

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

May 13, 2015

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:05p.m. by JoEllen Bostick, President, Board of Health. Ms. Bostick congratulated Ms. Sadler, on behalf of the Board members, for attaining her goal of a doctorate in Health Education.

MEMBERS PRESENT:

JoEllen Bostick, President; Dr. Lisa Wisotsky, Vice President (arrived 8:17 p.m.); Bertha-Nora Acosta; Daniel Daniel; Stephanie Davis; Ketsia Alerte-Sadler; and Dr. Aliza Solomon.

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.

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

2. A. Items for Approval

Motion to approve 2. A. i. (Minutes of April 15, 2015 Meeting-Open/Closed); 2. A. ii. (Receipts – April, 2015 - \$33,044.00); 2. A. iii. (Bills – April, 2015 - \$23,685.92); 2. A. iv. (Employee Reports – April, 2015); 2. A. v. (Digest of Mail – April, 2015); and 2. A. vi. (Communications – April, 2015).

Motion to approve Items 2. A. i. – vi. was made by Ms. Davis, and seconded by Ms. Acosta. Motion was approved 6-0.

2. B. Motion to approve retail licenses – April, 2015

Mr. Lustgarten stated that since there were 38 retail licenses and 5 pool licenses to be approved, instead of reading them, they would be attached to the minutes as "Schedule A," as is the normal procedure. Mr. Fedorko said that there had not been any written or verbal objection to the approval of these licenses. Motion to approve retail licenses for April, 2015 was made by Dr. Solomon, and seconded by Mr. Daniel. Motion was approved 6-0.

ORDINANCES

3. 15-03 Maximum Salaries for 2015, 2016, and 2017 (Introduction)

Mr. Lustgarten stated that the original Ordinance No. 15-03 covered maximum salaries for two years, 2015 and 2016, but since the union contract with Local 108 (negotiated but not yet finalized) is a three year contract covering the years 2015, 2016, and 2017, the ordinance has been revised to include the third year. Mr. Lustgarten asked for a motion to withdraw Ordinance 15-03 as previously introduced. Motion to withdraw Ordinance 15-03 as previously introduced was made by Ms. Sadler, and seconded by Ms. Acosta. Motion was approved 6-0.

Mr. Lustgarten read the Resolution to Introduce Ordinance 15-03, as follows:

BE IT RESOLVED that Ordinance No. 15-03 entitled "An Ordinance Establishing the Salaries of the Department of Health of the City of Englewood as of January 1, 2015 and January 1, 2016 and January 1, 2017"

Be introduced and does now pass a first reading, and that said ordinance be further considered for final passage at a regular meeting of the Board of Health to be held at the Department of Health, 73 S. Van Brunt St., Englewood, New Jersey, on the 10th day of June, 2015, at 8:00 p.m., or as soon thereafter as the matter can be heard, and at said time and place, all persons interested be given an opportunity to be heard concerning the same, and the Board Secretary is hereby authorized and directed to publish said ordinance according to law prior to said hearing with a notice of its introduction and of the time and place, when, and where said ordinance will be considered for final passage.

Motion to introduce Ordinance 15-03 was made by Dr. Solomon, and seconded by Ms. Sadler. Motion was approved 6-0.

Motion to read the ordinance by title only was made by Ms. Sadler, and seconded by Ms. Davis. Motion was approved 6-0.

Mr. Lustgarten stated that the title of Ordinance 15-03 is "An Ordinance Establishing the Salaries of the Department of Health of the City of Englewood as of January 1, 2015 and January 1, 2016 and January 1, 2017."

4. 15-04 Personnel Practices Manual Revisions (Introduction)

Motion to read the ordinance by title only and introduce Ordinance 15-04 was made by Mr. Daniel, and seconded by Ms. Davis. Motion was approved 6-0.

Mr. Lustgarten read the Resolution to Introduce Ordinance No. 15-04 as follows:

BE IT RESOLVED that Ordinance No. 15-04, entitled "An Ordinance Revising Sections of the Guidelines for Employees of the Department of Health Entitled 'Personnel Practices Manual of the Department of Health, City of Englewood (Revised 2009)'" be introduced and

does now pass a first reading, and that said ordinance be further considered for final passage at a regular meeting of the Board of Health to be held at the Department of Health, 73 S. Van Brunt St., Englewood, New Jersey, on the 10th day of June, 2015, at 8:00 p.m., or as soon thereafter as the matter can be heard, and at said time and place, all persons interested be given an opportunity to be heard concerning the same, and the Board Secretary is hereby authorized and directed to publish said ordinance according to law prior to said hearing with a notice of its introduction and of the time and place, when, and where said ordinance will be considered for final passage.

