

## **REGULAR MEETING OF THE BLOOMFIELD BOARD OF HEALTH JANUARY 21, 2021**

A Regular Meeting of the Bloomfield Board of Health, as established by public record in *The Independent Press* and posted on the Public Bulletin Board in the Municipal Building, was called to order on January 21, 2021 at 6:42 p.m. in Mayor's Conference Room of the Law Enforcement Building via video conference.

### **ROLL CALL**

Director Lore showed the following members to be present:

Joel Elkins, President	Present (video conference)
Dr. Ruchi Mehta, Vice President	Present (video conference)
Antonia Rodriguez, Member	Present (video conference)
Denise Serbay, Member	Present (video conference)
Sarah Bonilla, Member	Present (video conference)
Council Liaison (VACANT)	

Also present: Karen Lore, Director of Health & Welfare (video conference), and Michael Fitzpatrick, Health Officer.

### **APPROVAL OF MINUTES**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, reviewed the December 10, 2020 Regular Meeting minutes.

After review, the Board unanimously approved the meeting minutes as submitted.

### **PUBLIC COMMENT**

None

### **LICENSES PENDING APPROVAL – DECEMBER 2020**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, unanimously approved the following licenses for the month of December:

Trade Name	License Class	Application Fee
D & D WEST INDIAN AMERICAN GROCERY	Deli/Café/Market	\$100.00
FRANK'S PIZZA RESTAURANT	2 Restaurant	\$250.00
JACK'S SUPER FOODTOWN	Supermarket	\$300.00
BOONSONG THAI CUISINE	1 Restaurant G	\$100.00
BROUGHTON DELI	Deli/Café/Market	\$100.00
HOMESTYLE BAKERY	Wholesale/Food Processing	\$350.00
KOREAN UNITED PRES CHURCH OF NJ	Deli/Café/Market	\$100.00

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BROOKDALE WINE & LIQUORS	Deli/Café/Market	\$100.00
ABUELO'S STEAK HOUSE	1 Restaurant G	\$100.00
PLAZA WINE & LIQUOR	Deli/Café/Market	\$100.00
MARIO'S FAMOUS PIZZA	1 Restaurant G	\$100.00
KRAUSZER'S FOOD & LIQUORS	Deli/Café/Market	\$100.00
CLASSIC CAFE	Deli/Café/Market-With Seating	\$100.00
KRAUSZER'S FOOD STORE	Deli/Café/Market	\$100.00
DUNKIN DONUTS # 302831	Deli/Café/Market	\$100.00
DAGU LU INC DBA ORIGINAL NUMBER 1 CHINESE KITCHEN	1 Restaurant G	\$100.00
JOHN'S DELI	Deli/Café/Market-With Seating	\$100.00
NEVADA DINER	2 Restaurant	\$250.00
RACIOPPI'S TARALLES	Deli/Café/Market	\$100.00
AKI ASIAN HOUSE	1 Restaurant G	\$100.00
PARADISE FIT NUTRITION	Food Services	\$100.00
BELLA NAPOLI	3 Restaurant	\$300.00
BLOOMFIELD STEAK & SEAFOOD	3 Restaurant	\$300.00
EL MATADOR 2 LLC	2 Restaurant	\$250.00
SUBWAY	1 Restaurant G	\$100.00
IHOP #4677	3 Restaurant	\$300.00
NY GYRO KING	1 Restaurant G	\$100.00
GEBA SUSHI	Deli/Café/Market	\$100.00
ORIGINAL TROPICAL FOOD	Deli/Café/Market	\$100.00
PLAZA DINER	1 Restaurant G	\$100.00
SEVEN ELEVEN	Deli/Café/Market	\$100.00
CARVEL	Deli/Café/Market	\$100.00
STAMNA GREEK TAVERNA	2 Restaurant	\$250.00
Jay's Fish Market	Food Services	\$100.00
MAN HING CHINESE RESTAURANT	1 Restaurant G	\$100.00
RITAS WATER ICE	Deli/Café/Market	\$100.00
BRANDON'S COFFEE SHOP	Deli/Café/Market-With Seating	\$100.00
Wabi-Sabi	2 Restaurant	\$100.00
MONICA'S SALON	BEAUTY/BAR 1-4	\$75.00
AMINA BS HAIRBRAIDING	BEAUTY/BAR5-10	\$100.00
PRECIOUS MOMENTS CHILDCARE AND LEARNING CENTER, LLC	CHILD CARE FAC	\$30.00
FIRST CLASS LEARNING CENTER	CHILD CARE FAC	\$30.00
TOP HEALTH SPA	BEAUTY/BAR5-10	\$100.00
ANNIE ART NAILS	BEAUTY/BARB11+	\$150.00
D & Y BLOOMFIELD BARBER SHOP LLC	BEAUTY/BAR 1-4	\$75.00
TINY TREASURES	CHILD CARE FAC	\$30.00
RAINBOW BEAUTY SALON	BEAUTY/BARB11+	\$150.00
WATCHUNG PRESBY CHURCH	EXEMPT	\$0.00

