

## **REGULAR MEETING OF THE BLOOMFIELD BOARD OF HEALTH JUNE 20, 2019**

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 June 20, 2019 at 6:46 p.m. in Room 111 in the Municipal Building.

### **ROLL CALL**

Director Lore showed the following members to be present:

Joel Elkins, President	Present
Dr. Ruchi Mehta, Vice President	Present
Antonia Rodriguez, Member	Absent
Denise Serbay, Member	Absent
Jody Polidoro, Member	Present
Council Liaison Wartyna Davis	Absent

Also present: Karen Lore, Director of Health & Welfare, Michael Fitzpatrick, Health Officer.

### **APPROVAL OF MINUTES**

The Board, on a motion by BM Polidoro, seconded by VP Mehta, reviewed the May 16, 2019 Regular Meeting minutes.

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

### **PUBLIC COMMENT**

None.

### **LICENSES PENDING APPROVAL – MAY 2019**

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

Trade Name	License Class	Application Fee
TAQUERIA LOS GUEROS	1 Restaurant G	100
CROWN FRIED CHICKEN	1 Restaurant G	100
RUDY'S PASTRIES	Wholesale/Food Processing	350
PHARM-D RX	Food Services	100
ACTIVE LIFESTYLE	Deli/Café/Market	100
ORLANDO'S LATIN DELI	Deli/Café/Market-With Seating	100
F & B Caterers	Deli/Café/Market-With Seating	100

PRIME TIME PIZZA	1 Restaurant G	100
BLOOMFIELD WAX & SKIN CARE	BEAUTY/BAR5-10	100
ULTIMATE VISION HAIR STUDIO	BEAUTY/BAR5-10	100

### **REVIEW OF THE MAY 2019 COMMUNICATIONS**

The Board, on a motion by BM Polidoro, seconded by VP Mehta, reviewed and unanimously voted to accept the May 2019 communications.

### **MAY 2019 FINANCIAL REPORTS**

The Board, on a motion by BM Polidoro, seconded by VP Mehta, unanimously voted to accept the May 2019 Financial Reports.

### **HEALTH OFFICER'S REPORT**

Michael Fitzpatrick, Health Officer, reported on the following:

- Staff working to collect 60 water samples for lead and copper testing as required by DEP by June 30<sup>th</sup> deadline.
- Update provided on rodent control initiatives which include education, pro-active canvassing and enforcement activities.
- Lead grant application submitted, all indications are that grant funding will be approved, however, dollar amounts have not been determined.
- All school nursing audits have been completed and filed with the State
- HO gave a presentation on the use of CBD as additive to food sold at restaurants. Discussion ensued on the potential risks and/or benefits when consumed. Current regulations and limited guidance provided by the NJDOH. The Board was provided handouts on the types of CBD additives and potential for contamination when not properly sourced, dosing issues and counterfeit products. The HO also distributed CDC article "*Outbreak of Acute Poisonings Associated with a Counterfeit Cannabidiol Product.*" Additionally, the HO discussed methods for analyzing and testing products and provided a handout on industry testing standards. The Board will be considering implementing local ordinance for regulation of product if NJDOP does not provide additional guidance.
- Ongoing contract negotiations underway for contracts ending December 2019. HO authorized to provide 6 month notice of termination if terms cannot be agreed too prior to year-end.

### **DIRECTOR OF HEALTH AND WELFARE REPORT**

The Director provided the following report to the Board:

- Biannual "all staff" meeting held today. The staff received a refresher training on how to use the language line. Our 2019 quality improvement plan, community health improvement plan and strategic plan were also reviewed. Additionally, the staff was informed on actions taken by the Board of Health and current issues under discussion. An employee achievement award was presented to Jill Scarpa for her outstanding work

in maintaining accreditation standards and state DOH requirements. A 20 minute presentation on employee self-care was provided to assist employees in managing stress.

