

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

**September 19, 2017 - 7:30 p.m.**

**Conference Room - Municipal Building, Municipal Plaza, Oakland, NJ**

## **CALL TO ORDER**

Mr. Tiffinger called the meeting to order at 7:30 PM.

## **ROLL CALL**

Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West

## **ABSENT MEMBERS**

No absent members.

## **OTHERS PRESENT**

Thomas J. Romans, Esq., Senior R.E.H.S. Kristin Caperino and BCDHS Asst. H.O. Karen Alelis

## **MEETING ANNOUNCEMENT**

Mr. Tiffinger announced that the meeting was being held in accordance with the regulations of the Public Meeting Law, notices of which were sent to The Record, Suburban Trends and any other persons requesting same.

## **REGULAR BUSINESS**

### **ADOPTION OF MINUTES**

On motion of Ms. West, seconded by Mr. LaForgia, the Board approved the June minutes.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia and Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West

### **REVIEW REPORTS**

The Board reviewed the following reports:

- BCDHS Public Health Nursing Activity Report – June, July & August
- CDRSS Report – June, July & August
- REHS' Monthly Report – June, July & August
- Secretary's/Registrar's Report – June, July & August
- Tyco Animal Control Report – June, July & August

A question was raised about Lenape Valley Diner. Food was embargoed at the establishment as a result of a car hitting a phone pole across from the diner. The power was knocked out in the afternoon through the next morning. Nearly all of the food at the establishment was thrown out. Inspector Caperino said she was on vacation at the time so another inspector responded and reinspected in the morning so the establishment could reopen. Inspector Caperino said she conducted an inspection two weeks later and found they have a new manager. She said, while they were not 100% compliant, there was a big improvement which, she felt, could be a result of the six summonses they were issued.

On motion of Mr. Pignatelli, seconded by Ms. Ashkenazi, the reports were accepted.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West

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### PAYMENT OF BILLS

The Board reviewed the following bills paid during the period of summer adjournment:

<b>05/18/2017 – Bergen County Dept. of Health Services</b> (H.O. & R.E.H.S. Services (Non-Septic) – January – June REHS (Septic) – January – May)	<b>\$64,137.30</b>
<b>6/23/2017 – Borough of Waldwick</b> (Annual Administrative Fee & 2 <sup>nd</sup> Qtr. billing - one child seen for immunizations only on 4/11/2017)	<b>\$ 145.00</b>
<b>7/1/2017 – Thomas J. Romans, Esq.</b> (July retainer, per 2017 Professional Services Contract)	<b>\$ 221.92</b>
<b>7/1/2017 – Tyco Animal Control</b> (Animal Control Services for the month of June 2017)	<b>\$ 1,275.00</b>
<b>7/1/2017 – Tyco Animal Control</b> (Emergency responses (2) – June 2017)	<b>\$ 120.00</b>
<b>8/1/2017 – Tyco Animal Control</b> (Animal Control Services for the month of July 2017)	<b>\$ 1,275.00</b>
<b>8/1/2017 – Tyco Animal Control</b> (Emergency responses (4) – July 2017)	<b>\$ 240.00</b>
<b>8/1/2017 – Thomas J. Romans, Esq.</b> (August retainer, per 2017 Professional Services Contract)	<b>\$ 221.92</b>
<b>8/1/2017 – Abbey Glen Pet Memorial Park</b> (Animal carcass cremation – 337 lbs.)	<b>\$ 235.90</b>

On motion of Mr. Pignatelli, seconded by Mr. LaForgia, the Board ratified the bills paid during the period of summer adjournment.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West

The Board reviewed the following unpaid bills:

<b>9/1/2017 – Tyco Animal Control</b> (Animal Control Services for the month of August 2017)	<b>\$ 1,275.00</b>
<b>9/19/2017 – Thomas J. Romans, Esq.</b> (September retainer, per 2017 Professional Services Contract)	<b>\$ 221.92</b>

On motion of Mr. Pignatelli, seconded by Mr. Talucci, the Board approved the unpaid bills.

Roll Call: All Yeas: Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West

**UNFINISHED BUSINESS**

Inspector Caperino reported previously on the status of this establishment. The owner is scheduled to appear in Court on September 21<sup>st</sup> and was scheduled to appear before the Board tonight. Mr. Nissirios' appearance before the Board was postponed until the October meeting at the request of his new attorney.

**EMERGENCY PREPAREDNESS DVD'S**

A FEMA emergency preparedness DVD was received from the County during the summer. Mr. Tiffinger said he viewed the DVD and found the information very good. Mr. LaForgia said he wished to view the DVD as well and will return it next month.

**WAIVER OF CERTAIN TEMPORARY FOOD LICENSE FEES**

It was reported that the questions the Board raised at the June meeting, i.e., whether all of the proceeds from the event being donated to an outside organization and if Administrator Kunze and the Mayor and Council are aware the event needs to be inspected, were e-mailed to Council Liaison Knapp who recommended sending them to the Fire Chief. Two e-mails were sent to the Fire Chief during the summer and no response has been received. The Board decided to take no further action on this matter unless a response has been received from the Fire Chief.

**NEW BUSINESS**

**BOARD OF HEALTH TRAINING**

It was reported that an e-mail was received on June 29th from Bergen County Department of Health Services Director and H.O. Hansil Asmar. Mr. Asmar requested Board members be encouraged to complete on-line Local Board of Health Member Certification Training through the New Jersey Local Boards of Health Association. Ms. West asked about the length of the training. Ms. Alelis said it was a maximum of 40 minutes long.