OLD BUSINESS

5. Bergen Volunteer Medical Initiative (BVMI)

Mr. Fedorko reported that, in spite of being well publicized, the patient screening clinics at the Department for BVMI have been poorly attended. The Board asked him to provide them with flyers so they could also help advertise the clinics.

6. Walk with a Leader Program

Mr. Fedorko reported that there are 122 people signed up and participating in the Walk with a Leader Program. An average number of 48 people walk each time they meet. He said that the closing ceremony is on Friday, May 15, 2015, and the Visa gift cards would be raffled off. The program was considered a success, although not everyone was able to do an evening walk.

7. Local 108 Union Contract Approval

Mr. Lustgarten recommended deferring this for another month, as the contract had still not been signed and returned to the Department by the union representative. He said we had hoped to have the contract signed by the union prior to the Board meeting, so that the Board members would have had time to review it before the meeting.

He said there are also a few issues still pending, such as lump sum bonus awards for higher education. The question before the Board is, are staff entitled to a bonus each time they earn a new degree, or are staff limited to one award per person. This needs to be clarified in the contract. Ms. Bostick also felt that the terms "accredited college or university" should be added to the requirement for application for an award. These issues were discussed by the Board, and the consensus of the Board was to offer the higher education lump sum bonus award once per employee, and the college or university must be an accredited one.

Motion to defer approval of the contract with Local Union 108 until receiving the contract in final form from the union reasonably in advance of the next Board meeting, ie. at least ten days before the meeting, was made by Ms. Davis, and seconded by Ms. Acosta. Motion was approved 7-0.

Motion to authorize Mr. Fedorko to talk to the union representative about the higher education lump sum bonus being per person, not per degree, was made by Dr. Wisotsky, and seconded by Ms. Acosta. Motion was approved 7-0.

Motion to approve the addition of "any regionally or nationally recognized accredited college or university" to the requirements for the higher education bonus was made by Dr. Wisotsky, and seconded by Ms. Acosta. Motion was approved 7-0.

NEW BUSINESS

8. Annual Report on the State of the Englewood Community's Health

Mr. Fedorko began his presentation by stating that the mission of the Health Department is to improve the health of the citizens of Englewood by preventing disease and promoting wellness. He said the problems Englewood faces are the same as those faced all over New Jersey and the country: diabetes and obesity. He discussed the relationship between obesity and heart disease, diabetes, stroke, and cancer.

Mr. Fedorko said that many Health Department programs are aimed at trying to decrease obesity, and staff are working on grants with the same goal. He said his other goal is to decrease the rate of HIV/AIDS. Englewood's HIV cases are roughly 1% of the population.

In summary, Mr. Fedorko discussed the grants being worked on and problems encountered in grant applications, as well as the increases in health care costs.

9. Recommended changes to Health Code

1) Temporary Food License – add late application fee

The Board discussed charging a fee for temporary food license applications that are late or arrive on the day of the event at the Department, to encourage better planning on the part of the vendors.

It was the consensus of the Board to impose a \$25 late fee on any applications for a temporary food license not submitted at least three days before the event.

Dr. Solomon apologized and excused herself from the meeting at 9:15 p.m.

2) Food Service Manager – mandatory to obtain prior to a retail food license

Mr. Fedorko explained that when someone opens a restaurant in Englewood, they need a Food Service Manager license. They are given six months to obtain that license. Mr. Fedorko would like to require the restaurant to have a Food Service Manager's license before it opens.

The Board asked Mr. Fedorko to find out what other towns in Bergen County are doing in that regard, whether a Food Service Manager's license is mandatory before opening, or not. The discussion was then deferred to the June Board Meeting.

10. Other Business

Dr. Wisotsky inquired about the person that was hired to do exercise programs for the Department. Mr. Fedorko said that was working out very well, and the program had been expanded to other groups.

PUBLIC COMMENT

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

The public had left the meeting before this point, so Mr. Lustgarten requested a motion to close the time for public comment.

Motion to close the time for public comment was made by Ms. Sadler, and seconded by Ms. Acosta. Motion was approved 6-0.

ADJOURN

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

The meeting adjourned at 9:25 p.m.

