

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

March 14, 2012

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:04 p.m. by Dr. Lisa Wisotsky, Vice President, Board of Health.

MEMBERS PRESENT:

Dr. Lisa L. Wisotsky, Vice President; Bertha-Nora Acosta; JoEllen Bostick; Stephanie Davis; Dianna Lachman (arrived 8:15 p.m.); and Lisa Levien.

ALSO PRESENT:

Nelson Xavier Cruz, Director, Health Services/Health Officer/Secretary to the Board; Richard A. Lustgarten, Esq., Board of Health Attorney; and Janet Kast, Confidential Executive Secretary.

ABSENT/with apology:

Dr. Earl A. Marsan, President.

Mr. Cruz read the Open Public Meetings Statement. Dr. Wisotsky asked those present to stand for the Pledge of Allegiance.

2.A. Motion to approve Items 2.A.i. (Minutes of February 8, 2012 Meeting-Open/Closed); 2.A.ii. (Receipts – February, 2012); 2.A.iii. (Bills – February, 2012); 2.A.iv. (Employee Reports – February, 2012); 2.A.v. (Digest of Mail – February, 2012); 2.A.vi. (Communication – February, 2012).

Mr. Cruz reported that cash receipts for the month of February, 2012 were \$18,268.00. Vouchers/Orders for Payment for February, 2012 were \$8,580.64. Non-budget payments were \$890.18 in February, 2012. Electronic Death Registration Receipts for the month of February, 2012 totaled \$1,013.00.

Motion to approve Items 2.A.i.-vi. together was made by Ms. Levien, and seconded by Ms. Davis. Motion was approved 5-0.

2.B. Motion to approve Retail Licenses (February, 2012)

Mr. Cruz read the list of retail licenses to be approved. Mr. Lustgarten asked if he had received any objections to the renewal of these licenses. Mr. Cruz said he had not. Motion to approve the Retail Licenses for February, 2012 was made by Ms. Davis, and seconded by Ms. Bostick. Motion was approved 5-0.

2.C. Board Reports

There were no Board Liaison or Committee Reports this month.

3. Presentation by Christopher Cantisano, REHS

Chris Cantisano introduced himself to the Board and stated he had been with the Department since June, 2011. He updated the Board on current issues with restaurant inspections and problems he has encountered. He also spoke about the new service the Department would be providing on the City website; namely, the Environmental Health Unit will be regularly posting the results of restaurant inspections.

OLD BUSINESS

4. 2nd Rabies Clinic, Englewood Health Department

Mr. Cruz clarified the date of the second rabies clinic of the Department for 2012. The correct date is Thursday, April 19, 2012, from 6:00 p.m. to 7:00 p.m., at the Health Department.

5. Meeting with EPSD/BFC/Zone re: Sex Education

Mr. Cruz reported that at a meeting with the Principal of the Middle School, it was mentioned that the teen pregnancy rate was increasing, and as a result of that, a meeting was held with Mr. Schonfeld of Bergen Family Center and Ms. Corsini of the Zone. Mr. Cruz said he had also talked to the Urban League to discuss their possibly serving as a “drop-in” center for adolescents in need of counseling or other services, and in the meantime, was going to address this with Ms. Johnny, Youth Health Educator, and Ms. Buchta, Public Health Nurse, of the Department.

Mr. Cruz stated that he had applied for a grant which would enable the Department to conduct a pregnancy prevention program with the middle school students. He said he would be meeting with the Superintendent of Schools to request his approval of the program.

6. Status of the 2012 Englewood Family Health Festival

Mr. Cruz reported that the City Manager had approved the holding of the Englewood Family Health Festival on Friday, September 14, 2012, from 1:00 – 5:00 p.m., but said that the Health Department must remain open during that time. Mr. Cruz said a skeleton crew would be at the Department, and planning meetings would begin shortly.

7. 2012 Budget Update

Mr. Cruz reported that the Department’s 2012 budget was presented two weeks ago and he thought it had been well received. He said that the budget had been introduced at a City Council Workshop in the past week, and that the Department’s Operating Expenses had been reduced by 16%, or \$14, 200. He expressed his concern that with such a large cut to the budget, the Department could not meet contractual obligations, unanticipated expenses, emergency preparedness, and other items. A general discussion of the 2012 Department budget ensued, and Mr. Cruz is to keep the Board updated.

