

**CITY OF ENGLEWOOD  
BOARD OF HEALTH REGULAR (REORGANIZATION) MEETING  
February 12, 2014**

1. The reorganization meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:03 p.m. by James Fedorko, Secretary to the Board.

**MEMBERS PRESENT:**

JoEllen Bostick, Vice President; Stephanie Davis; Lisa Levien; and Ketsia Alerte Sadler.

**ALSO PRESENT:**

James Fedorko, Director, Health Services/Health Officer/Secretary to the Board; Richard A. Lustgarten, Esq., Board of Health Attorney; and Janet Hart, Confidential Executive Secretary.

**ABSENT/with apology:**

Bertha-Nora Acosta; Dr. Earl A. Marsan; and Dr. Lisa L. Wisotsky, President.

Mr. Fedorko read the Open Public Meetings Statement and then asked those present to stand for the Pledge of Allegiance.

2. Oath of Allegiance for 2014 Appointments

Mr. Lustgarten administered the Oath of Allegiance to Ms. JoEllen Bostick and Ms. Stephanie Davis, Board of Health reappointments for 2014-16.

**REORGANIZATION**

3. Nomination/Election of Officers

a. President.

Motion to nominate Ms. JoEllen Bostick for President was made by Ms. Levien, and seconded by Ms. Davis. There being no other nominations for President, a motion to close the time for nominations for President was made by Ms. Davis, and seconded by Ms. Sadler. The motion to close the time for nominations for President was approved 4-0.

A roll call vote on the election of Ms. JoEllen Bostick as President of the Englewood Board of Health ensued:

Bertha-Nora Acosta	-	(Absent)	Dr. Earl A. Marsan	-	(Absent)
JoEllen Bostick	-	“Yes”	Ketsia Alerte Sadler	-	“Yes”
Stephanie Davis	-	“Yes”	Dr. Lisa L. Wisotsky	-	(Absent)
Lisa Levien	-	“Yes”			

Motion was approved 4-0.

Mr. Lustgarten congratulated Ms. Bostick, as the new President of the Board of Health, and she assumed the Chair and thanked everyone for their support.

b. Vice President.

Motion to nominate Ms. Lisa Levien for Vice President was made by Ms. Davis, and seconded by Ms. Sadler. There being no further nominations for Vice President, motion to close the time for nominations for Vice President was made by Ms. Levien, and seconded by Ms. Sadler.

Motion to close the time for nominations for Vice President was approved 4-0.

A roll call vote on the election of Ms. Lisa Levien as Vice President of the Englewood Board of Health ensued:

Bertha-Nora Acosta	-	(Absent)	Dr. Earl A. Marsan	-	(Absent)
JoEllen Bostick	-	“Yes”	Ketsia Alerte Sadler	-	“Yes”
Stephanie Davis	-	“Yes”	Dr. Lisa L. Wisotsky	-	(Absent)
Lisa Levien	-	“Yes”			

Motion was approved 4-0. Mr. Lustgarten congratulated Ms. Levien, the new Vice President of the Board of Health.

4. Committee Appointments

a. Personnel Committee

Ms. Bostick appointed the Vice President of the Board, Ms. Levien, along with Ms. Acosta and Ms. Sadler to make up the Personnel Committee.

b. Budget Committee

Ms. Bostick appointed Dr. Wisotsky and Dr. Marsan to the Budget Committee.

c. The Friends of the Englewood Health Department Committee

The FEHD Committee will consist of Ms. Levien, Ms. Sadler, and Ms. Acosta.

d. Obesity Committee

The Obesity Committee will consist of Ms. Davis and Ms. Sadler.

Ms. Bostick appointed Dr. Wisotsky City Council Liaison and Ms. Davis Board of Education Liaison.

## **RESOLUTIONS**

### 5. Resolution 14-02--Board of Health Regular Meeting Dates

Mr. Lustgarten read Resolution 14-02 in its entirety. Motion to approve Resolution 14-02 was made by Ms. Davis, and seconded by Ms. Levien. Motion was approved 4-0.

### 6. Resolution 14-03—Designation of Official Newspaper

Mr. Lustgarten read Resolution 14-03, designating *The Record* as the official newspaper of the Board of Health of the City of Englewood for the year 2014, in its entirety. Motion to approve Resolution 14-03 was made by Ms. Sadler, and seconded by Ms. Levien. Motion was approved 4-0.

### 7. Resolution 14-04—Reappointment of Department Staff

Mr. Lustgarten read Resolution 14-04 in its entirety. Motion to approve Resolution 14-04 was made by Ms. Levien, and seconded by Ms. Davis. Motion was approved 4-0.

## **ORDINANCES**

### 8. Ordinance 14-01 Amending Maximum Salary Ordinance 2013-2014 (Adoption)

Mr. Fedorko read the Resolution to Adopt Ordinance 14-01, entitled “An Ordinance Amending the Salaries of the Department of Health of the City of Englewood as of January 2, 2014,” which was introduced on January 8, 2014, and published in *The Record* on January 13, 2014.

Motion to open the time for public comment was made by Ms. Levien, and seconded by Ms. Davis. Motion was approved 4-0.

There were no comments or questions from the public. Motion to close the time for public comment was made by Ms. Sadler, and seconded by Ms. Davis. Motion was approved 4-0.

