” |
|--------------------|---|-------|----------------|---|-------|

JoEllen Bostick - "Yes" Lisa Levien - "Yes"  
Stephanie Davis - "Yes" Dr. Lisa Wisotsky - "Yes"

Motion was carried.

14. Designation of Official Newspapers

Motion was made to approve the Resolution designating The Record and The Press Journal as the official newspapers of the Board of Health of the City of Englewood for the year 2008 by Ms. Levien, and seconded by Dr. Wisotsky. A roll call vote ensued:

Bertha-Nora Acosta - "Yes" Dianna Lachman - "Yes"  
JoEllen Bostick - "Yes" Lisa Levien - "Yes"  
Stephanie Davis - "Yes" Dr. Lisa Wisotsky - "Yes"

Motion was carried.

**ORDINANCES**

15. Ord. #08-01: Repeal of Massage Therapy Ordinance - Introduction

Mr. Cruz gave a brief summary of the reason for repealing the Massage Therapy Ordinance, indicating that the City, and the Board/Department specifically, is duplicating the process already in place at the State level which requires certification and fingerprinting.

Motion to approve Ordinance No. 08-01 to repeal Chapter 9 of the Health Code of the City of Englewood (Ordinance No. 05-02) entitled "Massage, Bodywork and Somatic Therapies" was made by Ms. Levien, and seconded by Dr. Wisotsky. A roll call vote ensued:

Bertha-Nora Acosta - "Yes" Dianna Lachman - "Yes"  
JoEllen Bostick - "Yes" Lisa Levien - "Yes"  
Stephanie Davis - "Yes" Dr. Lisa Wisotsky - "Yes"

Motion was carried.

**OLD BUSINESS**

16. 2006 Annual Report - draft (revised)

Mr. Cruz explained that when this was presented at the last Board Meeting on December 5, 2007, it was requested that certain items be removed or changed. Based on the discussion at the last meeting, all the messages, the former Director's, the former Chair's, and the President of the FRIENDS, were removed. Ms. Lachman asked if there were any additional comments on the report; there were none. Ms. Levien asked when the 2007 Annual Report was scheduled for. Mr. Cruz said it is usually completed in the Spring.

17. Englewood Health Department 2008 Budget

Mr. Cruz reported on a follow-up to the budget which was submitted at the last meeting, which had been submitted for approval. He stated that there were two phases - to meet with the Interim City Manager, which has taken place, and then before the City Council. The Interim City Manager had approved the proposed budget in its entirety, and in addition to the operating budget, there were three capital requests, which had been included in the Board packets.

In summary, the capital requests were for replacement of windows for the Public Safety Complex, which includes the Health Department, the Police Department, and Municipal Court. This request was submitted by the Health Department on behalf of these three entities. The second request, submitted by the Department on behalf of the City, is for an electronic document management system. A similar request was submitted a couple of years ago, but was rejected. Rather than the Health Department requesting the total cost of such a system, the cost would be shared between several City Departments. The third request was based on a new Federal law, passed about a year and a half ago. One requirement for compliance is that the Vital Statistics area ensure confidentiality and privacy of information. Based on that, the area where the birth, death, and marriage certificates are issued must be enclosed, restricting access only to Vital Statistics staff. These employees, as well as those who maintain and repair the equipment and the building proper, such as computer technicians, copier service and cleaning staff, will be required to undergo a Federal background check, instead of the State background check as administered by the City. The funding request is to enclose and redesign the existing area, making it more efficient and effective, as well as to comply with Federal security standards.

Dr. Marsan arrived at 8:30 p.m.

18. Meeting with Union Local 108

Mr. Lustgarten reported that negotiations with representatives of Local 108 had begun, with the Board and the City represented by Mr. Cruz, Mr. Lustgarten, and Mr. Gorman from Human Resources. He stated, for the benefit of new members, that the union was started several months ago, and includes non-supervisory personnel of different titles.

A very productive meeting on January 15, 2008 lasted over two hours. A draft contract was reviewed, with language taken from City's and the Board of Health's personnel manuals. There are some open items that were not resolved, but a lot of language issues were resolved. The financial recommendations of the negotiating team will come to this Board for approval, and ultimately the financial aspects of the contract itself would have to be approved by the City, since the City is the funding agency.