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PINK NAILS	BEAUTY/BAR5-10	\$100.00
BS SALLY HAIR BRAIDING	BEAUTY/BAR 1-4	\$75.00
Kimmy Nails	BEAUTY/BARB11+	\$150.00
Elite Day Care LLC	CHILD CARE FAC	\$30.00
NABILLERA NAILS	BEAUTY/BARB11+	\$150.00
4 SEASONS NAILS	BEAUTY/BARB11+	\$150.00
JEIDY LIZ NAIL SALON	BEAUTY/BAR5-10	\$100.00
FUTURE E. NAILS	BEAUTY/BAR5-10	\$100.00
JENNY'S NAILS	BEAUTY/BAR5-10	\$100.00
BELLEZA LATINA SALON & SPA	BEAUTY/BAR5-10	\$100.00
EXCELLENCE BEAUTY SALON & SPA	BEAUTY/BAR 1-4	\$75.00
PARK UNITED METHODIST CHURCH	EXEMPT	\$0.00
GAIL ANN'S BEAUTY SHOP	BEAUTY/BAR5-10	\$100.00

**REVIEW OF THE DECEMBER 2020 COMMUNICATIONS**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, reviewed and unanimously voted to accept the December 2020 communications.

**DECEMBER 2020 FINANCIAL REPORTS**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, unanimously voted to accept the December 2020 Financial Reports.

**HEALTH OFFICER'S REPORT**

Michael Fitzpatrick, Health Officer, reported on the following:

- COVID-19 – Mr. Fitzpatrick reported on contact tracing and cases being investigated. Tracing continues 7 days a week.
- Resident Covid-19 testing is ongoing and held on Wednesdays in the Municipal lot.
- Vaccine availability remains limited. Essex County sites operating. Currently, the Health Department has not received any vaccine to begin immunizations. Residents will need to contact the County to receive an appointment to be vaccinated. Efforts by the State to increase the supply is ongoing. Updates availability on the County website.
- The Department continues normal operations with staff diligently to address resident concerns. Covid-19 precautions remain in effect.

**DIRECTOR OF HEALTH AND WELFARE REPORT**

The Director provided the following report to the Board:

- Mayor Venezia continues to support ongoing testing and possible expansion. Currently looking into options available.
- Report provided on MLK Day of Service that was coordinated with MLK Day Committee, NTNN and Human Services. A detailed report on

activities was submitted by the Director in the Board's monthly Human Services report.

- The Nursing Office has been temporarily relocated to another office on the lower level of the municipal building as a result of a water leak. Efforts are underway to fix the problem. Unclear on the extend of the damage or timeframe needed to repair.
- Detailed reports on Health Education, Nursing, Environmental, Vital Records and Human Services activities was submitted in the monthly reports.
- BM Bonilla inquired if there were any testing eligibility requirements Director Lore informed that residents can be tested as many times as they want. There are recommendations on when people should be tested that is based on CDC guidelines.

### **COUNCIL LIAISON'S REPORT**

No report.

### **BOARD PRESIDENT'S REPORT**

No report.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

#### *"RESOLUTION – INTERGOVERNMENTAL SERVICES*

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Resolution:

#### **INTERGOVERNMENTAL SERVICES RESOLUTION**

**WHEREAS**, N.J.S.A. 26:3-1 requires every New Jersey municipality to have a Board of Health; and

**WHEREAS**, N.J.S.A. 26:3-2 allows a local Board of Health to adopt rules, regulations and ordinances for its government and that of its officers and employees; and

**WHEREAS**, the Board of Health of the Township of Bloomfield has determined that in order to fulfill its State Mandate and in keeping with the purpose and intent of New Jersey State Statutes on shared services; and

**WHEREAS**, the Board of Health has determined that the following services can be provided by the Township of Bloomfield in a way that promotes economies of scale.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Health of the Township of Bloomfield, New Jersey, does hereby approve retaining the services of the Township of Bloomfield for the 2021 calendar year as follows:

- A. Accounting Services
- B. All Payroll Services
- C. Human Resources and benefits management excluding the following: employment in accordance with N.J.S.A. 26:3-19 et seq., termination and discipline
- D. Facilities management of the Board's offices and buildings
- E. Management Information Systems