Mr. Tiffinger asked Ms. Dubowick to e-mail the link to the class to all Board members, with the exception of himself and Mr. Pignatelli. Mr. Asmar also requested that, upon completion of the course, a copy of each certificate be e-mailed or faxed to Ms. Alelis.

**ANY OTHER BUSINESS**

**UPDATE BY MS. ALELIS ON COUNTY HEALTH DEPT. ACTIVITY**

Ms. Alelis reported the County Health Department had their office of local public health state audit on June 12<sup>th</sup> and 13<sup>th</sup> and received a Satisfactory rating and certificate. The core public health programs received a perfect score all around. The state made a couple of recommendations on internal processes for the agency. The County needs to focus on a continuous quality improvement plan for the Health Department. The County also plans to apply for public health accreditation and needs some reports in place to apply. The process is lengthy and the associated cost is based on the number of residents. A community health needs assessment is required which was just done with the hospitals. A health improvement plan is also needed and is nearly finished. The third plan needed is a strategic plan and, though the County is about halfway through the process, new committee members are still welcome to join. Ms. Alelis extended an invitation to the Board and Ms. Dubowick to join the committee.

The state made another recommendation as a result of the audit, i.e., to have either the Health Officer or Assistant Health Officer attend at least one local Board of Health meeting a year. Ms. Alelis said she or Mr. Asmar will attend meetings more regularly, as best they can.

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Another recommendation on internal processes is a workforce assessment to help the County identify gaps in their workforce capabilities, based on certifications, trainings and licenses. The County is working on this. A public health

reception was held last year and this year during Public Health Week and invitations were sent to Oakland, though no one attended. It will be held again in April of 2018. The required annual report will be done and incorporated into the reception. The Board of Health Registry is due in February. Ms. Dubowick assisted Ms. Alelis with Oakland's 2016 Annual Report and will do so again for this year's report.

Ms. Alelis reported that September is Emergency Preparedness Month. Dawn from the Health Education group reached out to the Oakland Public Library to ask about interest in a health education program but no one has responded. Dawn is attempting to arrange a program with the Library and hand out a kit to participants. The kit (bag) contains a first-aid kit, information on how to stay informed, how to make an emergency preparedness kit, and making a plan, a flashlight, personal hygiene kit and batteries. The presentation includes recommendations on additional items that may be included in the kit. Mr. Tiffinger said it would tie in very nicely with the DVD that will be aired on Public Access TV. Mr. Tiffinger said, in the past, the Board has had a problem getting the Library to agree to offer programs because no one attends them. Ms. Alelis recommended many different places to advertise the program all of which have been used in the past with no success. Mr. Pignatelli suggested posting it on the Mother's Club Facebook page and felt that would draw people. The kit could be an incentive to attend, as well. Mr. Pignatelli also mentioned that having a captive audience is necessary and highly recommended using the Mother's Club Facebook page. Mr. LaForgia mentioned posting on the website and the Borough's Facebook page should help and that his wife is a member of the Mother's Club and might help to get the information posted. Mr. Pignatelli said getting a date from the Library should be done first. Ms. Dubowick suggested putting a kit at the Library with information about the presentation, noting that all participants will receive one. Ms. Alelis said the kit people will receive might not be the exact one she showed the Board but it would be something similar. Ms. Dubowick said the kit should be placed somewhere safe, perhaps on the shelves with the locking glass doors. The Board thought it was a good idea and Ms. Dubowick said she would contact the Library to find out if they would agree hosting the program.

Ms. Alelis also spoke about the various health promotion programs offered by the County. Ms. Dubowick noted that all of the health promotion information she receives from the County is posted on the website and the flyer about Fall Prevention was forwarded to the Senior Center, as well.

Mr. Tiffinger thanked Ms. Alelis for coming to the meeting.

On motion of Mr. Pignatelli, seconded by Ms. Ashkenazi, the meeting was opened to the public.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West.

### **DOCTORS OPENING NEW PRACTICE WANT TO GIVE BACK TO THE COMMUNITY**

Drs. Straseskie and Minhas introduced themselves to the Board. Dr. Minhas said they moving their Ringwood practice to Oakland in October and want to give back to the community. Their reason for attending the meeting was to find out how they can do so. They talked about doing a health fair. Ms. Dubowick said she organized a comprehensive health fair in 1998 with a wide variety of screenings, blood testing, flu shots and lectures and was involved in organizing another health fair a few years later at a church. Both were poorly attended despite being heavily promoted. The reason being was thought to be that parents have little free time available after juggling the demands of jobs, family and children's school and sports activities. Furthermore, most health information is easily obtainable today on the internet and insurance covers preventative care.

Dr. Minhas said they are here to help and would like to offer health promotion in the community because they do not have enough time for this important aspect of health care during a 15-minute visit. Ms. West suggested the doctors

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coordinate those efforts with the County Health Department. Ms. Alelis indicated she would be interested in doing so and took the doctors' contact information. Ms. Alelis added that during the mosquito season the County promotes "Bergen Bites Back" to encourage residents to eliminate standing water on their property. As a part of that campaign, Zika prevention kits were delivered to all pediatricians in Bergen County.

Mr. Tiffinger thanked the doctors for attending the meeting.

On motion of Mr. LaForgia, seconded by Mr. Talucci, the meeting was closed to the public.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West.

**ADJOURNMENT**

On motion of, Mr. Pignatelli, seconded by Mr. LaForgia, the meeting was adjourned at 8:32 PM.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Pignatelli, Mr. Talucci, Mr. Tiffinger, Ms. West

APPROVED:

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Stephen C. Tiffinger, President

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

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