

**REORGANIZATION
AND
REGULAR MEETING
OF THE OAKLAND BOARD OF HEALTH**

January 19, 2021 - 7:30 p.m.

Zoom Meeting

REORGANIZATION MEETING

CALL TO ORDER

Mr. Tiffinger called the meeting to order at 7:40 PM.

ROLL CALL

Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

ABSENT MEMBERS

There were no absent members.

OTHERS PRESENT

Thomas J. Romans, Esq. and Principal REHS Kristin Caperino, REHS Gary Dorsi

MEETING ANNOUNCEMENT

Mr. Tiffinger announced that the meeting was being held in accordance with the open public meetings law, duly announced, submitted to the newspaper and advertised more than 48 hours in advance of the meeting and notice posted in the municipal building and on the borough website.

NOMINATE & APPOINT PRESIDENT

Mr. Tiffinger called for nominations for President.

Mr. LaForgia nominated Mr. Tiffinger. With no other nominations having been made, nominations were closed.

Mr. Tiffinger thanked the Board and accepted the nomination to serve as President.

On motion of Mr LaForgia, seconded by Mr. Talucci, Mr. Tiffinger was appointed President of the Board of Health for the year 2021.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

NOMINATE & APPOINT VICE-PRESIDENT

Mr. Tiffinger called for nominations for Vice-President.

Ms. Ashkenazi nominated Mr. LaForgia for Vice-President, seconded by Mr. Ashkenazi. With no other nominations having been made, nominations were closed.

* Mr. LaForgia thanked the Board and accepted the nomination to serve as Vice-President.

On motion of Mr. Provenzale, seconded by Mr. Tiffinger, Mr. LaForgia was appointed Vice-President of the Board of Health for the year 2021.

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Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenziale, Mr. Talucci, Mr. Tiffinger

NOMINATE AND APPOINT ATTORNEY

Mr. Tiffinger called for nominations for Board of Health Attorney.

Mr. Tiffinger nominated Thomas J. Romans, Esq., seconded by Mr. Provenziale. With no other nominations having been made, nominations were closed.

Mr. Romans thanked the Board and accepted the nomination.

Mr. Romans thanked the Board for the appointment.

On motion of Mr. Provenziale, seconded by Mr. Talucci, Mr. Romans was appointed Board of Health Attorney for the year 2021.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenziale, Mr. Talucci, Mr. Tiffinger

2021 PROFESSIONAL SERVICES CONTRACT

Mr. Tiffinger reported that the 2021 Professional Services Contract would remain the same as it was for 2020.

Mr. Tiffinger called for a motion to approve and execute the 2021 Professional Services Contract.

On motion of Mr. LaForgia, seconded by Mr. Tiffinger, the 2021 Professional Services Contract with Thomas J. Romans, Esq. was approved and Mr. Tiffinger was authorized to execute same.

Roll Call: All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenziale, Mr. Talucci, Mr. Tiffinger

PROFESSIONAL SERVICES RESOLUTION, #1-21

Mr. Tiffinger called for a motion to adopt Professional Services Resolution #1-21

On motion of Mr. LaForgia, seconded by Mr. Tiffinger, Professional Services Resolution #1-21 was adopted.

Roll Call: All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenziale, Mr. Talucci, Mr. Tiffinger

DESIGNATE OFFICIAL NEWSPAPER

Mr. Tiffinger asked for a motion to designate the The Record as the official publication and Suburban News as a back-up.

On motion of Mr. Provenziale, seconded by Mr. LaForgia, The Record was designated as the official publication to receive all Board of Health legal notices in 2021, providing however, that in the event a deadline cannot be met by The Record, the Suburban Trends is designated to receive such notices as well as other public meeting notices.

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Roll Call: All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

ADOPT BY-LAWS

Mr. Tiffinger asked if anyone wanted to make changes to the By-Laws. No changes were proposed.

On motion of Mr. Provenzale, seconded by Mr. Laterra, the By-Laws were adopted for the year 2021.

Roll Call: All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

ADJOURNMENT

Mr. Tiffinger asked for a motion to adjourn the Re-organization Meeting.

On motion of Mr. Talucci, seconded by Mr. Laterra, the Re-organization portion of the meeting was adjourned at 7:48 PM.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

REGULAR MEETING

REGULAR BUSINESS

CALL TO ORDER

Mr. Tiffinger called the meeting to order at 7:48 PM.

ROLL CALL: Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

ABSENT MEMBERS

There were no absent members.

OTHERS PRESENT

Board of Health Attorney Thomas J. Romans, Principal REHS Kristin Caperino, REHS Gary Dorsi

MEETING ANNOUNCEMENT

Mr. Tiffinger announced that the meeting was being held in accordance with the open public meetings law, duly announced, submitted to the newspaper and advertised more than 48 hours in advance of the meeting and notice posted in the municipal building and on the borough website.

PUBLIC COMMENT

No members of the public were present.

ADOPTION OF MINUTES

The Board reviewed the December 2020 minutes.