**“RESOLUTION – NON-FAIR & OPEN CONTRACT FOR MEDICAL DIRECTOR & STANDING ORDERS”**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Resolution:

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR A MEDICAL DIRECTOR AND STANDING ORDERS**

**WHEREAS**, the Board of Health of the Township of Bloomfield has a need for a Medical Director to fill standing orders and is going to award the contract as a non-fair and open contract pursuant to the provisions *N.J.S.A. 19:44A-20.5*; and

**WHEREAS**, the Board of Health’s Director of Health & Human Services has determined and certified in writing that the value of the services will not exceed \$17,500; and

**WHEREAS**, the term of this contract will begin January 1, 2021 and expire on December 31, 2021; and

**WHEREAS**, Bloomfield ImmediCenter. (hereinafter “provider”) has indicated it will act as the Medical Director for the Health Division of the Department of Health and Human Services of the Township of Bloomfield in accordance with the terms of their contract; and

**WHEREAS**, Provider has completed and submitted as part of the contract a Business Entity Disclosure Certification which certifies that provider has not made any reportable contributions to a political or candidate committee in the Township of Bloomfield and/or the Board of Health Members in the previous one year, and that the contract will prohibit provider, its agents and/or employees from making any reportable contributions during the term of the contract; and

**WHEREAS**, the Board of Health’s Director of Health & Human Services has certified that funds are available to cover the cost of this service.

**NOW, THEREFORE, BE RESOLVED** that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into a contract with provider as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that this resolution and the contract itself shall be available for public inspection at the office of the Board of Health’s Director of Health & Human Services during regular business hours; and

**“ROLL CALL RESOLUTION – LABORATORY TESTING”**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Resolution:

Acceptance of the Garden State Laboratories, Inc. contract for the calendar year 2021 year not to exceed \$3,229.87 for the year.

**ROLL CALL VOTE**

<b>BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>JOEL ELKINS, MEMBER</b>	x			
<b>ANTONIA RODRIGUEZ, MEMBER</b>	x			
<b>DR. RUCHI MEHTA, MEMBER</b>	x			
<b>DENISE SERBAY, MEMBER</b>	x			
<b>SARAH BONILLA, MEMBER</b>	x			

**“RESOLUTION – BOH/DEPARTMENT WEBSITE AS OFFICIAL NOTIFICATION/PAY-TO-PLAY”**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Roll Call Resolution:

**RESOLUTION DESIGNATING INTERNET WEBSITE FOR OFFICIAL NOTIFICATION  
PURSUANT TO NEW JERSEY LOCAL UNIT PAY-TO-PLAY LAW**

**WHEREAS**, the Board of Health of the Township of Bloomfield (“Board”), is subject to the provisions of N.J.S.A. 19:44A-20.4 et seq., the “New Jersey Local Unit Play-To-Play” law (“Law”); and

**WHEREAS**, as part of the “fair and open process” contained in the Law, the related contract to be awarded under the “fair and open process” shall be “publicly advertised in newspapers or on the Internet website maintained by the public entity” (N.J.S.A. 19:44A-20.7); and

**WHEREAS**, the Board of Health of the Township of Bloomfield maintains its Internet website at <http://www.bloomfieldwpnj.com/164/Board-of-Health> ; and

**WHEREAS**, the Board desires to designate the Board of Health’s Website as the official notification source for all contracts to be awarded as part of the “fair and open process” pursuant to the Law.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield, as follows:

1. The Board hereby designates the Board of Health of the Township of Bloomfield’s Internet Website at [www.bloomfieldwpnj.com/health](http://www.bloomfieldwpnj.com/health) as the official notification source for contracts to be awarded as part of the “fair and open process” contained in N.J.S.A. 19:44A-20.4 et seq., the “New Jersey Local Unit Pay-To-Play” law; and
2. The Board is not precluded from utilizing its official legal newspaper for notification when it so desires.