The next step is for Mr. Lustgarten to summarize, in writing, what was discussed for the members of the negotiating team and the union representatives. Another meeting is anticipated in two to three weeks, and the proposal will probably be presented to the Board for review by the March meeting. The negotiating team is doing the work so that, hopefully, all the issues and language will be worked out, and the Board will only need to address the financial aspects of the contract.

19. Sangria LLC

Mr. Cruz stated that a question was raised regarding Sangria LLC at the last Board meeting. Specifically, Sangria LLC is an organization with three separate business entities that we inspect –

Sangria Restaurant, 201, and Ruthie Mae's. He said what is unusual about this relationship is that these three individual restaurants share one kitchen, and the question of how to address non-compliance came up.

Mr. Cruz met with Peter Aballe, the City's Construction Code Official, and confirmed that each of the three entities had been issued an individual Certificate of Occupancy. Since the three entities share the same kitchen, if one is in non-compliance, all three are in non-compliance – meaning that each one of the entities will be cited for that violation. The owner will be so informed, and if there are any violations in the future, three violations will be issued.

Mr. Lustgarten added that another reason to cite all three was that if only one were cited, that defendant could blame the other two, and the case could not be proven. By citing all three, someone is responsible, and all parties are in one place before the Court. From a practical as well as a conceptual standpoint, it makes a lot of sense.

20. Health Officer Coverage/Recruitment

Mr. Cruz reported that recruitment for a Health Officer is underway, and several individuals had been interviewed. The process is ongoing. He said he would be sitting for the Health Officer exam in February and would also be a candidate. He said that if for some reason he was not allowed to take the exam, or was not successful in passing the exam, an individual will be hired and assume that responsibility.

Dr. Wisotsky asked when in February the exam was scheduled for. Mr. Cruz answered that it was the practice of the State to give notice two weeks in advance of the exam date, which is given three times a year – in November, February, and July. Dr. Wisotsky asked how long it usually took to get the results of the exam. Mr. Cruz said he had been told it is usually two to three weeks.

21. Request for Tuition Reimbursement

Ms. Lachman stated that the request for tuition reimbursement had been discussed at last month's Board meeting, and had been tabled. This request is to reimburse Mr. Cruz for courses he has taken to be eligible to sit for the Health Officer's exam.

Motion to accept the request for tuition reimbursement was made by Ms. Levien, and seconded by Dr. Wisotsky. A roll call vote ensued:

|                    |   |           |                   |   |       |
|--------------------|---|-----------|-------------------|---|-------|
| Bertha-Nora Acosta | - | "Yes"     | Dianna Lachman    | - | "Yes" |
| JoEllen Bostick    | - | "Abstain" | Lisa Levien       | - | "Yes" |
| Stephanie Davis    | - | "Abstain" | Dr. Lisa Wisotsky | - | "Yes" |
| Dr. Earl Marsan    | - | "Yes"     |                   |   |       |

Motion was carried.

**NEW BUSINESS**

22. Vital Statistics Hours

Ms. Greene stated that, last year, the Health Department had expanded the hours from 9:00 a.m. until 4:00 p.m. to 9:00 a.m. until 4:30 p.m., and also added one evening every month until 7:00 p.m. She requested the Board's consideration of the elimination of the evening hours, which was not cost effective. She said only one or two customers come in between 5:00 and 7:00 p.m., so it was difficult to justify having staff there for the extra two hours.

Dr. Wisotsky asked about the possibility of staying open until 5:30 p.m. once a month for those who work until 4:30 p.m. Mr. Cruz said the Department could try that for a few months and monitor it to see if it is worthwhile. If it's found that no one is utilizing that time, then they could abolish it and/or look at other options.

Ms. Levien asked where the hours were posted. Ms. Greene answered that this information is on our web page, in the Department, and people who call in are told what the late night is and that it is available to them. In other words, when they call and ask when we are open, we tell them we are also open on such and such an evening until 7:00 p.m.

Ms. Levien asked what percentage of people use the Internet to request vital records. Ms. Greene said it depended on whether it was convenient for the customer to come in. Some of the Internet orders are for people who live in towns close to Englewood, and some do not have Internet access, so they still send in mail requests with money orders. Those who live close by and need a certificate immediately come in to the office. There is a wide variety of service options, depending on the person's needs and how accessible they are to the office.

