

**MINUTES
REGULAR MEETING
of the
SUMMIT BOARD OF HEALTH**

**Monday Evening – November 25, 2019
7:00 P.M.
Summit City Hall (Large Conference Room)
2nd Floor**

The Meeting was called to order at 7:03 p.m. by Mr. John Staunton, President.

Mr. Staunton read the following Meeting Notice: “Adequate notice of this Meeting has been provided by the Secretary of the Board of Health by the preparation of the Annual Notice of Meeting Dates which set forth the date, time and place of this Meeting and by properly posting such notice and forwarding the notice to those designated newspapers and the persons requesting Meeting notices.”

PRESENT ON ROLL CALL: Mr. John Staunton; Dr. Audrey Romero; Dr. Richard Berardi and Dr. Hemant Kairam. Also present: Megan Avallone, Health Officer; N. Gayle Mauro, Registrar/Board Secretary; George Kornias, REHS; and Michael McTernan, Liaison.

ABSENT ON ROLL CALL: Dr. Robert Slama (7:08 PM); Mrs. Mary Beth Cahill and Mrs. Barbara Plyer.

APPROVAL OF MINUTES – September 13, 2019 – Dr. Kairam made a motion to approve the Minutes, seconded by Dr. Berardi and unanimously approved by all members present.

REVIEW OF BILLS – November 2019 – Dr. Romero made a motion to approve the bill list totaling \$9,433.07, seconded by Dr. Kairam. Roll call vote was taken: Mr. Staunton—Aye, Dr. Romero—Aye, Dr. Slama—Aye, Dr. Berardi—Aye and Dr. Kairam—Aye.

ENVIRONMENTAL HEALTH SPECIALIST REPORTS – Report reviewed by George Kornias, REHS.

BOARD HEARING – Marco Polo – Ms. Avallone informed the Board Marco Polo received a Satisfactory rating although some violations still exist. Ms. Avallone reviewed the current violations. The owner of Marco Polo was asked to attend this hearing. The record shall reflect that the owner of Marco Polo did not attend the hearing.

Ms. Avallone recommended the Board consider holding a four (4) day closure to be held in abeyance for any rating less than Satisfactory received over the next two (2) years. -

Discussion took place.

Dr. Kairam made a motion to accept Ms. Avallone’s recommendation, seconded by Dr. Berardi. Roll call vote was taken: Mr. Staunton—Aye, Dr. Romero—Aye, Dr. Slama—Aye, Dr. Berardi—Aye, Dr. Kairam—Aye.

PUBLIC HEALTH NURSE’S REPORT – Report reviewed by Megan Avallone.

HEALTH OFFICER’S REPORT

Communicable Disease Funding – Ms. Avallone informed the Board she applied for a communicable disease funding grant in the fall and was awarded the full amount of \$95,000.00 that will be used to benefit all the towns Westfield serves.

Charity Care Navigation Plan – Ms. Avallone discussed the need for a medical home for the children of undocumented immigrants and how difficult it is to receive charity care. Ms. Avallone has been in touch with Dr. Susan Kaye from Overlook to address this issue. Ms. Avallone was advised that Overlook is hiring a community health worker specifically for these navigation purposes.

OLD BUSINESS

Vaping Ordinance – Ms. Avallone advised the Board the City Administrator feels it would be more appropriate for the governing body to handle this ordinance due to their meeting schedule.

BOH Webpage Listing – Ms. Avallone has been in touch with the Public Information Officer and discussed what information the Board would like posted.

NEW BUSINESS

Shared Services Agreement with Westfield – Ms. Avallone reviewed the proposed 2020 Health Services Contract and Budget. The contract is a three (3) year agreement to begin on January 1, 2020.

2020 Budget – Mr. Staunton asked for a motion to approve the 2020 Budget. The budget included the 2020 rate for the health services contract which was \$210,484. Dr. Romero made a motion to approve the 2020 Budget, seconded by Dr. Kairam. Roll call vote was taken: Mr. Staunton—Aye, Dr. Romero—Aye, Dr. Slama—Aye, Dr. Berardi—Aye, Dr. Kairam—Aye.

2020 Meeting Schedule – The Board of Health Meeting Schedule was reviewed. The Board will meet on January 27, May 18, September 21, and November 23, 2020.

ADJOURNMENT - There being no further business a motion by Mr. Kairam was made at 8:02 P.M., seconded by Dr. Berardi and unanimously approved by all members present.

Respectfully submitted,


N. Gayle Mauro, Board Secretary