

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

December 13, 2012

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:05 p.m. by Dr. Lisa L. Wisotsky, President, Board of Health.

MEMBERS PRESENT:

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

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.

Mr. Cruz read the Open Public Meetings Statement. All stood to recite the Pledge of Allegiance.

Father Robert Shearer of St. Paul's Church in Englewood and Dr. Richard Pierson, President of the Friends of the Englewood Health Department, attended the meeting to update the Board on the Homeless Project in Englewood. Motion to add their presentation to the Agenda as No. 1A. was made by Ms. Levien, and seconded by Ms. Sadler. Motion was approved 7-0.

1.A. Update on Homeless Project

Father Shearer reported on the difficulties encountered in trying to organize this project, and stated that it was decided to begin by holding a Thanksgiving dinner. He said it was a wonderful dinner attended by 80 people, and that another dinner is planned for Christmas. He stated that the overall plan is to provide lunches towards the end of each month, but that in the interim, holiday meals would be a place to start. He thanked Mr. Cruz and the Department staff for their help and support.

Dr. Pierson spoke about the role of the Health Department and feels it is more than providing birth certificates, dog licenses, etc. He estimates there are between 75 – 200 homeless people in Englewood and asks if Englewood has the capacity and the interest in taking care of these people. Dr. Pierson believes the Health Department should be relevant to the needs of the community.

2. A. Motion to approve Items 2. A. i. (Minutes of November 15, 2012 Meeting –Open/Closed); 2. A. ii. (Receipts – November, 2012); 2. A. iii. (Bills – November, 2012); 2. A. iv. (Employee Reports – November, 2012); 2. A. v. (Digest of Mail – November, 2012); 2. A. vi. (Communications – November, 2012).

Mr. Cruz reported that cash receipts for the month of November, 2012 were \$11,148.00. Vouchers/Orders for Payment for November, 2012 were \$2,721.69. Non-budget payments were \$803.25. Electronic Death Registration Receipts for the month of November, 2012 totaled \$901.00.

Motion to approve Items 2. A. i. – vi. was made by Ms. Bostick, and seconded by Ms. Davis. Motion was approved 7-0.

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

Mr. Cruz stated that there were four licenses to be approved, as follows: Keep It Sweet Desserts, Burgerwood, Cocoamains, and Burgundy's. He said that there had not been any written or verbal objection to the approval of these licenses. Motion to approve the retail licenses for November, 2012 was made by Ms. Bostick, and seconded by Ms. Sadler. Motion was approved 7-0.

2. C. i. Board Liaison Reports
ii. Committee Reports

There were no Board Liaison or Committee Reports for the month of November, 2012.

OLD BUSINESS

3. 2013 Budget Presentation

Mr. Cruz made his 2013 budget presentation to the Board, in anticipation of his presentation to the City Council. He discussed the many aspects of public health, and how it affects all of us. He listed many of the services provided to the Englewood community by the Health Department. The Board commented on his presentation and made some suggestions on how to improve it.

4. Supreme Oil

Mr. Lustgarten reported that a meeting had occurred with himself, Mr. Cruz, DPW, the City Engineer, and the attorneys from Supreme Oil. He said it is clear that the sewer back-up problem is coming from Supreme Oil, and that an inspection had been done. He stated the Court date is set for January 30, 2013.

5. Annual Performance Evaluation of Director/Health Officer

Ms. Bostick gave Mr. Cruz a copy of the Board's Annual Performance Evaluation of his performance for 2012. There was a brief discussion on staff training and cross-training of staff who would perform Mr. Cruz's duties in his absence, and the amount of time Mr. Cruz devotes each month looking for grants.

NEW BUSINESS

6. Date of January, 2013 Board of Health Meeting

It was the consensus of the Board to hold the next meeting on Thursday, January 10, 2013.

PUBLIC COMMENT

Motion to open the time for public comment was made by Ms. Bostick, and seconded by Ms. Acosta. Motion was approved 7-0. There being no members of the public present, motion to close the time for public comment was made by Ms. Davis, and seconded by Dr. Marsan. Motion was approved 7-0.

Mr. Cruz reminded the Board that he would be on vacation from December 24, 2012 to January 3, 2013.

There being no further business, a motion to adjourn was made by Ms. Levien, and seconded by Ms. Acosta. 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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