Mr. Lustgarten called for a consensus to accept Ms. Greene's recommendation for the reduction of hours, with Dr. Wisotsky's suggestion to remain open until 5:30 p.m. once a month. A roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | "Yes" | Dianna Lachman    | - | "Yes" |
| JoEllen Bostick    | - | "Yes" | Lisa Levien       | - | "Yes" |
| Stephanie Davis    | - | "Yes" | Dr. Lisa Wisotsky | - | "Yes" |
| Dr. Earl Marsan    | - | "Yes" |                   |   |       |

The consensus of the Board was that the Vital Statistics unit would remain open until 5:30 p.m., one evening per month. A follow-up report will be provided on usage.

### 23. Rabies Vaccination Voucher Program

Ms. Greene reported that the staff had been looking into the possibility of offering an additional service – rabies vaccinations through a veterinarian. Residents who miss the Department's rabies clinics could take their pet(s) for rabies vaccination at the veterinarian and have it paid for through the Dog Trust Fund. Matthew Traudt had checked with a couple of towns that offer this, to see what the contracted fee was, and Ms. Greene's recollection was that it ran \$8 or \$9 per pet.

She stated that Mr. Feinstein (CFO), did not have a problem with the arrangement, but the Department must enter into a contract with a veterinarian. A letter was written to Dr. Groskin, but Ms. Greene had become aware that he is about to retire, and she wasn't aware of another available veterinarian in Englewood.

One reason for considering this is that some of the residents do not want to go to the Shelter for the rabies vaccinations because they say it is not convenient and/or accessible. Ms. Greene said she did not know the other veterinarians in the area that were close enough that the residents would not find it a hardship to go to. She stated that the staff would like to consider this as another alternative option, and would like some input from the Board. If they were in favor of the idea, it would need to be brought to the City Council and/or City Manager as a contractual arrangement, and work on a contract with another veterinarian. Ms. Greene stated that one of the problems encountered is if the resident(s) miss the Department's rabies clinic, and a rabies vaccination is required before the license can be renewed, then they have to go somewhere. If it is not convenient for them to go to the Shelter, they are out of luck.

Ms. Lachman said she could get the names of some veterinarians in the area that she knows.

Mr. Lustgarten suggested that the Board have a consensus to consider the possibility of the City entering into a contract for appropriate veterinary services as described.

Dr. Wisotsky asked where the Shelter was located that was inconvenient for the people of Englewood to use. Ms. Greene responded that it was in Teterboro. Dr. Wisotsky asked why they couldn't go to their vet for a rabies shot. Ms. Greene answered that the veterinarian would charge them for another office visit, plus the rabies vaccination. Dr. Wisotsky asked how much advance notice do we give the public of the scheduled rabies clinics. Ms. Greene said the notices are sent out with the license renewal forms, always at the beginning of January. Dr. Wisotsky asked if the people had enough opportunity to plan. Ms. Greene said the renewal notices tell them when the rabies vaccination expires, and that enough information is provided that they should know that they can not renew their license if that vaccination expires before November 1 in the license year. She stated that the notice is included with their license renewal form each and every year, and that the staff also advises them that the State recommends the rabies vaccination be administered every two years, even though it expires in three years.

Ms. Lachman asked for a vote on the consensus to consider the City entering into a contract for veterinary services. A roll call vote ensued:

|                    |   |       |                   |   |           |
|--------------------|---|-------|-------------------|---|-----------|
| Bertha-Nora Acosta | - | "Yes" | Dianna Lachman    | - | "Yes"     |
| JoEllen Bostick    | - | "Yes" | Lisa Levien       | - | "Yes"     |
| Stephanie Davis    | - | "Yes" | Dr. Lisa Wisotsky | - | "Abstain" |
| Dr. Earl Marsan    | - | "Yes" |                   |   |           |

It was the consensus of the Board that the City should consider entering into a contract for veterinary services.

