

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

September 12, 2012

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:12 p.m. by JoEllen Bostick, Vice President, Board of Health.

MEMBERS PRESENT:

JoEllen Bostick, Vice President; Bertha-Nora Acosta; Stephanie Davis; Lisa Levien; and Dr. Earl A. Marsan.

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. Lisa L. Wisotsky, President, and Ketsia Alerte Sadler.

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

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

Mr. Cruz reported that cash receipts for the month of August, 2012 were \$16,183.50. Vouchers/Orders for Payment for August, 2012 were \$9,716.59. Non-budget payments were \$606.31. Electronic Death Registration Receipts for the month of August, 2012 totaled \$621.00.

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

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

Mr. Cruz read the names of two retail licenses to be approved, as follows: Tipicos Morazan Restaurant and Figura Ideal. 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 August, 2012 was made by Dr. Marsan, and seconded by Ms. Levien. Motion was approved 5-0.

2. C. i. Board Liaison Reports

Ms. Davis reported on the meeting she and Mr. Cruz had with Dr. Donald Carlisle, Englewood Superintendent of Schools, on August 29, 2012. She stated that Dr. Carlisle was open to the idea of utilizing the schools as temporary cooling/heating centers, although it was unlikely that there would be one in each ward of the City. Mr. Cruz will be meeting with the Facilities Director of the EPSD to follow up on this meeting.

2. C. ii. Committee Reports

There were no Committee Reports this month.

RESOLUTIONS

3. R12-13 Approving the contract between Local 108 and EHD

Mr. Cruz read Resolution No. R12-13 approving the contract between Local 108 and the Englewood Health Department in its entirety. Motion to approve Resolution No. R12-13 was made by Dr. Marsan, and seconded by Ms. Davis.

Mr. Lustgarten stated that the contract had been amended to include the salary increases approved by the Board at last month's meeting and to correct several of the Department titles. He also stated that there are several references in the contract to job grades, which do not exist in the Department. He said the same language had been used in the previous contract, but that he and Mr. Cruz had missed it. He said this opportunity should be taken to correct these items and make the language consistent with reality. He said if the Board approves these changes in the contract, he and Mr. Cruz would not recommend its signing by the Board President, Dr. Lisa L. Wisotsky, until the corrections in the language had been made.

Motion was approved 5-0.

OLD BUSINESS

4. Amended Contract of Director/ Health Officer Based on Resolution No. 12-12

Mr. Cruz read the Amendment to his Contract of Employment, based on Resolution No. 12-12, which was approved at the previous meeting by the Board. Mr. Lustgarten stated that no action needed to be taken by the Board on this, since it had already been voted on and approved. He said that once Dr. Wisotsky, as Board President, and Mr. Cruz sign it, it will be attached to his employment contract.

5. Englewood Family Health Festival

Mr. Cruz reported that after numerous weekly planning meetings with the staff, the Englewood Family Health Festival would be taking place on Friday, September 14, 2012, from 1:00 – 5:00 p.m., in Depot Square Park. He said there are 26 participating agencies.

6. Smoke-free Parks Resolution Initiative

Mr. Cruz reported that he had contacted the City Manager on this issue and provided him with a packet of information, as directed by the Board. He said he had received several phone calls from Ms. Karen Blumenfeld of Global Advisors on Smoke-free Policy (GASP), and had informed her that she should direct her questions to the City Manager.

NEW BUSINESS

7. Flu Clinic

Mr. Cruz announced that the Department's 2012 Flu Clinics would be held on Friday, September 21, 2012, from 9:30 – 11:30 a.m., at the Municipal Court, and on Friday, October 12, 2012, from 9:30 – 10:30 at the Health Department. He stated that six Department staff members would be utilized at the

clinic on September 21, as this year it is open not only to Englewood residents, but also to non-residents, and insurance information must be recorded by the Department.

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. Acosta. Motion was approved 5-0.

Mr. Lustgarten stated that it was his opinion that since the issue of Resolution No. 12-13, approving the contract between Local 108 and the Health Department, was discussed in Open Session, there was no need to go into a Closed Session.

ADJOURN

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

The meeting ended at 8:40 p.m.

Respectfully submitted,

Nelson Xavier Cruz
Secretary to the Board
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