

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

September 9, 2015

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:00 p.m. by JoEllen Bostick, President, Board of Health.

MEMBERS PRESENT:

JoEllen Bostick, President; Dr. Lisa Wisotsky, Vice President; Bertha-Nora Acosta; Daniel Daniel; Stephanie Davis; Dr. Ketsia Alerte-Sadler; and Dr. Aliza Solomon (arrived 8:05 p.m.).

ALSO PRESENT:

James Fedorko, Director, Health Services/Health Officer/Secretary to the Board; Deborah Baldwin, Assistant to the Director of Health; 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 July 8, 2015 Meeting); 2. A. ii. (Receipts-July, 2015-\$19,988.50/August, 2015-\$16,318.50); 2. A. iii. (Bills-July, 2015-\$12,696.37/August, 2015-\$4,927.38); 2. A. iv. (Employee Reports – July/August, 2015); 2. A. v. (Digest of Mail-July/August, 2015); and 2. A. vi. (Communications-July/August, 2015).

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

2. B. Motion to approve retail licenses – July/August, 2015

Mr. Lustgarten stated that there were seven licenses to be approved, as follows: Hana Grand Pharmacy, Vada2gro, Inc., Earthy LLC, Kim Chi Smoke, Executive Caterers, Carmas Soul Food Kitchen, and Romulus. Mr. Fedorko said there had not been any written or verbal objection to the approval of these licenses. Motion to approve retail licenses for July/August, 2015 was made by Ms. Davis, and seconded by Ms. Acosta. Motion was approved 6-0.

2. C. i. Board Liaison Reports

Committee Reports

There were no Board Reports for the months of July and August, 2015.

Since the next item on the Agenda was a presentation on the Stigma Free Initiative, and some of the invitees had not arrived yet, the Board agreed to change the order of the items on the Agenda.

RESOLUTIONS

4. Resolution 15-10 – Appointment of Health Educator

Mr. Lustgarten read Resolution 15-10, appointing Lismary Espinal to the position of Health Educator, effective September 1, 2015, in its entirety. Motion to approve Resolution 15-10 was made by Daniel Daniel, and seconded by Dr. Ketsia Sadler. Motion was approved 6-0.

5. Resolution 15-11 – Salary Increase of Confidential Executive Secretary

Mr. Lustgarten read Resoluton 15-11, granting a salary increase of 1.75% (one and three-quarter percent) to the Confidential Executive Secretary, Janet Hart, retroactive to January 1, 2015, in its entirety. Motion to approve Resolution 15-11 was made by Ms. Acosta, and seconded by Mr. Daniel. Motion was approved 6-0.

6. Resolution 15-12 – Resolution for Contract with General Code for the Codification of Health Code

Mr. Lustgarten read Resolution 15-12, authorizing execution of a contract with General Code LLC. for the codification of the ordinances of the Board of Health of Englewood, New Jersey, in its entirety, with two corrections. Motion to approve Resolution 15-12 was made by Dr. Wisotsky, and seconded by Mr. Daniel. Motion was approved 6-0.

PRESENTATION

3. Stigma Free Initiative

Mr. Fedorko welcomed those present and introduced the speaker, Michele Hart-Loughlin, of the Bergen County Health Department. Ms. Hart-Loughlin is the Program Coordinator of the Stigma Free Initiative. She began her presentation by sharing with the Board and the public the history, background, and goals of the stigma-free initiative.

Ms. Hart-Loughlin provided details of what other Bergen County municipalities are doing, for example, combining forces in a joint task force, working with the Municipal Alliance, effecting changes in the schools' curricula to educate children about mental illness, and organizing dance troupes' performances on the stigma-free theme.

Following Ms. Hart-Loughlin's presentation, a discussion ensued regarding how to best respond to situations involving mental illness, employment constraints, caps in medical care, and fear and resistance from the public.

