

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

**December 8, 2008 - 7:30 p.m.**

**Conference Room - Municipal Building**

**CALL TO ORDER** Meeting called to order at 7:36 PM by Mr. Beattie.

**ROLL CALL** Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Ms. West, Ms. Wilgus – All Yes

**OTHERS PRESENT** Thomas J. Romans, Esq. and Senior Sanitary Inspector Deborah A. McGrath.

**MEETING ANNOUNCEMENT** **This meeting is being held in accordance with the regulations of the Public Meetings Law, notices of which were sent to The Record, Suburban Trends and any other persons requesting same.**

**REGULAR BUSINESS**

**MINUTES** The Board reviewed the November 10, 2008 meeting minutes.

Motion of Dr. Davis, seconded by Mr. Ostapczuk, the minutes were approved.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Ms. West – All Yes. Ms. Wilgus abstained.

**REPORTS** The Board reviewed the November Sanitarian’s Monthly Report

Motion of Ms. West, seconded by Ms. Wilgus, report accepted.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Ms. West, Ms. Wilgus – All Yes

The Board reviewed the November Secretary’s/Registrar’s Report

Motion of Ms. West, seconded by Dr. Davis, report accepted.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Ms. West, Ms. Wilgus – All Yes

**PAYMENT OF BILLS** No bills submitted for payment.

**UNFINISHED BUSINESS**

**UPDATE ON VALLEY HOSPITAL CONTRACT – SCHOOL AUDIT HOURS** Ms. Dubowick reported that she spoke with Jane Clemente at Valley Hospital regarding the estimated number of hours proposed to conduct school audits. Ms. Clemente indicated that 22 hours should be more than sufficient to conduct the school audits. Furthermore, Valley Hospital’s estimate of 50 hours for communicable disease reporting is expected to be adequate, or even on the high side, based on the number of cases the County indicated had been handled during the second half of 2007 and the first half of 2008. The Valley Hospital proposes 75% fewer hours than the County to provide the same services.

The Board discussed the disparity in hours and decided that since the Borough would realize such a substantial savings contracting with Valley Hospital for Communicable Disease Reporting, School Immunization Auditing and Rabies follow-up, the Board’s recommendation is to contract with the Valley Hospital. Mr.

Beattie directed Ms. Dubowick to prepare a memo to the Mayor and Council with the Board's recommendation and send a carbon copy the Administrator.

Ms. Dubowick added that, at the Borough Administrator's request, she had contacted Valley Hospital to obtain a quote for Blood borne Pathogens Training and was awaiting receipt of same.

**2<sup>ND</sup> FLOOR YOUTH  
HELPLINE / CROSS-  
ROADS**

It was reported that, according to West Bergen Mental Health's findings, this organization has an outstanding reputation, is staffed by competent personnel, and information about the helpline was distributed by the State to all schools in New Jersey. The Board, therefore, directed Ms. Dubowick to submit information about the helpline for publication in the upcoming issue of Crossroads and to send brochures to the Middle and High Schools in Oakland.

**BUDGET UPDATE**

Borough Administrator Richard Kunze, CFO Jim Mangin, Mr. Beattie and Ms. Dubowick attended a meeting in late November to review the proposed 2009 Board of Health Budget. Preliminary changes to the budget include the following:

The West Bergen Mental Health donation was reduced to \$6,000 which could be reduced further, and the Child Health Conference budget was reduced from \$1,200 to \$700.

**EMERGENCY PRE-  
PAREDNESS BROCHURES**

Inspector McGrath reported that Bergen County Planning has prepared a similar pocket brochure to the one distributed by Sussex County. It will be distributed to first responders, and excess copies will be distributed to towns.

Mr. Beattie thanked all the Board members for their service on the Board throughout the year.

**NEW BUSINESS**

**BOARD MEMBER  
RE-APPOINTMENTS**

Mr. Beattie reported that Dr. Davis', Mr. Tiffinger's and Ms. Wilgus' terms on the Board are due to expire December 31<sup>st</sup>. Mr. Beattie asked Dr. Davis and Ms. Wilgus if they wish to be re-appointed and both responded that it would be an honor to do so. Ms. Dubowick reported that she had spoken with Mr. Tiffinger, and he also expressed a desire to be re-appointed. Ms. Dubowick was directed to send a memo to Council Liaison Pignatelli requesting that Dr. Davis, Ms. Tiffinger and Ms. Wilgus be reappointed to the Board.

**2009 MEETING SCHEDULE** The Board agreed upon the following 2009 schedule which will be published, according to law, in The Record and The Trends:

Monday, January 12<sup>th</sup>  
Monday, February 9<sup>th</sup>  
Monday, March 16<sup>th</sup>  
Monday, April 13<sup>th</sup>  
Monday, April 13<sup>th</sup>  
Monday, May 11<sup>th</sup>  
Monday, June 8<sup>th</sup>  
Monday, July 13<sup>th</sup>

Monday, September 14<sup>th</sup>  
Tuesday, October 20<sup>th</sup>  
Monday, November 9<sup>th</sup>  
Monday, December 14<sup>th</sup>

**OTHER BUSINESS**

There was no other business reported.

**ADJOURNMENT**

Motion of Dr. Davis, seconded by Ms. West, the meeting was adjourned at 8:00 PM.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Ms. West, Ms. Wilgus – All Yes

APPROVED:

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Ronald J. Beattie, President

ATTEST: \_\_\_\_\_  
Karin Kennedy Dubowick, Secretary

DATE: \_\_\_\_\_