#### 24./25. Resignation of Sr. REHS/Recruitment & Hiring of REHS

Mr. Cruz informed the Board that he had regretfully received the resignation of one of the esteemed members of the Englewood Health Department, Ms. Priscilla Lewis, who had decided to take a position in the private sector. Ms. Lewis was one of our top performers, but has made a decision to move on, and Mr. Cruz has the unfortunate task of trying to replace her. It was difficult to find someone with her skill level, but the candidate for consideration is not only a Registered Environmental Health Specialist, but she is also a Certified Health Education Specialist. The new REHS will afford the Department more enhanced cross-coverage and cross-training.

Ms. Lachman advised the Board that some additional items had been included in their packets, along with a listing of the Board members and all their pertinent information. A draft of the bylaws of the Englewood Board of Health and a draft of the Board of Health Code of Conduct were provided and would be discussed at a subsequent meeting.

Ms. Lachman asked if anyone on the Board wished to comment before the meeting opened up to the Public Session.

Ms. Levien said she would like the Health Department to look into two matters. She recently had been made aware that there was a lice outbreak in the schools, and she would like to offer the services of our nurses to explore and intervene, if necessary, because they have been receiving many phone calls. She would also like to see, in our next publication, a listing of the necessary vaccinations and the recommended health check-ups for children, from the very young to high school age, in both English and Spanish, since we get a large influx of students into our schools mid-way through the year, .

Ms. Lachman wished everyone a good, prosperous, and healthy New Year and thanked them for coming to the meeting. She then asked for a Motion to open up the meeting for public comments. Motion was made by Ms. Levien and seconded by Dr. Wisotsky, A roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes” | Dr. Lisa Wisotsky | - | “Yes” |
| Dr. Earl Marsan    | - | “Yes” |                   |   |       |

Motion was carried.

### **PUBLIC SESSION**

Ms. Lachman announced that the Board was going to try to have a five minute rule for speakers, to allow everyone an equal amount of time. She asked the residents who wanted to speak to please state their name and address.

Curtis Caviness, 41 E. Forest Avenue

Mr. Caviness had a question about an item on the Agenda, “Tuition Reimbursement.” He said the Personnel Practice Manual does not include any provision for this. In fact, Section 1:10 only provides a Lump Sum Bonus after an employee has been with the department for not less than two years. He asked how and why is this being considered.

Mr. Caviness’s next question had to do with the Director’s Contract for Employment, item #5, which states: “the Director agrees to secure the required NJ State Health Officer’s License no later than six months...” Mr. Caviness asked if the six months were up, if the license had been obtained, and if not, what was being done about it.

Mr. Caviness’s third question was regarding the status of the notice of violation from the State dated October 4, 2007, from Richard Matzer regarding PHP Funding and Health Officer coverage.

He next asked which Health Officer prepared item #17 on the Agenda, the Budget.

His fifth question was who was preparing and certifying the Local Health Evaluation Report. He also asked who was doing the recruitment for the REHS position.

Mr. Caviness gave the Board all of his questions in writing and requested answers in writing.

Dr. Richard Pierson, 60 Lincoln St.

Dr. Pierson apologized for arriving late, and commented that it was incredible the meeting was in the Public Session after only 45-50 minutes. Dr. Pierson presented a progress report on the Pediatric Obesity Project, which has been in stages of gestation for two years, as a combined project between Englewood Hospital and Medical Center, the Englewood School System, and the Englewood Health Department. He reported on the positive developments of the project, and about Karen Dorsey, a pediatrician with an MPH, who is making a career working on pediatric obesity. He said that everyone here is aware of the pediatric obesity problem nation-wide, and the tremendous increase in diabetes. A partnership between the Obesity Research Center and the School of Public Health at Columbia University, Englewood Hospital and Medical Center, Englewood Health Department, and the schools of Englewood is in the works, and Dr. Pierson stated he would keep the Board up to date on this issue.

Kate Liebow, 348 Highland Road

Ms. Liebow asked for the amount of the tuition reimbursement requested. She also had a suggestion for the Vital Statistics hours, and said instead of increasing the hours, why not have it by request?

Mr. Cruz answered Ms. Liebow's question on tuition reimbursement. He said it was \$3,600 for two courses at the School of Public Health of the University of Medicine & Dentistry of New Jersey.

Alva Jones, 87 Dubois Ct.

Ms. Jones stated that she used to attend a lot of Board of Health meetings, but hadn't recently. She had a question about Sangria and the three restaurants using the same kitchen. She asked how that was allowed, and said it did not seem sanitary to her, and asked if they had been closed down.

