

BOUND BROOK BOARD OF HEALTH
MEETING
THURSDAY, SEPTEMBER 12, 2013
MINUTES

The meeting was called to order by President L. Slater at 6:05 P.M. with the following statement:

“This meeting held in compliance with the Open Public Meeting Law in that the requirements of the Law have been met by the Annual Meeting Notice being forwarded to the Courier News and posted in the Municipal Building on January 3, 2013.”

ROLL CALL:

The following members were present: Lisa Slater, Judy Bailey, Mary Fuentes, Angela Robinson, Mary Straub, and Albert Torregroza.

The following were also present: Kevin Sumner, Health Officer.

PUBLIC SESSION:

No public was present. Public portion of meeting closed.

ACCEPTANCE OF MINUTES:

A. Robinson moved for acceptance of the minutes of the April 11, 2013 meeting. Motion seconded by M. Fuentes. All were in favor.

COMMISSION:

K. Sumner reported that the Commission will be holding an influenza clinic on September 26, 2013 at Our Lady of the Mount Catholic Church in Warren. A rabies clinic will be held in Bound Brook on December 7, 2013 from 11:00 am to noon at Borough Hall. Other rabies clinics are scheduled in other towns of the Commission on the first Saturdays of November and December.

K. Sumner distributed print copies of the 2012 annual report and advised members that a digital version is available on the Commission website. This report will be reviewed in detail at the Commission Annual Meeting in October.

K. Sumner reported that the Commission completed its strategic plan and identified four priority areas. They are:

- Addressing lifestyle choices that influence health
- Communications
- Emergency Preparedness
- Preparation for Accreditation

This document will provide a roadmap and guidance for Commission activities

The 2014 budget process has begun. The Commission will be adopting its budget and a local budget will be presented at the November meeting for the Board's approval.

The Commission will hold its annual meeting in October to review the 2012 Annual Report, Strategic Plan, Roles and Responsibilities of Board members and other topics of interest.

The Commission has developed a residential pool inspection and education program to encourage safe and healthy residential pools. The Commission recognized that drownings were a risk in private pools and while the health department has no enforcement authority it was agreed an education program to try to reduce the risk was valuable. With the help of an intern an educational flier and inspection checklist was created and this will be promoted as a service next spring. Mr. Torregroza suggested offering a short program in the libraries in the spring to promote the service.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. Members reviewed the activities reports for June, July and August 2013.

Members asked about the Community Health Improvement Plan. K. Sumner advised that this plan was prepared in conjunction with Somerset Medical Center and addresses the entire County, not just Bound Brook of the Commission. However, the assessment and plan identify issues that are clearly of relevance in Bound Brook such as obesity and access to care. The plan is based primarily on a Behavioral Risk Factor Assessment wherein 2000+ residents participated in a lengthy phone questionnaire about their health and behaviors. Other data sources were consulted, but on a limited basis so much of the plan is based on self reported information. One of the first implementation steps of the plan is to identify more data and develop realistic and achievable metrics for moving forward. The plan is an appendix to the Commission strategic plan.

Members also asked about the Produce store next to E fingers and why it closed. K. Sumner advised we do not know. Burger Shak was also discussed. K. Sumner advised members what Nixle is; an emergency alert system to phones or email addresses that is managed by local police. Members were encouraged to sign up for the service.

K. Sumner reported that the after hour and weekend events involving food establishments are increasing and may soon represent a time problem. Since Nancy is only part-time and there is no funding to pay overtime she has to claim compensatory time for inspections at these events. This will result in time off during normal hours and a possible hardship in completing the routine inspections. Increasing the hours may be necessary to get the

work done and as has always been the case, Bound Brook needs more than part-time inspector services. K. Sumner will keep the Board apprised of this issue moving forward. Instituting an inspection fee for after hour activities may be another option, but this will have to be investigated for legality prior to adoption. Board members were not in favor of this option compared to increasing inspector hours, but recognized that resources are a limiting factor.

ADDENDUM:

Members asked about the status of the Council Liaison to the Board of Health. K. Sumner reported he had no information. L. Slater offered to reach out to the Liaison and request attendance at the Board of Health meetings.

ADJOURNMENT:

There being no further business before the Board, M. Fuentes moved to adjourn at 6:45 P.M. Seconded by A. Robinson. All in favor.

Respectfully submitted,

Kevin G. Sumner
Health Officer