

**TOWNSHIP OF MAHWAH  
BOARD OF HEALTH  
MINUTES  
NOVEMBER 12, 2013**

The regular monthly meeting of the Board of Health of the Township of Mahwah, held at the Municipal Offices, 475 Corporate Drive, Mahwah, New Jersey, was called to order at 7:30 PM by President, Sydney Harris.

The Opening Statement was read according to the Sunshine Law and was followed by Roll Call:

PRESENT:           Mr. Harris  
                      Mr. LaMontagne  
                      Dr. DeMaria  
                      Mrs. DeSilva  
                      Mrs. Mertz  
                      Mr. Wasson

PROFESSIONALS:  Mrs. Musella, Health Officer  
                      Mrs. Campbell, Secretary  
                      Mr. Mason, Attorney  
                      Mr. Maas, REHS

**APPROVAL OF MINUTES OF OCTOBER MEETING**

Moved by Mrs. DeSilva and, seconded by Dr. DeMaria to approve the minutes of the meeting of October 8, 2013.

Mr. Wasson was curious as to the increase in septic inspections. The Township has completed five phases of sewer infrastructure and surmises that this number should be on the decline. Mrs. DeSilva noted that some residents have not hooked up and residents west of the Ramapo River likely will never have to. Mr. Harris reiterated Mr. Maas' explanation that the 2012 updates to the State code are responsible for the increase in inspections.

There being no further questions or discussion, the Minutes of the meeting of October 8, 2013, were unanimously approved.

**HEALTH ACTIVITIES REPORT FOR OCTOBER 2013**

Moved by Mr. LaMontagne and, seconded by Dr. DeMaria to approve the Health Activities Report for October 2013.

Mrs. DeSilva asked what violations prompted the voluntary destruction of food at The River Palm, Kingsbridge Diner and Dunkin Donuts/Baskin Robbins. Mr. Maas explained that all three establishments had temperature abused food product, and two had food products with insect contamination.

Mr. Wasson requested particulars on a summons issued to the CVS drugstore. Mr. Maas explained that our local code mandates supervisors in our establishments attain the minimum certification of a 3 hour food handling course within one year of employment. Mrs. Musella explained that while CVS does not prepare or serve food, they have an extensive inventory of perishable food products for sale. Food handling certification helps to ensure employees are knowledgeable of safe custodial practices and proper protocol during power outages.

Mrs. DeSilva asked for additional information on the Conditional rating issued to State Line Diner. Mr. Maas noted that Mrs. Homler conducted this inspection and cited them for sanitation and refrigeration issues as well as food handling violations.

Mrs. Mertz inquired about the food handling certifications Potomac Homes was lacking and for which it had been issued summonses in October. Mr. Maas stated that Potomac Homes has yet to advise us that the facility director has taken the eight-hour food manager course and/or arrange for a re-inspection.

There being no further questions or discussion, the Health Activities Report for October was unanimously approved.

**HEALTH OFFICER'S REPORTS FOR OCTOBER**

Moved by Mr. Wasson and, seconded by Mrs. DeSilva to approve the Health Officer's Report for October.

Mrs. DeSilva asked for details regarding a pediatric high blood lead result and the ensuing investigation. Mrs. Musella explained that a child had been diagnosed with a blood lead level of between 12 and 16 microg/dl. Levels should be zero, but anything over 10 is actionable.

Of the staff, only Mrs. Homler is a certified Lead Investigator. As she is out on medical leave, Mrs. Musella made arrangements with the Paterson Health Department to visit the child's home and collect samples. Based on the lab analysis, the homeowner will be required to abate any surfaces or areas of concern within the home. Mrs. DeSilva inquired as to the child's age. Mrs. Musella believed the child was between 12 and 24 months of age.

There being no further questions or discussion, the Health Officer's Report for October was unanimously approved.

### **BILLS**

Moved by Mrs. Mertz and, seconded by Dr. DeMaria and, unanimously approved by all present to pay the bills for October.

### **REPORT OF LIAISON TO MAYOR AND COUNCIL**

Mr. LaMontagne reported no activity. Mr. Harris inquired as to the potential candidate Mr. LaMontagne had suggested for the open position on the Board. Mr. LaMontagne responded that he had spoken to the candidate, who has indicated his interest in the position. While not available to come in this evening, he will be available to come to our December meeting and/or make arrangements to come in and speak with Mr. Harris at another mutually agreeable time. Mr. Harris suggested that all the Members can meet the candidate if he can attend the December meeting.

### **STANDING COMMITTEES**

No reports.

### **REPORT OF ATTORNEY**

Mr. Mason prepared and distributed an addendum to be included in our 2014 public health contracts for Nursing and Health Officer services to bring them into compliance with new HIPAA regulations. The

addendum is lengthier and more complex than he anticipated, but it ensures the privacy and security of medical information we receive and which our service providers may entrust to subcontractors or other business associates.

Mr. Mason also reported that he was able to meet with the Municipal Court Administrator, Lorraine Cuomo, to discuss scheduling Health Department cases on the Thursday daytime docket. Their meeting was productive, and Ms. Cuomo is amenable to our request. Mr. Mason followed up with a letter confirming the substance of their discussion and the desired course of action.

Mr. Mason further advised that he is reviewing the Department's "Notice of Privacy Practices" for any needed updates.

Mrs. Campbell requested that Mr. Mason forward an electronic copy of the HIPAA addendum to her. She stated that Hackensack University Medical Center's lawyers will need time to review the document before incorporating it into their contract proposal.

**CORRESPONDENCE**

**10/30/2013**      **To: W.Laforet, B.Campion**      **From: A. Musella**  
Re. 2014 Budget Request, documenting need for increased staffing

Mrs. Musella noted that her Budget Hearing with the Mayor and Business Administrator is scheduled for Thursday, November 14<sup>th</sup>. Messrs. LaMontagne and Harris offered their support if needed. Mr. LaMontagne noted that Board Members may speak on a level of informality and with candor that employees and Directors would not properly assume.

**11/12/2013**      **To: Lorraine Cuomo**      **From: Jeffrey Mason**  
Confirming the scheduling of Health Department cases

**PUBLIC SESSION**

Mr. Harris opened the meeting to the public and welcomed students from the Nursing Program at Eastwick College in Ramsey. Mr. Harris provided an overview of the broad range of activities governed by a local Public Health jurisdiction. Mr. Maas answered specific

queries regarding food handling procedures, inspection ratings and the different food establishment risk levels as determined by the State Department of Health. The students requested (and Mr. Harris agreed) to sign off on forms supplied by the College to document their presence and participation at the meeting.

There being no further questions or discussion, a motion to close the meeting was made at 8:10pm by Mr. LaMontagne, seconded by Mrs. DeSilva and unanimously agreed to by all present.

The next Regular meeting is scheduled for **December 10, 2013** at 7:30pm.

Respectfully submitted,

Marianne Campbell  
Secretary