- The nurses held an Osteoporosis/Bone Density Screening in the nursing office. The screening was provided by the Hackensack Meridian Health Mountainside Medical Center Community Health Division. Screenings are recommended for both men and women. Patients who attended the screening, were provided information and referred for further evaluation and follow-up if needed.
- For the 2<sup>nd</sup> growing season in a row, vegetables are being donated by the Community Garden to human services for distribution to low income residents. This program helps enhance the lives of residents by enabling them to have access to vegetables that are not normally distributed at food pantries and are too costly for most to purchase.
- We have been getting great feedback about the veggie truck changing their hours to 4:30p – 6pm every other Tuesday in front of the Bloomfield Library. To accompany the veggie truck the Library, Health Dept., Parks, Recreation & Cultural Affairs have partnered together to offer a series of free events for the summer
- After many month of searching for a cost effective data collection system that met all IT, HIPPA and other needed requirements, with the help of Jean-guy in IT, Human Services will be implementing a cloud based data collection program. The program will enable us to track services in a more efficient manner and access demographics to help identify residents that would benefit from new programs and services. Staff is currently being trained and the launch date is scheduled for July1, 2019.
- Activities on Washington St Lot/Alley & surrounding area is being canvassed on a daily basis, supervisor Vincent Nicosia inspected area to determine where rodent traps can be safely placed. The area will be treated with rodent traps/bait boxes by pest control company. We have also canvassed the area (Wash St, Farrand St) & placed door hangers on all buildings/businesses in that area 2 weeks ago. Information was also posted on website and social media regarding the canvassing activities (rodent control investigation/environmental assessment) that will be occurring around town. Summonses were issued to two (2) building owners in violation, where identified dumpsters were consistently overflowing with garbage. The dumpster along the Farrand St side (which 3 businesses use) are now utilizing a bigger dumpster (they now have a 4 yard dumpster; as opposed to a 2 yard) & the dumpster is now locked, so

we are immediately seeing some better results there. We are seeing increased cooperation by the property owners as a result of our enforcement efforts. We will also be making DPW aware that in situations when we cannot determine the responsible party for any dumping occurring on the ground and not in a dumpster we will be requesting that it be picked up by DPW to clean the area.

- In collaboration with the Center of Excellence for Latino Health at Clara Maass on their Partners for Health grant we have identified an implementation site in Bloomfield. We will be working with the Library and Literacy Volunteers of America ESL program and have identified a receptive audience to begin the health promotion initiatives identified in the grant. Screenings will be held twice a month on Tuesdays at the Library.
- The nurses helped to coordinate the Vitalant Blood Drive sponsored by the department on Tuesday, May 28th. The Blood Drive took place on Broad Street in front of the Library from 2:30pm-7:30pm. The Bloomfield Police Department helped to block off space for the mobile blood van as well as extended courtesy parking to those donating. A total of 20 participants participated in the Blood Drive and 28 products were collected (20 whole blood products and 8 double red blood products).
- Nurses attended the 2019 NJ Immunization Conference: topics presented included avoiding common errors in vaccine storage and handling, reporting, investigating and monitoring the spread of vaccine-preventable disease specifically meningococcal and measles, school immunization requirements and the HPV vaccination recommendations for adolescents.
- Human Services staff is currently registering children for the Mayor and Council backpack program which will take place August 25<sup>th</sup>, 2019.
- The Director commended 2 health department employees Ernest Gonzalez and Lisa McMahon along with Judge Benitez who received a very nice thank you from couple who married on May 21, 2019. "We had such a pleasant experience, the process was seamless and the morning was just what we wanted. As new residents of Bloomfield, we sincerely thank you!" A donation was made in their honor to the Special Olympics.
- Mayo Lordo presented at Carteret Elementary School on Breakfast after the Bell. The Health Department has applied for funding for 3 schools within the district to each receive \$10,000 to launch the program. The

presentation also included education on how to avoid rodent issues within the classroom and answer staff questions about the program. Implementation is scheduled for fall, 2019. This presentation will also be done at Watsessing elementary school. Berkeley elementary that has already implemented the program and received \$10,000 but will be eligible to receive another \$10,000.