8. Update on Homelessness in Englewood

Mr. Cruz reported that he had recently attended a meeting in Morris County to learn about the new regulations regarding funding for homeless programs. He said the funding requirements are becoming stricter and require more collaboration and coordination between agencies. Mr. Cruz brought back the new information, which he will share at a meeting to discuss the homeless situation in Englewood on

March 28 with Father Robert Shearer of St. Paul's Episcopal Church, Vincent Urgola of North Hudson Community Action Corporation, and Mitch Schonfeld of Bergen Family Center.

9. FQHC Update

Mr. Cruz reported that he had attended a functional review between North Hudson Community Action Corporation and the hospital at the New Jersey Department of Health and Senior Services, which went extremely well. Their anticipated opening date is June/July of 2012, at 197 South Van Brunt Street. In addition to primary care, they plan to provide some specialized care on the site, and some by referral to the hospital.

Mr. Cruz stated that prior to that meeting, he had met with Dr. Jorge Vereza, the Chief Medical Officer of North Hudson Community Action Corporation, to discuss the need and their plans for providing dental and mental health services. North Hudson has a newly acquired mobile dental van, which we will try to schedule for Department events. They are planning to coordinate mental health services with Vantage Health, to avoid duplication of services.

NEW BUSINESS

10. Local 108 Contract Negotiations

Mr. Cruz reported that he had been contacted by Mr. Jasper Parnell, Business Agent for Local 108 Union, to initiate contract negotiations for 2012. Mr. Cruz said there could be no negotiations until the 2012 Department budget had been adopted by the Englewood City Council.

Mr. Lustgarten updated the Board on two pending dog bite cases in Englewood.

Mr. Lustgarten reported that Senator Weinberg had introduced several amendments to the Open Public Meetings Act and Open Public Records Act last week that are before a committee. One of the amendments states that board members or City Council members can not text during an open meeting. Another states that items could not be added to a published agenda after 48 hours unless the majority of the Board approved the addition. Another possible change would be to state on an agenda the approximate time public comment would be heard by the Board or the Council.

Ms. Levien suggested that at a future Board of Health meeting, members of the community from each of the four wards of Englewood be invited, along with the City Council members, to observe a regular Board of Health meeting, and learn what the Health Department does on a daily basis.

Ms. Lachman announced that the New Jersey Local Boards of Health Association is launching its new on-line program at the April 19, 2012 Health Officers meeting at the PNC Arts Center. She distributed the new booklets published by the NJLBHA to the Board.

Motion to open the time for public comment was made by Ms. Bostick, and seconded by Ms. Lachman. Motion was approved 6-0.

PUBLIC COMMENT

For the record, there were no members of the public present. Motion to close the time for public comment was made by Ms. Lachman, and seconded by Ms. Davis. Motion was approved 6-0.

Mr. Cruz then read the Closed Session Resolution as follows:

WHEREAS, the Open Public Meetings Act of the State of New Jersey permits the public to be excluded from certain matters to be discussed by the Board; and

WHEREAS, the Board of Health of the City of Englewood desires to discuss personnel matters and pending or anticipated litigation; and

WHEREAS, these matters are ones which permit the exclusion of the public from such discussion; and

WHEREAS, minutes will be taken during the closed session, and a summary of the minutes will be made available to the public by April 11, 2012, or upon approval of the minutes, or once the need for confidentiality no longer exists.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the City of Englewood, that the public be excluded, since these matters, as set forth above, are ones which permit the exclusion of the public from such discussion: Pending or anticipated litigation; employment matters relating to an employee unless the employee requests that the matter be discussed in public.

Motion to approve the Resolution to go into Closed Session was made by Ms. Lachman, and seconded by Ms. Davis. Motion was approved 6-0.

(Closed Session)

The upcoming Board of Health appointments and personnel issues with the Health Educator/Epidemiologist were discussed.

OPEN SESSION

Ms. Levien wished to return to the topic of the budget and asked if there is a budget line for emergencies. Mr. Cruz answered that there is not, but it has been possible to transfer monies from one category to another when it was needed. Mr. Lustgarten stated that there is an emergency process under local budget law whereby the Department could request the City Council to adopt an emergency appropriation, which the Council does to their budget, and then they allocate it to the Health Department budget. The City Council would have to make it up in the following year's budget. He said the transfer of money is generally from November 1 to March 31.

There being no further business, a motion to adjourn was made by Dr. Wisotsky, and seconded by Ms. Davis. All members voted "aye," in favor. Motion was carried.

The meeting ended at 9:55 p.m.

Respectfully submitted,

Nelson Xavier Cruz
Secretary to the Board
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