**“RESOLUTION – NON-FAIR & OPEN CONTRACT FOR NURSE PRACTITIONER  
FOR PSYCHIATRIC SERVICES”**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Resolution:

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR A NURSE  
PRACTITIONER FOR PSYCHIATRIC SERVICES**

**WHEREAS**, the Board of Health of the Township of Bloomfield has a need for a Nurse Practitioner for psychiatric services and is going to award the contract as a non-fair and open contract pursuant to the provisions *N.J.S.A. 19:44A-20.5*; and

**WHEREAS**, the Board of Health’s Director of Health & Human Services has determined that the value of the services will not exceed \$17,500 for psychiatric consultation services for 2021; and

**WHEREAS**, the term of this contract is to begin January 1, 2021 and ending December 31, 2021; and

**WHEREAS**, Kim Dolan, APN (hereinafter Kim Dolan), has indicated she will act as a Nurse Practitioner to administer psychiatric services for the Board of Health of the Township of Bloomfield in accordance with the terms of its contract; and

**WHEREAS**, Kim Dolan, has completed and submitted a Business Entity Disclosure Certification which certifies Kim Dolan has not made any reportable contributions to a political or candidate committee in the Township of Bloomfield and/or the Board of Health Members in the previous one year, and that the contract will prohibit Kim Dolan, her agents and/or employees from making any reportable contributions during the term of the contract; and

**WHEREAS**, Kim Dolan understands the Board and Township are public entities and that, as a result, this Agreement is subject to the availability of funds and final adoption of a 2021 budget; and

**NOW, THEREFORE, BE IT RESOLVED** that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into a contract with Kim Dolan as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that this resolution and the contract itself shall be available for public inspection at the office of the Board of Health’s Director of Health & Human Services during regular business hours.

***“RESOLUTION – RATIFYING RESIGNATION, RETIRMENT, SEPERATION, OR TERMINATION – BOARD OF HEALTH EMPLOYEE(S)”***

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Resolution:

**RESOLUTION – RATIFYING RESIGNATION, RETIREMENT, SEPARATION, OR TERMINATION OF TOWNSHIP EMPLOYEE/BOARD AND COMMISSION**

**WHEREAS**, the following employee has retired, resigned or is no longer working for the Bloomfield Board of Health:

Name	Title	Effective
Jenna Atmeh	REHS Trainee	December 30, 2020

**WHEREAS**, the aforementioned employees have notified the Director of Health & Welfare that it is their desire to resign, retire or separate from their positions with the Board of Health of the Township of Bloomfield.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield that the Board hereby accepts the above notices.

**BE IT FURTHER RESOLVED** that the Board hereby instructs the Director of Health & Welfare to complete all necessary paperwork and take other actions as necessary to properly effectuate said notices.

***“RESOLUTION – RATIFYING TITLE CHANGE, MODIFICATION OF HOURS WORKED, OR NEW HIRE – BOARD OF HEALTH EMPLOYEES”***

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, opened discussion on this matter.

After discussion, the Board unanimously voted on the following Resolution:

**RESOLUTION – RATIFYING TITLE CHANGE, MODIFICATION OF HOURS WORKED or NEW HIRE BOARD OF HEALTH EMPLOYEE**

**WHEREAS**, in order to meet the obligations required by the Board of Health to carry out their current responsibilities for the Township and contracting communities, the following personnel changes are recommended; and

**WHEREAS**, the Board of Health, by New Jersey State Statute, N.J.S.A. 26:3-19 may employ such personnel as it may deem necessary in order to maintain efficiency and productivity and fix the duties and compensation of its appointees; and

**WHEREAS**, the following employee(s) have demonstrated the efficiency, competency, license, and/or skills required to perform these duties:

NAME	TITLE	STEP	EFFECTIVE	EMPLOYMENT DESIGNATION
Daniela Marquez-Ponce	REHS	2	December 21, 2020	Full Time (DECLINED EMPLOYMENT) **
TBD	REHS	2	TBD	Authorization to approve the hiring of an REHS in place of the above candidate at the same step through the Director of Health & Welfare and memorialized at the next Board of Health Meeting.
Marlene Carmona	Graduate Nurse	2	January 19, 2021	Not to exceed 28hrs a week/Part Time Temporary (Lead and Strengthening Vulnerable Population Grant)
Saharra L. Dixon	Health Educator	1	February 8, 2021	Not to exceed 28hrs a week

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield that the Board hereby accepts the aforementioned personnel changes recommended by the Director of Health and Human Services.

**BE IT FURTHER RESOLVED** that the Board of Health hereby authorizes the Director to take any action necessary to properly effectuate changes above in compliance with the New Jersey Department of Personnel.

**CLOSED SESSION**

The Board, seeing no matters to be discussed in closed session, continued its regular meeting.

**APPROVAL OF CLOSED SESSION MINUTES**

None

**OTHER BUSINESS**

None

**ADJOURNMENT**

The Board, on a motion by BM Rodriguez, seconded by VP Mehta, unanimously voted to adjourn the January 21, 2021 Regular Meeting of the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey at 7:16p.m.

Respectfully submitted,

Karen Lore, Director of Health and Welfare  
Secretary to the Board