

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

August 8, 2012

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:03 p.m. by Dr. Lisa L. Wisotsky, President, Board of Health.

MEMBERS PRESENT:

Dr. Lisa L. Wisotsky, President; Bertha-Nora Acosta; Stephanie Davis; Lisa Levien; and Ketsia Alerte Sadler (arrived 8:04).

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: JoEllen Bostick, Vice President, and Dr. Earl A. Marsan.

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 July 11, 2012 Meeting – Open/Closed); 2. A. ii. (Receipts – July, 2012); 2. A. iii. (Bills – July, 2012); 2. A. iv. (Employee Reports – July, 2012); 2. A. v. (Digest of Mail – July, 2012); and 2. A. vi. (Communications – July, 2012).

Mr. Cruz reported that cash receipts for the month of July, 2012 were \$14,165.50. Vouchers/Orders for Payment for July, 2012 were \$4,985.20. Non-budget payments were \$1,176.00. Electronic Death Registration Receipts for the month of July, 2012 totaled \$1,036.00.

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

2. B. Motion to approve Retail Licenses – July, 2012

Mr. Cruz read the names of three retail licenses to be approved, as follows: Mr. Tod's Pie Factory, La'Mezza Restaurant, and Red Parrot Bistro Rock. He stated that there had not been any written or verbal objection to the approval of these licenses. Motion to approve the retail licenses for July, 2012 was made by Ms. Levien, and seconded by Ms. Davis. Motion was approved 5-0.

2. C. i. Board Liaison Reports

Ms. Davis reported that she and Mr. Cruz would be meeting with Dr. Donald Carlisle, Superintendent, Englewood Board of Education, on August 29, 2012.

ii. Committee Reports

There were no Committee Reports for July, 2012.

RESOLUTIONS

3. R12-12 Salary Increase of Director/Health Officer

Mr. Lustgarten requested that this item be moved to the Closed Session.

OLD BUSINESS

4. Englewood Family Health Festival

Mr. Cruz reported that he has been holding weekly meetings with staff planning the Englewood Family Health Festival. He said that so far, there are about 26 agencies participating in the festival, and 30 parking spaces have been allocated at Veterans Park. Mr. Cruz said letters promoting the festival have been sent to local houses of worship, and staff will be visiting them as well. The health festival is scheduled for Friday, September 14, 2012, rain or shine.

5. Cooling Centers

Mr. Cruz stated that the August 29 meeting scheduled with Dr. Carlisle and Ms. Davis is to explore the availability and use of the schools in each ward of the city as cooling centers. It was suggested that their use as warming centers in the winter also be discussed.

6. Pet Census

Mr. Cruz reported that the results of the 2012 Biennial Pet Census indicate that there are a total of 475 unlicensed pets in the City of Englewood, 96 cats and 379 dogs, which is about 1/3 of the pet population in the City. Letters were sent to residents found to have unlicensed pets. Those residents will have ten days to apply for a license before they are subject to a violation of Englewood's animal control code and a fine of up to \$50 for unlicensed cats and up to \$250 for unlicensed dogs. In addition, residents found to have pets whose licenses were not renewed will be charged a \$20 late fee for not registering by the February 29, 2012 deadline.

7. Meeting on the Homeless

Mr. Cruz reported that a meeting had been held on July 17, 2012 with Dr. Richard Pierson, Father Bob Shearer of St. Paul's Episcopal Church, Ms. Buchta, Public Health Nurse, and Ms. Johnny, Youth Health Educator, to discuss the planning and development of the homeless project in Englewood. The topics discussed included establishment of a partnership of houses of worship, funding avenues, management and leadership, and collaboration with existing homeless programs in contiguous communities.

8. Meeting on the Englewood FQHC

Mr. Cruz held a meeting on July 18, 2012 with Dr. Wisotsky, Ms. Bostick, and Mr. Urgola, Director of Operations of the North Hudson Community Action Corporation, to discuss the services being offered at the new Federally Qualified Health Center (FQHC) in Englewood, and the desire to avoid offering redundant services. Other matters discussed included exploring the availability of a back-up pediatrician from the FQHC to support the Health Department's CHC during vacation, personal, or sick leave. Mr. Cruz stated he had drawn up a Memorandum of Understanding with North Hudson Community Action Corporation for this service and was awaiting their reply.

9. Smoke-free Parks Resolution Initiative

Mr. Cruz stated that at the July 11, 2012 Board of Health Meeting, a presentation was provided by Karen Blumenfeld and Alan Kantz of Global Advisors on Smokefree Policy (GASP), with a draft resolution for the Board's approval for adoption in the City of Englewood. He asked the Board how to proceed with the Smoke-free Parks Resolution Initiative. Since such a resolution must be passed by the City Council, the Board requested that Mr. Cruz approach the City Manager, Mr. Dacey, with a copy of GASP's presentation and ascertain the City's interest in pursuing it.

NEW BUSINESS

10. Director, Health Services/Health Officer Vacation

Mr. Cruz advised the Board that he would be taking three vacation days, from August 20 to August 22, 2012.

PUBLIC COMMENT

Motion to open the time for public comment was made by Ms. Davis, and seconded by Ms. Acosta. Motion was approved 5-0. There being no public present, motion to close the time for public comment was made by Ms. Davis, and seconded by Ms. Levien. Motion was approved 5-0.

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 the Teaneck Proposal, Local Union 108 Contract Proposal, and a salary increase for the Health Officer; and

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

WHEREAS, minutes will be taken during the closed session, and a summary of the minutes will be made available to the public by 9-12-12 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: Collective bargaining agreement negotiations; 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. Levien, and seconded by Ms. Sadler. Motion was approved 5-0.

(Closed Session)

Dr. Wisotsky reported on her meeting with Mr. Dacey, City Manager, Ms. Bostick, and Mr. Lustgarten regarding the Local 108 contract proposal, and the Board discussed the various proposals. The topic of shared services was also discussed at length.

3. Resolution #R12-12 Salary Increase of Director/Health Officer

Mr. Cruz read Resolution No. R12-12, increasing the salary base of the Director/Health Officer one percent (1%) effective retroactive to January 1, 2011, and an additional one percent (1%) effective retroactive to January 1, 2012, amending his contract accordingly, in its entirety. Motion to approve Resolution R12-12 was made by Ms. Davis, and seconded by Ms. Acosta. Motion was approved 5-0.

ADJOURN

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

The meeting ended at 9:00 p.m.

Respectfully submitted,

Nelson Xavier Cruz
Secretary to the Board
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