

BOUND BROOK BOARD OF HEALTH
MEETING
THURSDAY, NOVEMBER 14, 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, Helen Goodrich, Barbara Lobman, Angela Robinson, Alberto Torregroza, and Mariella Milanova.

The following were also present: Council Liaison John Miller, Kevin Sumner, Health Officer, and Nancy Lanner, REHS.

PUBLIC SESSION:

No public was present. Public portion of meeting closed.

ACCEPTANCE OF MINUTES:

M. Fuentes moved for acceptance of the minutes of the September 12, 2013 meeting. Motion seconded by A. Robinson. All were in favor.

COMMISSION:

K. Sumner reported that the Commission held its influenza clinic on September 26, 2013 at Our Lady of the Mount Catholic Church in Warren. Turn out at the clinic was better than in the recent past. Between the clinic and the school we service in Watchung we vaccinated close to 100 individuals, approximately 65 at the clinic.

A rabies clinic will be held in Bound Brook on December 7, 2013 from 11:00 am to noon at Borough Hall. Rabies clinics were held in South Bound Brook and Green Brook on November 2 with approximately 100 cats and dogs vaccinated.

The Commission finance committee recommended a 2014 budget to the full Commission which was officially approved by the Commission on November 12. The budget includes a 1.5% salary increase for staff, consistent with the 2013 cost of living increase.

The Commission held its annual meeting on October 28. At this meeting 2012 Annual Report, Strategic Plan, Roles and Responsibilities of Board members and other topics of

interest were covered. In addition, a representative from the NJ Sharing Network attended and presented on organ donations. Approximately 11 Board members from Commission towns attended, with three (3) from Bound Brook [Lisa Slater, Alberto Torregroza, Mariella Milanova]. The Bound Brook representatives attending the meeting each commented on their participation.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. Members reviewed the activities reports for September and October 2013.

Members asked about and discussed the following issues:

- 25 Burgers and its many conditional inspection results. N. Lanner noted that the hood system in the establishment is not designed to support their operations and results in violations, as does the facility as a whole. They have outgrown the space.
- N. Meadow Rd rodents – N. Lanner reported that a wood pile may have been contributing to a rodent harborage problem.
- Members asked about why the new Produce store by Efingers closed. No one knows the reason.
- A. Torregroza asked about the regional emergency planning activities. K. Sumner reported that due to decreasing federal funding and as an effort to facilitate better relations and collaboration the NJ Department of Health is requiring regional planning and preparedness. Therefore Somerset County and all its health departments is working with all the departments in Hunterdon and Mercer County to identify strengths and weaknesses and then to develop one year and three year plans to address identified issues.
- One member asked about the Tb testing serum shortage. K. Sumner reported that he was not sure as to the cause of the shortage, but for the two cases where there was a need for the serum an acceptable substitute, as recommended by CDC, was available for use. Current status of availability is unknown.
- Members asked about the emergency crew exposure. K. Sumner reported he did not know what, if any disease was really present, but the squad Chief was concerned as were members and K. Sumner reviewed the reporting and follow up procedure with the chief by voice mail. No call was ever returned regarding further needs of the members.
- It was asked why the florist was inspected. N. Lanner reported they have limited food supplies on site, especially for their fruit baskets.
- Shiga toxin was questioned. K. Sumner reported that Shiga toxin is a generic description of the result of shigella bacteria infection, generally a foodborne related illness.

B. 2014 Budget

K. Sumner reported that the 2014 Commission budget has been approved with a 1.5% salary increase, resulting in an overall Commission budget increase of less than 2%. Sumner also reported that whereas over the past three years the Commission has been able to utilize reserve funds, as a result of a grant, to offset increases to the towns of the Commission during the most economically difficult years of the Commission, those funds are no longer available. This results in a reduction in the revenue side of the budget and a need to increase local contributions. As a result Bound Brook's contribution for 2014 was presented as \$94,296.00. K. Sumner reported that he has discussed the budget with the Borough Administrator and recommends it be approved. B. Lobman moved to adopt the budget at \$94,296.00 for 2014, seconded by M. Fuentes. During discussion K. Sumner presented the 2014 employee salaries, a five year Commission budget history demonstrating steady declines in the overall budget, and a one-page document high-lighting the decreasing resources (financial and personnel) over five years aligned with a continual increase in work load. This led to a discussion about the need to increase the inspector hours from part time to full time in the not too distant future. All agreed the need was present, but that this was not the time to move forward, but to keep the issue on the table for future consideration.

With no further discussion the budget was approved unanimously by roll call vote of all present.

ADDENDUM:

K. Sumner advised members that the Greater Somerset Public Health Partnership is the recipient of CDC grant funds which will be used to focus on policies around limiting tobacco use in multi-family housing units. Bound Brook, due to its multi family units and disparate population needs has been identified as a focus of the grant so we will be working to identify facilities that might be interested in considering smoke-free environments. Councilman Miller asked about E-cigarettes and their control. K. Sumner explained that E-cigarettes are treated the same as all tobacco products in the state indoor air act, but likely have to be specified in local ordinances.

K. Sumner also reported that he is likely to be sponsoring two interns in the spring. The Commission has identified a concern around adult vaccinations and immunity levels and wants to develop an education program around this issue. One intern from William Paterson University will focus on this while the other from Rutgers will be working on the Commission's emergency plans, especially its contact listings for emergencies.

ADJOURNMENT:

There being no further business before the Board, M. Fuentes moved to adjourn at 6:55 P.M. Seconded by M. Milanova. All in favor.

Respectfully submitted,

Kevin G. Sumner
Health Officer