Ms. Hart-Loughlin talked about a new proposal for a clinical outreach team, called "Hoard and Go." She also emphasized the importance of better communication between patients' families and police officers, and developing a crisis plan with them, before a crisis occurs. She offered to serve as a resource person, wished the Board good luck in their endeavor, and distributed additional information.

Task force volunteers were recruited. They will decide how this initiative will develop in Englewood. Ms. Deborah Baldwin, Assistant to the Director of Health and Englewood Municipal Alliance Coordinator, stated that some funds from the Municipal Alliance could be used for expenses incurred for the Stigma Free Initiative, such as signs, T-shirts, etc.

ORDINANCES

7. 15-06 To Amend Chapter 13, "Retail Food Service Establishments," of the Health Code of the City of Englewood, NJ (Public Hearing/Adoption)

Motion to read the ordinance by title only and open the time for public comment was made by Ms. Davis, and seconded by Ms. Acosta. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

Mr. Lustgarten stated that the title of Ordinance 15-06 is "An Ordinance to Amend Chapter 13, 'Retail Food Service Establishments,' of the Health Code of the City of Englewood, New Jersey to Revise the Requirements for Food Service Manager Certification."

There were no comments or questions from the public. Motion to close the time for public comment was made by Dr. Solomon, and seconded by Dr. Sadler. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

Mr. Lustgarten read the Resolution to Adopt Ordinance No. 15-06, as follows: "Be it resolved that Ordinance No. 15-06 entitled 'An Ordinance Revising Chapter 13 of the Health Code of the City of Englewood, in the County of Bergen, New Jersey, Retail Food Service Manager Certification,' was introduced on the 8th day of July, 2015 and was published in *The Record* on July 15, 2015, and was posted on the bulletin board in the principal Municipal Building of this municipality, on which bulletin board public notices are customarily posted, and that copies of said ordinance were made available to members of the general public requesting the same; and a public hearing was held thereon on September 9, 2015; now therefore, be it resolved, that this ordinance be passed upon second and final reading, and that the Board Secretary be authorized to advertise the same according to law."

Motion to adopt Ordinance No. 15-06 was made by Ms. Davis, and seconded by Ms. Acosta. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alert Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

NEW BUSINESS

8. Grants

Mr. Fedorko reported that the Department had recently received a \$5,000 Community Development Block Grant. The diabetes program held in late Spring, 2015, which was funded by last year's grant, was quite successful. He said a similar program will be organized by the Department's new Health Educator with this grant.

9. Flu Shot Clinics

Mr. Fedorko stated that the flu shot clinics would be run the same way as last year's. He said the Department had received 200 free flu shot vouchers from the State of New Jersey, which will be distributed by Walgreen's. The Department's Public Health Nurse, along with Walgreen's, will hand out these vouchers for people with no health insurance at the Hispanic Festival on September 19, 2015. There will also be a flu shot clinic at the Englewood Public Library on October 8, and again at Shiloh AME Zion Church on October 10.

10. Other Business

There was no further business to discuss.

PUBLIC COMMENT

Motion to open the time for public comment was made by Ms. Acosta, and seconded by Ms. Davis. Motion was approved 7-0.

There were no questions or comments from the public.

Motion to close the time for public comment was made by Ms. Davis, and seconded by Ms. Acosta. Motion was approved 7-0.

On behalf of the Director/Health Officer, Mr. Lustgarten requested a change in the order of items to be discussed in Closed Session, to which the Board agreed.

Mr. Lustgarten 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 personnel and contract negotiation; 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 December 1, 2015, or upon approval of the minutes, and once the need for confidentiality to 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: Collective bargaining agreement negotiations; Employment matters relating to any specific prospective or current employee unless the individual requests in writing that the matter be discussed in public.

Motion to begin the Closed Session was made by Mr. Daniel, and seconded by Ms. Acosta. Motion was approved 7-0.

(Closed Session)

The Board discussed an addendum for the Local 108 contract and the 2015 evaluation of the Director/Health Officer.

ADJOURN

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

The meeting adjourned at 10:10 p.m.

Respectfully submitted,

James Fedorko
Secretary to the Board
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