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On motion of Mr. LaForgia, seconded by Mr. Provenzale, the December 2020 minutes were approved.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

REVIEW REPORTS

The Board reviewed the following reports:

- BCDHS Public Health Nursing & Activity Report & CDRSS Report & School Audits– December
- REHS' Monthly Report – December
- Tyco Animal Control Report – December
- Secretary's/Registrar's Report – December

On motion of Mr. Provenzale, seconded by Mr. LaForgia, the reports were accepted.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

PAYMENT OF BILLS

The Board reviewed the following bills:

Services to be Charged to 2020 Budget:

1/4/2021 – Tyco (Animal control services December 2020)	\$ 1300.00
1/4/2021 – Tyco (Emergency response services December 2020)	\$ 120.00
1/19/21 - Waldwick (Per 2020 Waldwick Interlocal Agreement – July Sept Oct Nov, [no clinics in April, May, June, August, or December due to Covid-19])	\$ 35.00

Charged to 2021 Budget:

1/4/2021 – Thomas J. Romans, Esq (Professional Services Retainer January 2021)	\$ 243.75
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On motion of Ms. Ashkenazi seconded Mr. LaForgia, the Board approved the bills for payment.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

UNFINISHED BUSINESS

GIANT FARMERS MARKET CONDITIONAL STATUS

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Brian Chung, of 19 River Street in Little Ferry, who is a manager for Giant Farmer's Market was present on behalf of Giant Farmer's Market.

Mr. Tiffinger stated that Giant Farmer's Market has been called before the Board two times previously, and he asked that Mr. Chung explain how the violations are being addressed.

Mr. Chung stated that the salad bar items were being labeled with dates and that they corrected all of the issues that were pointed out to them.

Mr. Talucci asked Mr. Chung what his capacity as manager is, and which branch he is based out of.

Mr. Chung said that their Oakland manager quit and that they hired another one who is certified as a food handler, but not as a food manager. Mr. Chung stated that he had been going back and forth but he has only been able to be in Waldwick, as he has not assistance there.

Mr. Talucci feels that that is the root of the problem.

Ms. Caperino stated that the food handler is currently the person on site in Oakland, and Mr. Chung affirmed that.

Mr. Tiffinger asked if he is taking the food manager's course. Mr. Chung said that he has to find him a Korean course. Ms. Caperino said that the county offers Korean courses and they are starting to roll them out online. They would take the class online and then come in and take the test in person in smaller groups.

Mr. Chung said that they showed Gary the chef is certified as a food manager.

Ms. Caperino mentioned that the Board would like someone in each department should be certified as a food manager, since there is a lot of food prep going on. One person cannot oversee all of it simultaneously. Each department manager would need to do their own mini-inspections everyday, covering all the things that Gary inspects. She suggested using the inspection report as a checklist everyday to ensure the standards are being met in all areas.

Mr. Dorsi agreed, and also suggested that Mr. Chung go online and download Chapter 24 with additional details. Mr. LaForgia agreed.

Mr. Chung agreed to do so.

Ms. Caperino added that the first page of the inspection report is the most crucial to make sure all requirements are being met fully – handwashing, temperatures, handwashing, proper storage. She also stated that someone should be checking things every 4 hours to make sure things are consistently being maintained, such as temperatures.

Mr. Provenzale asked if anyone can speak English to explain to the staff when the audits are done. Mr. Chung stated that he is called in to read the reports and tell them what to correct.

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Mr. Dorsi reiterated that it is important to have a certified food manager in every department where the food is prepared – deli, meat, and main kitchen where food is prepared for buffets. He stated that this was also written in his report. Mr. Dorsi stated that the last inspection was satisfactory.

Mr. Chung stated that the chef in the kitchen did pass the test so he is now certified as a food manager.

Mr. Provenziale asked if there had been an issue on cross-contamination. Mr. Dorsi responded that there had not been.

Mr. Tiffinger stated that this was the third time that the Giant Farmer's Market had appeared and that the market would have to improve for their inspections going forward. Mr. LaForgia suggested that having several food managers for the different departments would also help with cross-over in that they could offer help to another department if needed, and with any food handlers' issues.

Ms. Caperino suggested assigning certain daily duties to certain employees so that there is no confusion as to who should be doing it and one person are responsible to do that thing every day.

Mr. Chung agreed that they would address all of the issues as suggested.

Mr. Tiffinger thanked Mr. Chung for coming and for addressing the issues.

NEW BUSINESS

2021 TYCO ANIMAL CONTROL CONTRACT

Mr. Tiffinger reported that Tyco's contract amount for 2021 would be an increase of \$300, bringing the total contract for the year to \$15,900 for Animal Control Services. He added that this would be the first increase in several years.

Mr. Tiffinger asked for a motion to recommend execution of the contract by the Borough Administrator.

On motion of Mr. Talucci, seconded by Mr. LaForgia, the Board of Health recommends execution of the 2021 Tyco Animal Contract by the Borough Administrator.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenziale, Mr. Talucci, Mr. Tiffinger

2021 WALDWICK INTERLOCAL AGREEMENT

The Waldwick Interlocal Agreement was submitted to the Board of Health by the Mayor and Council to inquire if there were any objections to the contract for the children's clinic.

None of the Board members voiced objections to the agreement for the children's clinic.

OTHER BUSINESS

No other business reported.


ADJOURNMENT


Mr. Tiffinger asked for a motion to adjourn the meeting.

On motion of Mr. LaForgia, seconded by Mr. Talucci, the meeting was adjourned at 8:17 PM.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Laterra, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger

APPROVED:


Stephen C. Tiffinger, President

ATTEST: 
Sandra Steele, Secretary

DATE: 2/17/21