- The veggie truck made its' first appearance on June 4<sup>th</sup>, 2019 in front of Bloomfield Public library. Over 30 people purchased items from the truck within an 1 ½ hour period. The health department "lead" team was also there giving out information on lead and other department programs.
- Employees Maya Lordo and Sharon Guerrero attended a training in Trenton on June 7<sup>th</sup>, 2019 and will be certified as users of Leadtrax. Leadtrax is a NJ DOH database used to track lead cases. Once certified users have the ability to access notifications of new cases, review case records, document case management and environmental events, and communicate with other LeadTrax users and NJ DOH childhood lead program staff.
- As part of our Childhood Lead Prevention/ Healthy Homes initiative in Bloomfield we are committed to identifying lead based hazards and increasing the knowledge of environmental hazards/information to our residents. We are providing complimentary lead testing of products. Residents can bring 3 items into the health department in room 111 from 10:00-12:00 on 6/25, 7/2, 7/9, 7/16, 7/23, 7/30 for free lead testing of toys, soil and consumer products. Parents should be aware of the risk of buying recalled toys, products from inside or outside the US or acquiring old/second hand toys.
- The BMAC supported the Bloomfield High School's Kind Klub year-end event. They are currently up to 1000 followers on Instagram and have been very influential in bringing mental health awareness programming to the high school. The Alliance will be supporting them again next year from grant funding.
- The BMAC is supporting the town wide track meet with recreation department. An informational table on substance abuse, and educational material for parents on various topics will be available and some refreshments provided to help contribute to the success of the event.

**COUNCIL LIAISON'S REPORT**

No report.

**BOARD PRESIDENT’S REPORT**

No report.

**UNFINISHED BUSINESS**

No unfinished business.

**NEW BUSINESS**

*“RESOLUTION – PEDIATRIC SERVICES 2019”*

The Board, on a motion by BM Polidoro, 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 PEDIATRICIAN**

**WHEREAS**, the Board of Health of the Township of Bloomfield has a need for a Pediatrician 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 is from July 10, 2019 ending December 31, 2019; and

**WHEREAS**, Dr. Gloria Okoh, has indicated she will continue to act as the Pediatrician for the Board of Health of the Township of Bloomfield in accordance with the terms of her current contract; and

**WHEREAS**, Dr. Gloria Okoh has completed and submitted a Business Entity Disclosure Certification which certifies Dr. Gloria Okoh 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 Dr. Gloria Okoh, her 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 Dr. Gloria Okoh 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

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the official newspaper of the Board of Health of the Township of Bloomfield.

*“RESOLUTION – INTERLOCAL PUBLIC HEALTH CONTRACT RENEWAL  
(CALDWELL)”*

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

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

**RESOLUTION TO PROVIDE INTER-LOCAL SERVICES TO THE BOROUGH OF CALDWELL FOR PUBLIC HEALTH SERVICES**

**WHEREAS**, *N.J.S.A. 26:3-1 et seq.* establishes the public health services required of a local Board of Health in every New Jersey Municipality; and

**WHEREAS**, the said and attached agreement complies with *N.J.S.A. 40:8A-1 et seq.*, known as the Inter-Local Services Act.

**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 the attached agreement with the Borough of Caldwell to provide

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the Borough with public health services and apply all expenditures, reimbursements and compensations previously provided to carry out these services. \* \* \*

***“RESOLUTION – EXTENSION OF LEAD GRANT EMPLOYMENT – MTRUSDELL”***

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

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

**R E S O L U T I O N – T E M P O R A R Y P A R T - T I M E H I R E – H E A L T H E D U C A T O R ( E X T E N S I O N O F T I M E )**

**WHEREAS**, the Board of Health has applied for a grant with the NJ Department of Health & Human Services for Childhood Lead Prevention for the period of July 2019 through June 2020; and

**WHEREAS**, the grant requires the Department of Health and Human Services to provide services as outlined within the grant application; 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 and fix the duties and compensation of its appointees; and

**WHEREAS**, Megan K. Trusdell as a temporary hire currently provides health education as required by the grant; and

**WHEREAS**, it has been determined that the need for health education services will continue to be necessary to comply with future grant requirements.

