

Park Ridge, NJ
January 17, 2008
8PM

The regular meeting of the Board of Health was called to order by the Secretary at the above time, date and place.

The Compliance Statement as required by the Open Public Meetings Act, P.L. 1975 Chapter 231 was read by the Secretary.

PRESENT: Dr. Miller, Dr. Valas, Ms. Roy, Ms. Scheulen, Dr. Lincoln

ABSENT: Ms. Bertini, Ms. Deppert, Mr. Meyer, Ms. Viscovic

ALSO PRESENT: Ms. Linda Quinn, Principal Environmental Health Specialist,
Bergen County Department of Health Services

NOMINATIONS FOR THE OFFICE OF PRESIDENT FOR THE YEAR 2008

Dr. Valas nominated Ms. June Bertini for the office of President. The nomination was seconded by Ms. Scheulen. There were no other nominations.

All votes were recorded as yeas – Dr. Miller, Dr. Valas, Ms. Roy, Ms. Scheulen,
Dr. Lincoln

NOMINATIONS FOR THE OFFICE OF VICE PRESIDENT FOR THE YEAR 2008

Dr. Valas nominated Dr. Marilyn Miller for the office of Vice President. The nomination was seconded by Ms. Roy. There were no other nominations.

All votes were recorded as yeas – Dr. Valas, Ms. Roy, Ms. Scheulen, Dr. Lincoln

Dr. Miller took over as Vice President of the Board of Health at 8:15PM.

BOARD RE-APPOINTMENTS FOR 2008

Dr. Miller announced the Board re-appointments made by the Mayor and Council at the January 2, 2008 re-organization meeting.

- Dr. Joan Valas – term to expire on December 31, 2010
- Dr. Marilyn Miller – term to expire on December 31, 2010
- Dr. Robert Lincoln – term to expire on December 31, 2008

ACCEPTANCE OF MINUTES - Ms. Roy motioned that the minutes of the November 15, 2007 meeting be accepted. The motion was seconded by Ms. Scheulen. Unanimously approved.

APPROVAL OF INVOICES

- | | |
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| • Postage – November 2007 | \$ 34.18 |
| • Postage – December 2007 | 39.95 |
| • Holiday Party – Louie’s On The Avenue | 1,238.80 |
| • Petty Cash-Registrar’s Luncheon/Joan Higgins & Liz Maggio | 70.00 |
| • Office Business Machines – Maintenance Contract | 233.60 |
| • Bergen County Dept of Health Services – Bloodborne Pathogen Program Professional Services Agreement | 2,400.00 |
| • Tyco Animal Control – contract payment – 11/07 | 700.00 |
| • Tyco Animal Control – 3 emergency responses | 150.00 |
| • Tyco Animal Control – contract payment – 12/07 | 700.00 |
| • Tyco Animal Control – 1 emergency response | 50.00 |
| • Maco Office Supplies – Envelopes | 7.90 |
| • Pascack Community Services-Home Visits/Flu Shots-10/07 | 186.00 |
| • Pascack Community Services – Home Visit/Flu Shot-12/07 | 93.00 |
| • Pascack Community Services Contract Pymt-December 2007 | 117.00 |

Ms. Roy motioned that the invoices be approved. The motion was seconded by Dr. Valas. Unanimously approved.

REPORT – ENVIRONMENTAL HEALTH SPECIALIST - NOV & DEC 2007

- A&P Deli– Ms. Quinn reported that there were violations noted in the kitchen. She consulted with the manager of the store and the manager of the deli. The temperatures of the salads were too high, because the stands that they are displayed on are too high to be refrigerated properly. She advised that they should get their own digital thermometer to test temperatures periodically. The serving utensils and the buckets housing them were not clean. She also checked the prepared foods to make sure they hadn't been out too long. A log is kept, and the foods are color coded with toothpicks to make sure that they are not kept out for more than 4 hours.
- A&P Grocery – The grocery was conditional. Thirty-five items were found to be out of date.
- 15A So. Maple Ave – The resident at this address complained of a smell of gas in her apartment. Ms. Quinn consulted with the Building Department and the Fire Inspector. She visited the resident again, and there were no odors in the hallway or in the apartment. She also called the company that manages the complex. It was determined that the resident has a mental problem. Her daughter was contacted.
- Valentino's - The restaurant had some minor violations. Ms. Quinn suggested that more lighting be added in the walk-in refrigerator.
- Dragon House – A conditional rating was given to Dragon House. Ms. Quinn had the owner of the establishment sign up for a Food Managers Course.
- Burger King – During the renovation of the restaurant, Ms. Quinn had them add an extra hand-wash sink. Upon inspection, everything was approved for the re-opening.

BOARD OF HEALTH 2008 PROPOSED BUDGET

The Board reviewed the proposed budget and agreed that it should be submitted to the Mayor and Council for their approval.

Legal Advertising	\$ 350.
Postage	450.
Printing & Binding	350.
Books & Publications	350.
Office Supplies	700.
Conferences & Meetings	2,500.*
Professional Association Dues	250.
Office Equipment	400.
BC Dept of Health Services Contract	38,711.
Board of Health – Hepatitis	2,500.
Health Promotions	200.
Flu Clinic	1,200.
Tyco Animal Control	10,500.
Bergen Care Home Health	1,440.
Hillsdale Child Health Clinic	600.
Bergen Care Home Health – Home Visits	<u>1,000.</u>
	\$61,501.

*Because of increased requirements for the Registrar and Deputy Registrar, more conferences and meetings have to be attended to obtain yearly certification.

