

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

January 17, 2017 - 7:30 p.m.

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

REORGANIZATION

CALL TO ORDER

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

ROLL CALL

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

Absent Members

Mr. Pignatelli was absent due to illness.

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

OTHERS PRESENT

Thomas J. Romans, Esq. and REHS Kristin Caperino

OATHS OF OFFICE

Mr. Romans administered the oath of office to Ms. West who also acknowledged receipt of the Board of Health Code of Ethics.

MEETING ANNOUNCEMENT

Mr. Tiffinger announced that the meeting was 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.

NOMINATE & APPOINT PRESIDENT

Mr. Tiffinger called for nominations for President.

On motion of Ms. West, seconded by Ms. Ashkenazi, Mr. Tiffinger was nominated as President. With no other nominations having been made, nominations were closed.

On motion of Ms. West, seconded by Ms. Ashkenazi, Mr. Tiffinger was appointed Board of Health President for the year 2017.

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

NOMINATE & APPOINT VICE-PRESIDENT

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Mr. Tiffinger called for nominations for Vice-President.

On motion of Mr. Talucci, seconded by Ms. West, Mr. Pignatelli was nominated for Vice-President. With no other nominations having been made, nominations were closed.

On motion of Mr. Talucci, seconded by Ms. West, Mr. Pignatelli was appointed Vice-President for the year 2017.

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

NOMINATE AND APPOINT ATTORNEY

On motion of Ms. West, seconded by Ms. Ashkenazi, Thomas J. Romans, Esq. was nominated to serve as Board of Health Attorney for the year 2017. With no other nominations being made, nominations were closed.

On motion of Ms. West, seconded by Mr. Talucci, Mr. Romans was appointed Board of Health Attorney for the year 2017.

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

PROFESSIONAL SERVICES RESOLUTION, #1-17

Ms. Dubowick was directed to take Resolution #1-17 from table and read same:

WHEREAS, it is necessary for the Board of Health of the Borough of Oakland to engage in the services of a Board of Health Attorney for 2017; and

WHEREAS, funds will be available by way of budget to compensate said Board of Health Attorney; and

WHEREAS, N.J.S.A. 40:11-1 et sec. exempts professional services from certain requirements of public bidding provided a notice of the appointment be printed in a newspaper of general circulation within the municipality; and

WHEREAS, Board of Health member Mary Ann West has nominated Thomas J. Romans, Esq. to serve as the Board of Health Attorney for the year 2017; and

WHEREAS, the Board of Health of the Borough of Oakland will receive an Affirmative Action compliance statement from Thomas J. Romans, Esq. prior to entering into a contract, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Borough of Oakland that said Board of Health Attorney be and is hereby appointed for the year 2017; and

BE IT FURTHER RESOLVED, that compensation for said Board of Health Attorney for the year 2017 shall be claimed, approved and paid in the manner set forth in N.J.S.A. 40a:5-18 and pursuant to agreement to be entered into between parties; and

BE IT FURTHER RESOLVED that the contract amount shall not exceed \$3,163.00 (\$2,663.00 retainer and \$500 other legal services) without further authorization of the Board of Health of the Borough of Oakland, and the Chief Financial Officer has certified sufficient funds are available in Account #7-01-27-330-028; and

BE IT FURTHER RESOLVED that the President of the Board of Health of the Borough of Oakland is hereby authorized to sign the agreement on behalf of the Board of Health of the Borough of Oakland; and

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BE IT FURTHER RESOLVED, that the Secretary of the Board of Health of the Borough of Oakland shall cause a notice of the adoption of this resolution to be printed in a qualified newspaper within ten (10) days after passage hereof.

On motion of Mr. Ashkenazi, seconded by Ms. Ashkenazi, Professional Services Resolution #1-17 was adopted.

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

DESIGNATE OFFICIAL NEWSPAPER

Mr. Tiffinger asked for a motion to designate the official newspaper.

On motion of Ms. West, seconded by Ms. Ashkenazi, The Record was designated as the Official Publication to receive all Board of Health legal notices in 2017, 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.

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

ADOPT BY-LAWS

Mr. Tiffinger asked if any changes were needed to the By-Laws. No changes were proposed.

On motion of Ms. West, seconded by Mr. Talucciu, the By-Laws were adopted for the year 2017.

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

ADJOURNMENT

Motion of Mr. Taluccik, seconded by Ms. West, the Re-organization portion of the meeting was adjourned at 7:49 PM.

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

REGULAR MEETING

REGULAR BUSINESS

CALL TO ORDER

Mr. Tiffinger called the meeting to order at 7:51 PM.

ROLL CALL

All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. Talucci, Mr. Tiffinger, Ms. West

Absent Members

Mr. Pignatelli was absent due to illness.

On motion of Mr. Talucci, seconded by Ms. Ashkenazi, Mr. Pignatelli's absence was excuse

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

OTHERS PRESENT

Thomas J. Romans, Esq. and REHS Kristin Caperino

MEETING ANNOUNCEMENT

Mr. Tiffinger announced that the meeting was 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

ADOPTION OF MINUTES

The Board reviewed the December minutes.

