

CUMBERLAND COUNTY  
BOARD OF HEALTH MINUTES  
March 29, 2017

The regularly scheduled meeting of the Cumberland County Board of Health was held at the Conference Room of 309 Buck Street, Millville, NJ. Charlotta Birdsall, Chairperson, called the meeting to order at 5:30 p.m.

Charlotta Birdsall read the following:

**OPEN PUBLIC MEETING STATEMENT:** Pursuant to Chapter 271 of the Public Laws Act of 1975, notice of meeting date, time and place has been sent to the newspaper and agenda for said meeting has been posted.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Charlotta Birdsall, Chairperson; Freeholder Carol Musso; Rick Abbott; Douglas VanSant; Neil Riley; and Dennis Gaggini, Jr.; Also present were, James Schroeder, Esquire; Steven Errickson, Secretary; Robert Montgomery, Custodian of Funds; Noah Hetzell, Assistant Health Officer; and Megan Sheppard, Health Officer.

**MINUTES:** On a motion made by Neil Riley, seconded by Doug VanSant, the Board accepted and approved the minutes from the February 22, 2017 Board of Health Meeting.

NAME	MOTION	SECOND	AYES	NAYS	ABSTAIN
BIRDSALL					X
MUSSO			X		
ABBOTT			X		
RILEY	X				
VANSANT		X			
GAGGINI					X

**EXPENSE REPORT:** Robert Montgomery, Custodian of Funds, reported to the Board the expenses for the month of February.

	<b>February</b>	
Other Expense	\$ 78,770	
Salaries and Wages:	<u>\$112,667</u>	
Total expense for the month:	\$191,437	16.67%

On a motion made by Freeholder Musso, seconded by Neil Riley, the Board unanimously accepted and approved the expense reports and payment of the bills for the month of February.

NAME	MOTION	SECOND	AYES	NAYS	ABSTAIN
BIRDSALL			X		
MUSSO	X				
ABBOTT			X		
RILEY		X			
VANSANT			X		
GAGGINI			X		

**PRESENTATION:** Freeholder Certificate of Commendation presented to Melitta Trembley in recognition of 25 years of service.

**RESOLUTIONS:**

**CUMBERLAND COUNTY BOARD OF HEALTH  
RESOLUTION NO. 03/2017-01**

WHEREAS, on March 7, 2017, The Cumberland County Board of Health received a letter from The Division of Family Health Services (“Division”), which is amending the Child Health grant application for the grant: DFHS17CHD012; and

WHEREAS, The Division proposes additional funding in the amount of \$18,605 for US Zika Pregnancy Registry Enhanced Data Collection/Epidemiology Laboratory Capacity Grant (the “Grant); and

WHEREAS, Pending the availability of funds the total Grant award will be increased from \$208,250 to the proposed \$226,855 for the budget period of January 1, 2017 through July 31, 2018.; and

NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND COUNTY BOARD OF HEALTH, that the Board accepts the Letter of Amendment to process the Grant Application of the Cumberland County Health Department for DFHS17CHD012 during the period January 1, 2017 through July 31, 2018 in the funding amount of \$226,855.00.

BE IT FURTHER RESOLVED that the Health Officer is hereby authorized to execute whatever documents, contracts, agreements or instruments necessary to enter to accept and enter into a Grant Agreement with the Division.

BE IT FURTHER RESOLVED that the Health Officer is hereby authorized to transmit a copy of this resolution to the Division.

CERTIFICATION

Passed and adopted at the meeting of the Cumberland County Board of Health held on  
March 29, 2017 at 5:30 p.m.

\_\_\_\_\_/S/\_\_\_\_\_  
CHARLOTTA BIRDSALL, Chairperson

\_\_\_\_\_/S/\_\_\_\_\_  
STEVEN ERRICKSON, Secretary

On a motion made by Doug VanSant, seconded by Dennis Gaggini, Jr., the Board unanimously accepted and approved Resolution 3/2017-01.

NAME	MOTION	SECOND	AYES	NAYS	ABSTAIN
BIRDSALL			X		
MUSSO			X		
ABBOTT			X		
RILEY			X		
VANSANT	X				
GAGGINI		X			

**CUMBERLAND COUNTY BOARD OF HEALTH  
RESOLUTION NO. 3/2017-02**

WHEREAS, the Cumberland County Board of Health in furtherance of its mission to promote good health and improve the lives of the citizens of Cumberland County searches for appropriate grant funding in furtherance of the mission; and

WHEREAS, there is a need, in furtherance of the mission of the Cumberland County Board of Health to hire additional temporary staff services, specifically a Public Health Nurse Consultant to work with the Zika Public Health Project; and

WHEREAS, the Cumberland County Board of Health is eligible to contract under the authority of N.J.S.A. 40A:11-11(5) to participate in the State of New Jersey's Cooperative Purchasing agreement; and

WHEREAS, the Cumberland County Board of Health desires to utilize the State Contract with preferred vendor, ACRO Service Corporation to hire a Public Health Nurse Consultant at \$43.66/hour for the Zika Public Health Project; and

WHEREAS, the Chief Financial Officer has certified that there are funds available to fund this expense.

NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND COUNTY BOARD OF HEALTH, that the Board hereby authorizes the Utilization of the State Contract with ACRO Service Corporation to hire a Public Health Nurse Consultant at \$43.66/hour for the Zika Public Health Nurse Project.

CERTIFICATION

Passed and adopted at a meeting of the Cumberland County Board of Health held on March 29, 2017 at 5:30 p.m.

\_\_\_\_\_/S/\_\_\_\_\_  
 CHARLOTTA BIRDSALL, Chairperson

\_\_\_\_\_/S/\_\_\_\_\_  
 STEVEN ERRICKSON, Secretary

On a motion made by Dennis Gaggini, Jr., seconded by Neil Riley, the Board unanimously accepted and approved Resolution 3/2017-02.

NAME	MOTION	SECOND	AYES	NAYS	ABSTAIN
BIRDSALL			X		
MUSSO			X		
ABBOTT			X		
RILEY		X			
VANSANT			X		
GAGGINI	X				

## OLD BUSINESS:

- **Child Lead Funding:** Megan reported on the amount the Governor has put into the proposed budget for Lead funding. No information has been received from the State, and more than likely will not be until the Budget is approved. Local health departments were told that the new regulations put in place by the State will not go into effect until the funding comes through.
- **Health Equity Forum:** Commissioner Cathleen Bennett will be attending and giving a presentation at the Health Equity Forum on April 12<sup>th</sup>. Talking points include accomplishments of the Cumberland County Health and Wellness Alliance and the Community Health Improvement Plan. Megan extended the invite to the Vo-Tech and Cumberland County College. Goal is 150 people.

## NEW BUSINESS:

- **Adenovirus 7 Outbreak:** Regarding the recent outbreak at a facility in South Jersey, Megan was pleased to report to the Board that this case was closed on March 29<sup>th</sup>, 2017. Information will be presented at the Communicable Disease Forum since this was a rare event.
- **Septic Engineering Summit:** Noah reported on the Engineering Summit being held at CCDOH on April 6<sup>th</sup> to discuss changes being made by the State and ways in which we can improve communication between our department and the engineers that conduct business in Cumberland County. This meeting is specifically for septic engineers in Cumberland County and does not include any outside contractors.
- **2017 County Health Rankings:** Megan passed around a copy of the County Health Ranking results and advised the Board that, in comparison to 2016, CCDOH remains at 21 for 2017, however, there were few small improvements. One area of major improvement was Physical Environment where CCDOH jumped from a number 19 ranking to number 11. Results for mental health, substance abuse and alcohol impaired driving deaths were also discussed.
- **Dividing Creek:** Results from a well-water test in Dividing Creek came back with very high levels of VOC's. Approximately 10 residents w/in the surrounding area were personally notified and encouraged to have their water tested. Once the VOC is confirmed with no known source, the residents are notified of the State Spill Fund, who will pay for a water treatment filter to be put on to remove any chemicals that are present.

## ADMINISTRATIVE REPORT:

- **Annual Employee Day-**Scheduled for Friday, May 12<sup>th</sup>, CCDOH Employees will receive in-house screenings.
- **Health Officer Conference-**This was the first conference held for Health Department Officers, Megan and Noah both attended, hoping communication will improve through the new Director of the Office of Local Public Health.
- **RERP Program:** February 24<sup>th</sup> Emergency Worker Training was held at CCDOH. This program certifies employees in the event of a nuclear disaster to be able to assist where needed.
- **Summer Breakfast Program:** Hosted by Bridgeton Mayor Kelly, the program is looking for feeding sites in the summer. Trying to expand the program into Millville and Vineland as well.
- **Rabies Clinics:** Noah reported a 10% increase in the clinics this year compared to previous years.
- **Live Healthy Bridgeton:** Megan announced she is now on this committee, and that additional funding is being received to expand this growing program.

- **Employee In-Service Day:** CCDOH will be closed on April 3<sup>rd</sup> for scheduled mandatory training.
- **Septic Inspector Training:** Initially limited to 50 people, there is now a waiting list for this class that is scheduled for April 11<sup>th</sup> with 84 people already signed up. CCDOH has also applied for NEHA course credits that certain contractors and engineers need. Jim Schroeder will be attending, with plans on instructing next year's class. Noah has contacted CCC to see if we can expand the room to include those on the waiting list.

**CORRESPONDENCE:**

- **Childhood Lead Grant Amendment Letter**

**OPEN PUBLIC COMMENT PORTION:**

Nancy Ridgway, Fairfield/Upper Deerfield Township announced that she utilized the Rabies clinic and she also was able to take advantage of the blood pressure screening that was held at Indian Fields Market.

**ADJOURNMENT:** On a motion made by Doug VanSant, seconded by Neil Riley, the Board accepted and approved to adjourn the meeting at 6:36 p.m.

NAME	MOTION	SECOND	AYES	NAYS	ABSTAIN
BIRDSALL			X		
MUSSO			X		
ABBOTT			X		
RILEY		X			
VANSANT	X				
GAGGINI			X		

*Carroll Hooven*  
Confidential Assistant

The next meeting of the Cumberland County Board of Health is scheduled for Wednesday, April 26<sup>th</sup>, 2017 in the Conference Room at 309 Buck Street, Millville at 5:30 p.m.