

BOUND BROOK BOARD OF HEALTH
MEETING
THURSDAY, JANUARY 12, 2017
MINUTES

The meeting was called to order by Health Officer Kevin Sumner at 6:00 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 4, 2017.”

ROLL CALL:

The following members were present: Judy Bailey, Angela Robinson, Lisa Slater, and Alberto Torregroza.

The following were also present: Kevin G. Sumner, Health Officer and Nancy Lanner, REHS.

REORGANIZATION:

K. Sumner administered the oath of office to L. Slater and A. Torregroza.

K. Sumner opened the floor for nominations for President of the Board of Health for 2017. L. Slater nominated A. Torregroza who declined. A. Torregroza nominated L. Slater who also declined, as has been President for several years. L. Slater nominated J. Bailey, seconded by A. Robinson. There being no further nominations, L. Slater moved to close nominations, seconded by A. Robinson. All in favor. J. Bailey unanimously elected President.

President J. Bailey opened the floor for nominations for Vice President and A. Robinson nominated A. Torregroza, seconded by L. Slater. There being no more nominations, J. Bailey moved to close nominations, seconded by L. Slater. A. Torregroza unanimously elected Vice-President.

President Bailey made the following appointments:

1. Nancy Lanner was appointed Registered Environmental Health Specialist.
2. George Psak was appointed Board of Health Attorney
3. Kevin Sumner was appointed Health Officer and Secretary to the Middle-Brook Regional Health Commission
4. Alberto Torregroza and Richard Eschle were appointed representatives to the Middle-Brook Regional Health Commission; Helen Goodrich was appointed alternate to the Commission.
5. Robyn Key and Donna Ostman were appointed REHSs to cover Bound Brook in the case of an emergency.

PUBLIC SESSION:

No public was present. Public portion of meeting closed.

ACCEPTANCE OF MINUTES:

A. Robinson moved for acceptance of the minutes of the November 10, 2016 meeting. Motion seconded by L. Slater. All in favor.

COMMISSION:

K. Sumner advised the members that the Commission Reorganization Meeting is scheduled for Monday February 6 beginning at 7:00 p.m. in the Green Brook Municipal Building. All are always welcome to attend and the representatives will be notified prior to the meeting.

- A. K. Sumner also distributed a copy of the Commission meeting dates along with the schedule of local Board of Health meetings.

UNFINISHED BUSINESS:

- A. K. Sumner updated members on the activities associated with the Culture of Health grant focusing on Bound Brook and South Bound Brook. He advised that several key informant interviews have been conducted as well as focus groups in an attempt to gather data about health concerns in the towns as well as hearing from the residents of the towns. Similarly, a survey is being developed to collect information and it will be released in February. There will also be a “kick-off” session to promote the activities, promote the survey, and to gather further information and support from the residents of the town. Board members will be advised of this kick off meeting. Members were reminded this is a four-year grant totaling \$200,000.00 and the last three years will be to implement changes in the Borough to improve the culture of health in the towns.
- B. K. Sumner reviewed the 2017 Board of Health budget approved by the members in December. He further advised members that he had received a request by the Administrator to submit two budgets: one for full time REHS health services and one for part time. Sumner described his conversation with the Administrator, explaining that Bound Brook needs full time services and that any change would have to come from the Board as required by statute. Sumner also explained that based on his conversation with the Administrator it seemed that there was a belief that the REHS was performing code enforcement activities and if that was eliminated from the activities then only part time services was necessary. Sumner provided documentation for the hours needed to complete the work and demonstrated that full time is warranted (See attached documents). Members added that with redevelopment and increased housing there will be an increased workload due to more complaints and communicable diseases. They also referred

to the increased number of restaurants and need for inspections. Members discussed the nature of the food establishments as being small businesses and not managed by corporations requiring more education, more inspections, and more time. In addition, various communication barriers increase the time required to perform the work. Members agreed that the breakdown of hours and work provided demonstrates the need for full time services even without code enforcement activities. Members further discussed that many, if not a majority, of the code enforcement inspections are also health concerns and therefore required to be followed up by the health department.

Following lengthy discussion and upon motion by L. Slater to maintain and approve full time services as previously adopted, and second by A. Robinson the Board unanimously approved the 2017 budget based on full time services and declined to propose part time services due to the needs of the Borough. Board members requested the minutes reflect the great job N. Lanner does and the extent of the work provided to the Borough. Members agreed to speak to elected officials as follow up and K. Sumner will convey actions of the Board to the Administrator.

NEW BUSINESS:

- A. Members reviewed the activities reports for November and December 2016. Members noted and/or discussed the following:
- Members asked about home baked goods and cottage businesses based on the existing crawfish and cupcake businesses. N. Lanner explained that these are not home based businesses but businesses that are conducted in approved and inspected commercial kitchens. She further explained that home baked products can be sold at bake sales as long as they are labelled as home prepared.
 - Members asked about the new food establishments Candies with a Twist, Herbalife, and a new Smoothie establishment. N. Lanner advised that they were located on Maiden Lane.
 - Members discussed lead paint as a source of lead exposure to children. K. Sumner explained that the state has proposed regulations that if passed will lower the current blood lead action level from 10 ug/dL to 5 ug/dL, the CDC guidance level. When this is lowered, it is predicted to increase the number of cases by 400-600%, resulting in statewide increased costs of at least \$10,000.00 annually. It was further noted that Bound Brook has housing stock that is at higher risk due to its age, most built prior to 1979/1980. In addition, members noted the lack of maintenance as a factor that increases risk. K. Sumner advised members that because of the current and predicted need N. Lanner was sent to be trained and receive her state certification as a lead investigator. This process should be completed in the first quarter of the year.
 - Members asked about overcrowded housing conditions. N. Lanner explained that these complaints are referred to the building office as the enforcing agent.

ADDENDUM:

K. Sumner distributed a copy of the Commission's services flier. A. Torregroza offered to translate into Spanish if needed.

ADJOURNMENT:

There being no further business before the Board, A. Robinson moved to adjourn at 7:15 P.M. Seconded by L. Slater; All in favor.

Respectfully submitted,

Kevin G. Sumner
Health Officer