Motion to approve the Resolution to Adopt Ordinance 14-01 was made by Ms. Levien, and seconded by Ms. Sadler. Motion was approved 4-0.

### 9.A. Items for Approval

Motion to approve 9.A.i. (Minutes of January 8, 2014 Meeting-Open); 9.A.ii. (Receipts-\$12,882-January, 2014); 9.A.iii. (Bills-\$741.51-January, 2014); 9.A.iv. (Employee Reports-January, 2014); 9.A.v. (Digest of Mail-January, 2014); and 9.A.vi. (Communications-January, 2014.)

Motion to approve Items 9.A.i-vi. was made by Ms. Davis, and seconded by Ms. Levien. Motion was approved 4-0.

### 9.B. There were no retail licenses for January, 2014.

9.C. i. Board Liaison Reports (none)

ii. Committee Reports

Ms. Davis spoke, on behalf of the Obesity Committee, about the “Englewood to Paris” program. They are moving ahead with the planning for this event, which will take place in the Spring. They are looking for 60 Englewood residents to walk a mile a day for 60 days for their health and prizes.

**OLD BUSINESS**

10. 2014 Budget

Mr. Fedorko reported that he and Ms. Deborah Baldwin had met with the City Manager and the Chief Financial Officer of the City prior to the Budget Hearing, and that meeting had been very positive. He gave the Board a summary of his budget presentation, including changes in the Department budget, grants that have been applied for, and staffing changes. Ms. Bostick stated that the Department’s budget hearing is scheduled for Wednesday, February 19, 2014, at 6:30 p.m., at City Hall, and invited Board members to attend.

11. REHS Recruitment

Mr. Fedorko reported that a Registered Environmental Health Specialist had been offered the position, and had accepted, pending budget approval of the salary.

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At this time, Mr. Fedorko requested permission from the Board to add an item to the New Business agenda. He wished to speak about the probationary status of the Youth Health Educator. The Board President agreed to add this item.

Mr. Lustgarten requested permission to add an item, Pending Litigation, to the Closed Session agenda. The Board President agreed to add this item.

**NEW BUSINESS**

12. Programming for 2014

Mr. Fedorko presented a brief summary of the Department’s programming goals to the Board and discussed some of the new grants being applied for in 2014. One of the grants will help fund after-school programs for the youth. For adults, the Employee Wellness Program is already in place, and the “Englewood to Paris” initiative will begin shortly. The Department’s Health Educator provides programs for the elderly residents at SESCIL and the Bergen Family Center. A program taking place at the Recreation Center will be funded by the Community Development Block Grant, if approved, and will be open to all Englewood residents.

Mr. Fedorko stated that there will be lectures on cancer in the coming year, sponsored by CEED and Englewood Hospital and Medical Center. There will also be information disseminated on tick-borne diseases and how this ties in with the local deer population. The annual Rabies Clinic will take place on February 22, 2014.

On the subject of HIV/AIDS, there will be an increase in the educational programs in schools for the youth. Testing and education events are being scheduled in Bergen County, in conjunction with the Teaneck Health Officer, NJ Buddies, and Bergen Family Center.

#### 12A. Probationary Status – Youth Health Educator

Mr. Fedorko reported that he had completed the 6-month probationary evaluation of Ms. Lismary Espinal, and that she had satisfactorily met all the job related expectations for the position of Youth Health Educator for the 6-month probationary period. He recommended to the Board that they change the employment status of Ms. Lismary Espinal from probationary employee to regular employee, effective February 12, 2014.

Motion to approve the change in employment status of Ms. Lismary Espinal from probationary employee to regular employee, effective February 12, 2014, was made by Ms. Bostick, and seconded by Ms. Levien. Motion was approved 4-0.

#### **PUBLIC COMMENT**

Motion to open the time for public comment was made by Ms. Davis, and seconded by Ms. Sadler. Motion was approved 4-0.

#### Dr. Richard Pierson, 60 Lincoln St., Englewood

Dr. Pierson stated that the Health Officer wished to join the Englewood Rotary. Dr. Pierson said the Englewood Rotary is an excellent organization which connects people who live and/or work in Englewood, people who care about the community they live and work in. He urged the Board to think about having a Board member regularly attend Rotary meetings, to expand their interaction with the community.

#### Ms. Nellie Bobe, 376 Orchard St., Englewood

Ms. Bobe complimented the Department on the new programming for 2014, and thought the walking program will be a great success.

#### Ms. Glenda Frasier McGee, Dwight Morrow High School

Ms. Frasier McGee stated she is the Advisor for the NuLites of the Urban League for Bergen County, the Interact Club at Dwight Morrow High School, part of the Englewood Rotary, and the Role Model Group from the Hundred Black Women Coalition. She said the youth in these organizations would be willing to volunteer at the Department events, and would make enthusiastic helpers.

There were no further questions or comments from the public. Motion to close the time for public comment was made by Ms. Sadler, and seconded by Ms. Levien. Motion was approved 4-0.

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Mr. Fedorko 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 pending litigation; 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 March 12, 2014 (or upon approval of the minutes), and once the need for confidentiality no longer exists the minutes will be made available to the public,

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.

Motion to go into Closed Session was made by Ms. Davis, and seconded by Ms. Levien. Motion was approved 4-0.

The open session ended at 9:07 p.m.

**(Closed Session)**

The Board discussed pending litigation.

Respectfully submitted,

James Fedorko  
Secretary to the Board  
/jh