Respectfully submitted,

James Fedorko
Secretary to the Board
/jh

SCHEDULE 'A'

**ENGLEWOOD
DEPARTMENT OF
HEALTH LICENSE
APPROVALS**

APRIL 1, 2015 THRU APRIL 31, 2015

	License #	License Type	Issue Date	Business	Fee
1	2015-142	Type I - Food Markets	4/8/2015	H MART	\$650.00
2	2015-144	Type I - Food Markets	4/8/2015	WALGREENS	\$650.00
3	2015-145	Type I - Food Markets	4/8/2015	RITE AID #7867	\$250.00
4	2015-146	Type I - Food Markets	4/8/2015	JORDAN CONVENIENCE CORNER CORP	\$250.00
5	2015-147	Type I - Food Markets	4/8/2015	GRAND LIQUORS DELI	\$250.00
6	2015-148	Type I - Food Markets	4/8/2015	WICHE'S N BREW	\$250.00
7	2015-154	Type I - Food Markets	4/13/2015	CVS/PHARMACY #10379	\$250.00
8	2015-160	Type I - Food Markets	4/15/2015	TALAE VII (DUNKIN DONUTS)	\$250.00
9	2015-162	Type I - Food Markets	4/15/2015	MATISSE CHOCOLATIER INC	\$250.00

10	2015-163	Type I - Food Markets	4/15/2015	ENGLEWOOD GAS MOBIL STATION	\$250.00
11	2015-176	Type I - Food Markets	4/17/2015	MR. TOD'S PIE FACTORY	\$250.00
12 C	2015-106	Type I - Food Markets	4/2/2015	SHOPRITE OF ENGLEWOOD	\$750.00
13	2015-181	Type I - Food Markets	4/27/2015	SHOPRITE LIQUORS OF ENGLEWOOD	\$300.00
14	2015-141	Type II - Restaurants	4/8/2015	INTERNATIONAL HOUSE OF PANKACKES	\$300.00
15	2015-143	Type II - Restaurants	4/8/2015	NAMOODOL	\$250.00
16	2015-150	Type II - Restaurants	4/10/2015	EAST & WEST TEX-MEX GRILL	\$250.00
17	2015-151	Type II - Restaurants	4/13/2015	TRATTORIA CARPACCIO	\$250.00
18	2015-152	Type II - Restaurants	4/13/2015	MERSINA'S	\$250.00
19	2015-153	Type II - Restaurants	4/13/2015	IS-A-BERRY LE CAFÉ	\$250.00
20	2015-167	Type II - Restaurants	4/15/2015	KENNEDY FRIED CHICKEN	\$250.00
21	2015-169	Type II - Restaurants	4/15/2015	CROWN FISH & CHICKEN	\$250.00
22	2015-174	Type II - Restaurants	4/16/2015	BOOMERANGS	\$250.00
23	2015-175	Type II - Restaurants	4/16/2015	ROCKWOOD CAFÉ	\$250.00
24	2015-177	Type II - Restaurants	4/27/2015	LA CUMBIA SALVADORENA	\$250.00

25	2015-182	Type II - Restaurants	4/27/2015	WENDY'S OLD FASHIONED HAMBURGERS	\$250.00
26	2015-161	Type V - Sweets, Candy, Gum	4/15/2015	201 SMOKE SHOP	\$40.00
27	2015-155	Vending	4/13/2015	STRIKER ORTHOPEDICS (YUMMY MEMORIES)	\$25.00
28	2015-156	Vending	4/13/2015	INGLEMOOR CENTER- VENDING SUPERIOR COFFEE	\$50.00
29	2015-157	Vending	4/13/2015	APM HEXSEAL CORP	\$75.00
30	2015-164	Vending	4/15/2015	LE GOURMET FACTORY	\$25.00
31	2015-165	Vending	4/15/2015	BENZEL BUSCH (GRAND)	\$50.00
32	2015-166	Vending	4/15/2015	BENZEL BUSCH (W. SHEFIELD)	\$50.00
33	2015-168	Vending	4/15/2015	ETD DISCOUNT TIRES (HITECH SNACKS)	\$25.00
34	2015-170	Vending	4/16/2015	CITY SPORTS (M&C VENDING)	\$50.00
35	2015-171	Vending	4/16/2015	SHOPRITE OF ENGLEWOOD VENDING	\$75.00
36	2015-172	Vending	4/16/2015	ACME GEAR CO	\$75.00
37	2015-173	Vending	4/16/2015	MORIAH SCHOOL (M&C VENDING)	\$50.00
38	2015-178	Type VI -Shared Kitchen	4/27/2015	LE GOURMET FACTORY	\$1,500.00

39	2015-149	General-Pool	4/9/2015	BROWNSTONE @ ENGLEWOOD SOUTH	\$300.00
40	2015-158	General-Pool	4/13/2015	OAK TRAIL TOWNHOUSE POOL	\$300.00
41	2015-159	General-Pool	4/15/2015	SHEFFIELD AT ENGLEWOOD SOUTH	\$300.00
42	2015-180	General-Pool	4/27/2015	TRIBUTARY GARDENS ASSOC POOL	\$300.00
43	2015-179	General-Pool	4/27/2015	KENWOOD ESTATES CONDOMINIUM	\$300.00

V=VOID E=EXEMPT

C=CORRECTION

*license number 106 approved in March as Shoprite
Liquors correct entry license 106 Shoprite Supermarket*

GRAND TOTAL

\$11,240.00