On motion of Ms. West, seconded by Mr. Ashkenazi, the December minutes were approved.

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

REVIEW REPORTS

The Board reviewed the following reports:

- BCDHS Public Health Nursing Activity Report – December
- CDRSS Report – December
- BCDHS Public Health Nursing Activity Summary – 2015 & 2016
- REHS' Monthly Report – December
- Secretary's/Registrar's Report – December
- Tyco Animal Control Report – December

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

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

PAYMENT OF BILLS

The Board reviewed the following bills:

2016

12/08/16 – North Jersey Media Group & Suburban Trends (Advertise change to November meeting date and publish 2017 Meeting Schedule)	\$ 152.32
12/19/16 – Borough of Waldwick (Two children seen for immunizations only at the 12/19/16 CHC)	\$ 40.00
12/31/16 – Tyco Animal Control (December Monthly Animal Control Services, per contract)	\$ 1,250.00
12/31/16 – Tyco Animal Control (December Animal Control Emergency Responses – 2)	\$ 120.00
1/11/16 – Bergen County Department of Health Services (Septic REHS Services provided during November and December 2016, per contract)	\$14,420.00

1/11/16 – Bergen County Department of Health Services **\$ 2,484.00**
(Blood-borne Pathogens services provided under contract:
two Hep-B immunizations and training for 131 1st responders)

2017

1/17/17 – Thomas J. Romans, Esq. **\$ 221.92**
(For professional services provided, per 2017 Contract – attend
1/17/17 BOH Meeting)

On motion of Ms. West, seconded Mr. Ashkenazi, the Board approved the bills for payment.

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

UNFINISHED BUSINESS

EMERGENCY PREPAREDNESS DVD'S

Ms. West wished to review the DVD's prior to the Board making a decision about whether to air them on Public Access TV.

On motion of Ms. Ashkenazi, seconded by Mr. Ashkenazi, this item was tabled until Ms. West has had a chance to review the DVD's.

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

IMMUNIZATION COMPLIANCE AND REFUSAL POLICY

A call was made to the Bergen County Public Health Nursing Department to inquire about two questions raised at last month's meeting, specifically about New Jersey Japanese School's immunization compliance and New Jersey's vaccination exception requirements. It was reported that, as of January 1, 2017, New Jersey Japanese School's vaccination status is 100% in compliance. All New Jersey children can be exempt from vaccination requirements. To qualify for the exemption, the child's parent need only to write a letter to the child's school indicating that vaccination is against their religious beliefs.

NEW BUSINESS

8:17 PM – Council Liaison Knapp entered the meeting.

2017 TYCO ANIMAL CONTROL CONTRACT

The Board reviewed the contract. A question was raised about what constitutes an emergency call because it was felt some of the emergency calls did not seem to be emergencies. It was explained that the Police Department decides what constitutes an emergency. Tyco Animal Control has provided the Police Department with guidance on this subject. If Carol Tyler feels the situation is not an emergency, she will remind the officer that the town will be billed for an emergency call and asks for confirmation on whether the officer still wants her to respond immediately or wait until normal business hours.

Mr. Romans questioned the clause in the contract that states "In the case of a bite to a human it is the responsibility of that individual to assume the cost of transport", meaning that the biting victim must bear the cost of transport to the lab that tests for rabies. The Board wanted clarification on intent of this clause and decided to recommend signing the contract, pending acceptable clarification from Tyco Animal Control.

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On motion of Ms. West, seconded by Mr. Tiffinger, upon receiving satisfactory clarification from Tyco Animal Control, the Board recommends execution of this contract by the Borough.

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

2017 WALDWICK INTER-LOCAL AGREEMENT FOR CHC SERVICES

The Board reviewed and approved the Agreement which, after being executed by Mr. Tiffinger, will be forwarded to the Mayor and Council for execution.

On motion of Ms. West, seconded by Mr. Ashkenazi, the Board authorized Mr. Tiffinger to execute the 2017 Waldwick Inter-Local Agreement for Child Health Conference Services.

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

FOOD ORDINANCE

Inspector Caperino addressed the Board about the need to amend the Food Ordinance, specifically the section pertaining to food course requirements. It was agreed the ordinance should be amended to state that Risk 1 establishments need no certified food handlers or managers. Risk 2 establishments must have a certified food handler on each shift. Risk 3 establishments must have one certified food manager and two certified food handlers. Risk 4 establishment must have two certified food managers and one certified food handler.

Inspector Caperino will review the ordinance with her supervisor for any other changes that might need to be made. At the Board's request, Ms. Dubowick will scan and e-mail the current food ordinance to all members.

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

ANY OTHER BUSINESS

No other business reported.

ADJOURNMENT

On motion of, Mr. Pignatelli, seconded by Mr. Ostapcauk, the meeting was adjourned at 9:02 PM.

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

APPROVED:

Stephen C. Tiffinger, President

ATTEST: _____
Karin Kennedy Dubowick, Secretary

DATE: _____