Motion to submit budget: Ms. Scheulen

Motion seconded: Dr. Valas

INTRODUCTION OF BOARD OF HEALTH RESOLUTION AUTHORIZING THE BOARD PRESIDENT AND VICE PRESIDENT TO SIGN THE 2008 CONTRACT FOR SERVICES WITH BERGEN CARE HOME HEALTH

BOROUGH OF PARK RIDGE
BOARD OF HEALTH
RESOLUTION

WHEREAS, the Park Ridge Board of Health is required to provide health services for the Borough residents, and

WHEREAS, the Board of Health has accepted a contract with Bergen Care Home Health for the year 2008 to provide health services:

NOW, THEREFORE, BE IT RESOLVED BY the Board of Health of the Borough of Park Ridge that the Board President and Vice President are authorized to sign the contract with Bergen Care Home Health for the year 2008.

Introduced by Board of Health Member Dr. Robert Lincoln

Seconded by Board of Health Member Ms. Peggy Scheulen

Adopted: January 17, 2008

ATTEST:
Joan P. Higgins
Secretary

APPROVED:
June Bertini
President

Certified to be a true copy of a resolution adopted by the Board of Health at the meeting held on January 17, 2008.

Joan P. Higgins, Secretary

Upon review of the Bergen Care Home Health contract, Dr. Valas suggested that certain wording in the contract should be change, and that certain of the language in the contract be clarified, before approval.

INTRODUCTION OF BOARD OF HEALTH RESOLUTION AUTHORIZING THE BOARD PRESIDENT TO SIGN THE BERGEN COUNTY DEPARTMENT OF HEALTH SERVICES 2008 CONTRACT FOR SERVICES

BOROUGH OF PARK RIDGE
BOARD OF HEALTH
RESOLUTION

WHEREAS, the Park Ridge Board of Health is required to provide health services for the Borough residents, and

WHEREAS, the Board of Health has accepted a contract with the Bergen County Department of Health Services for the year 2008 to provide health and sanitarian services:

NOW, THEREFORE, BE IT RESOLVED BY the Board of Health of the Borough of Park Ridge that the Board President and Vice President are authorized to sign the contract with the Bergen County Department of Health Services for the year 2008.

Introduced by Board of Health Member Ms. Cathy Roy

Seconded by Board of Health Member Ms. Peggy Scheulen

Adopted: January 17, 2008

ATTEST:
Dr. Marilyn Miller
Vice President

APPROVED:
Ms. June Bertini
President

Certified to be a true copy of a Resolution adopted by the Board of Health at the meeting held on January 17, 2008.

Joan P. Higgins, Secretary

INTRODUCTION OF BOARD OF HEALTH RESOLUTION AUTHORIZING THE BOARD PRESIDENT AND VICE PRESIDENT TO SIGN THE 2008 CONTRACT FOR CHILD HEALTH CONFERENCE SERVICES WITH THE HILLSDALE BOARD OF HEALTH

BOROUGH OF PARK RIDGE
BOARD OF HEALTH
RESOLUTION

WHEREAS, the Park Ridge Board of Health is required to provided Child Health Care (CHC) services for the Borough residents, and

WHEREAS, Bergen Community Health Care, which is now Bergen Care Home Health, will not be providing Child Health Care (CHC) services any longer:

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Health of the Borough of Park Ridge that the Board President or the Board Vice President is authorized to sign a contract with the Hillsdale Board of Health to be the provider of Child Health Conference (CHC) services in compliance with the New Jersey State Department of Health and Senior Services guidelines.

Introduced by Board of Health Member Dr. Robert Lincoln

Seconded by Board of Health Member Ms. Peggy Scheulen

Adopted: January 17, 2008

ATTEST:

APPROVED:

Joan P. Higgins
BOARD SECRETARY

Dr. Marilyn Miller
VICE PRESIDENT

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FLU CLINIC

The Secretary reported that 250 vaccines were ordered for the clinic, which was conducted on November 30, 2007, and that 205 vaccines were used. Dr. Licciardone went to administer the vaccine to the residents of Woodland Gardens. Receipts from the clinic totaled \$1,180.

SPECIAL POPULATIONS SURVEY

Dr. Valas informed the Board members that she is now the Park Ridge Emergency Management Coordinator, and that she is taking care of the “Special Needs Populations” survey from the Bergen County Department of Health Services. Dr. Miller stated that people have to self –identify. Dr. Valas said that Montvale has established a special needs registry, and that the Montvale Board of Health president be contacted to inquire as to how it was done. Ms. Roy said that the Board should also find out how Montvale monitors the residents on the registry. She also suggested that the Board partner with other community organizations to establish a registry.

NALBOH & NJLBHA 2008 MEMBERSHIPS

The Board members agreed to join the National Association of Local Boards of Health and the New Jersey Local Boards of Health Association for the year 2008. The cost for the memberships will be \$190.

CHIP TASK FORCE

The CHIP (Community Health Improvement Plan) Task Force is looking for members for its Alcohol, Tobacco, and Other Drugs Committee. Dr. Lincoln agreed to volunteer.

CORRESPONDENCE

- Park Ridge Utilities – November & December 2007- Monthly Coliform Reports
- Park Ridge Utilities – 4th Quarter Sampling Submittals- 11/19/2007 & 12/12/2007
- Park Ridge Utilities– Re-Submittal of October 2007 Coliform Report
- Park Ridge Utilities – 2nd and 3rd Quarter Chlorine Disinfectant Residuals Reporting Forms
- Park Ridge Utilities – 4th Quarter VOC & Arsenic Report for New Well #20

As there was no further business to come before the Board, a motion to adjourn was made by Dr. Valas. The motion was seconded by Ms. Roy.

The meeting was adjourned at 9:45PM.

Respectfully submitted,