Mr. Lustgarten said it had also raised a major question in his mind. He said that whatever the appropriate zoning certificate is in the jurisdiction of the Zoning board. This Board has jurisdiction over health issues, and couldn't give a good answer as to why three separate companies that were centrally controlled were issued three separate Certificates of Occupancy on the same premises. He said it is a very unusual situation, but for the jurisdiction of this Board, relating to health issues, the resolution has been that if there is a violation by any of the three, it will be considered a violation of all three.

Ms. Jones asked if the Board could issue them any type of violation, because she could not comprehend how three restaurants could occupy one kitchen. Ms. Levien said it could possibly be compared to a large hotel that had three kitchens and many different restaurants. Ms. Jones said that, in such a case, they would have a lot more space. Ms. Lachman told her that perhaps it could be brought up with the City Council.

Carter Jackson, Bergen County Branch of NAACP

Mr. Jackson referred to Sangria also, and said there are actually four restaurants within that building – Max is one, 201 is another, Sangria, and Ruthie Mae’s. He said if all four of them were having a function, he didn’t believe that kitchen was large enough for all four of them to be in there, and felt that needed to be checked. Mr. Jackson believed the premises are owned by Mr. Britton, but that Ruthie Mae is owned by Carl Redding. He didn’t know whether there was a special license for that or not, but thought it needed to be investigated.

Mr. Cruz said he and Enock Moochi (REHS) had met with Peter Aballe, and the information he received contained no mention of the fourth eating establishment. Mr. Jackson said there was a sign for Max’s.

Aaron Wilson, 165 Central Avenue

Mr. Wilson commented on item 22, the Vital Statistics hours, and inquired about the cost. He felt if the employees’ hours were staggered, there would be no cost. Mr. Wilson also felt the longer hours should not be limited to once a month, but should occur once a week. He said if someone needs a certificate, but can’t make it to the Department the one night they are open late, they should not have to wait a whole month. He thought the public should be made aware of the later hours, and said he believes we are in the business of public service, and should do more to help the public. He said he has witnessed someone arriving two minutes after closing and not being able to obtain the certificate they needed, while the employees are “milling around the office, basically doing nothing.”

Mr. Cruz said his point regarding staggering the hours was well taken, but took exception to his comment about employees “milling around”. He said the employees are reconciling, making sure records are corrected, etc. Mr. Wilson asked if there were three employees in Vital Statistics on a daily basis. Mr. Cruz said that was correct. Mr. Wilson said he didn’t think it took three people to finalize any particular day’s work. Mr. Cruz answered that they all work in different areas, with different functions, with different responsibilities. Mr. Cruz said that the mischaracterization of the staff was unwarranted and not factual.

Alva Jones

Ms. Jones said Dr. Wisotsky’s point was well taken, that many people do not have computers, so everyone is not on the Internet. She agreed with Mr. Wilson, that the office should be geared to the constituents because everyone works, and they don’t get off from work until five o’clock. She said they can’t take off from their job, so if the Department closes at 5:00, that doesn’t give that individual time to get what they need, and thought that consideration should be given to staying open until 6:00 p.m. Ms. Lachman said all those points were well taken, and that the Board would consider what they could do and how to do it best for everyone.

A Motion to close the Public Session was made by Dr. Marsan, and seconded by Ms. Levien. A roll call vote ensued:

|                    |   |       |                   |   |       |
|--------------------|---|-------|-------------------|---|-------|
| Bertha-Nora Acosta | - | “Yes” | Dianna Lachman    | - | “Yes” |
| JoEllen Bostick    | - | “Yes” | Lisa Levien       | - | “Yes” |
| Stephanie Davis    | - | “Yes” | Dr. Lisa Wisotsky | - | “Yes” |

Dr. Earl Marsan - "Yes"

Motion was carried.

Ms. Lachman congratulated the new Board members and thanked everyone for coming.

Motion to adjourn was made by Ms. Levien and seconded by Dr. Wisotsky.

All members voted "aye," in favor. Motion was carried.

The meeting officially adjourned at 9:20 p.m.

Respectfully submitted,

Nelson Xavier Cruz  
Secretary to the Board  
/jk