**NOW, THEREFORE, BE IT RESOLVED**, that Megan K. Trusdell continue in her role as a part-time temporary hire for an extended period of 6 month and to not exceed 28 hours per week at her current salary.

**NOW, THEREFORE, BE IT FUTHER RESOLVED** by the Board of Health of the Township of Bloomfield that in the event that the grant for the July 2019/June 2020 period is not granted, employment will cease immediately upon notification from the State Department of Health that the grant funding will not be obtained.

***“RESOLUTION – EXTENSION OF LEAD GRANT EMPLOYMENT – DBROOKS”***

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

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

**R E S O L U T I O N – T E M P O R A R Y P A R T - T I M E H I R E – H O U S I N G I N S P E C T O R ( E X T E N S I O N O F T I M E )**

**WHEREAS**, the Board of Health has applied for a grant with the NJ Department of Health & Human Services for Childhood Lead Prevention for the period of July 2019 through June 2020; and

**WHEREAS**, the grant requires the Department of Health and Human Services to provide services as outlined within the grant application; 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 and fix the duties and compensation of its appointees; and

**WHEREAS**, Danyella Brooks as a temporary hire currently provides housing inspections as required by the grant; and

**WHEREAS**, it has been determined that the need for housing inspection services will continue to be necessary to comply with future grant requirements.

**NOW, THEREFORE, BE IT RESOLVED**, that Danyella Brooks continue in her role as a part-time temporary hire for an extended period of 6 month and to not exceed 28 hours per week at her current salary.

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**NOW, THEREFORE, BE IT FUTHER RESOLVED** by the Board of Health of the Township of Bloomfield that in the event that the grant for the July 2019/June 2020 period is not granted, employment will cease immediately upon notification from the State Department of Health that the grant funding will not be obtained.

***“RESOLUTION – EXTENSION OF LEAD GRANT EMPLOYMENT –  
MBERGSTROM”***

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

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

**R E S O L U T I O N – TEMPORARY PART-TIME HIRE – REGISTERED ENVIRONMENTAL HEALTH SPECIALIST  
(EXTENSION OF TIME)**

**WHEREAS**, the Board of Health has applied for a grant with the NJ Department of Health & Human Services for Childhood Lead Prevention for the period of July 2019 through June 2020; and

**WHEREAS**, the grant requires the Department of Health and Human Services to provide services as outlined within the grant application; 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 and fix the duties and compensation of its appointees; and

**WHEREAS**, Melanie Bergstrom as a temporary hire currently provides registered environmental health services as required by the grant; and

**WHEREAS**, it has been determined that the need for registered environmental health services will continue to be necessary to comply with future grant requirements.

**NOW, THEREFORE, BE IT RESOLVED**, that Melanie Bergstrom continue in her role as a part-time temporary hire for an extended period of 6 month and to not exceed 28 hours per week at her current salary.

**NOW, THEREFORE, BE IT FUTHER RESOLVED** by the Board of Health of the Township of Bloomfield that in the event that the grant for the July 2019/June 2020 period is not granted, employment will cease immediately upon notification from the State Department of Health that the grant funding will not be obtained.

***“2019 QI REVIEW”***

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

Director Lore reviewed the completed Quality Improvement Plan. She discussed the areas selected in the 4 service areas targeted for improvement and how the initiatives will be tracked and reported on. Staff training schedule and participation in the plan development was also discussed. A copy of the plan will be placed on the Township webpage for review by the public and objectives and progress will be monitored by the QI team.

**CLOSED SESSION**

The Board, seeing no reason to enter into Closed Session, continued in Open Session.

**APPROVAL OF CLOSED SESSION MINUTES**

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Based on its review, the Board, on a motion by BM Polidoro, seconded by VP Mehta, unanimously voted to approve the Closed Session Minutes of May 16, 2019 as submitted.

**ADJOURNMENT**

The Board, on a motion by BM Polidoro, seconded by VP Mehta, unanimously voted to adjourn the June 20, 2019 Regular Meeting of the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey at 7:38p.m.

Respectfully submitted,

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