



**BOROUGH OF ENGLEWOOD CLIFFS
BERGEN COUNTY, NEW JERSEY**

MINUTES OF THE BOARD OF HEALTH MEETING

DATE: May 5, 2014

CALL TO ORDER: 8:05 P.M.

PRESENT AT ROLL CALL:

President	Diane Clarke
Vice President	Mary O'Shea
Board Member	Dr. James Bancroft
Board Member	Dr. David Henick
Board Member	Dr. George Lee (<i>arrived at 8:10PM</i>)
Board Member	Dr. Ravi Munver
Board Member	Dr. Beth Raucher

ALSO PRESENT:

Health Officer	Sam Yanovich
REHS	Christine Kim
Board Secretary	Rosemarie Weber

- **FLAG SALUTE – Diane Clarke, President**

BOARD OF HEALTH SECRETARY STATED:

Adequate notice of this meeting was given to the press and posted as required. Date and time of these meetings was legally given as required by the "Open Public Meetings Act." This notice is on file with the Board of Health and posted on the bulletin board. Minutes of this meeting will be made available to the public upon the completion of typing and proofreading by the Board of Health.

- **Report of Registered Environmental Health Specialist**
Discussed and reviewed reports. All complaints were satisfied.
- **Report of Health Officer**
Also discussed strain B flu virus and MERS virus.
- **Report of Registrar for March and April 2014.**

Mary O'Shea discussed a hospital bed complaint that was made. These complaints should not be kept anonymous.

Board of Health secretary reported that there are approximately 170 unlicensed dogs for 2014.

After discussion with the Board, it was recommended that a dog letter be written and sent out to all unlicensed dog owners. The letter will state that the \$50.00 late fee will be waived if the dog owner responds 2 weeks from the receipt of the letter.

Diane Clarke recommended that a reminder be sent to Board of Health members to inform them of the next scheduled meeting.

- **Approval of BOH Minutes – March 29, 2014**

On a motion by Dr. James Bancroft, seconded by Dr. Beth Raucher, Board of Health Minutes of March 29, 2014 were unanimously approved.

ALL IN FAVOR:

AYES: Clarke, O'Shea, Bancroft, Henick, Lee, Munver, Raucher

The following resolution was read by the Board of Health Secretary:

RESOLUTION BH 14-05

RE: CLOSED SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting, and

WHEREAS, the Board of Health of the Borough of Englewood Cliffs has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public,

NOW, THEREFORE BE IT RESOLVED, that the Board of Health of the Borough of Englewood Cliffs will go into closed session for the following reason as outlined in N.J.S.A. 10:4-12:

PERSONNEL - Board of Health Secretary Position

On a motion by Dr. Beth Raucher, seconded by Dr. David Henick, the Board went into closed session.

ALL IN FAVOR:

AYES: Clarke, O'Shea, Bancroft, Henick, Lee, Munver, Raucher

On a motion by Mary O'Shea, seconded by Dr. Beth Raucher, the Board came out of closed session.

ALL IN FAVOR:

AYES: Clarke, O'Shea, Bancroft, Henick, Lee, Munver, Raucher

The Board agreed that the annual salary for the Board of Health Secretary is \$7500.

PUBLIC PORTION: NO PUBLIC IN ATTENDANCE

DIANE CLARKE STATED:

"IF THERE WAS ANY UNFINISHED BUSINESS or NEW BUSINESS AT THIS TIME"

UNFINISHED BUSINESS:

NEW BUSINESS:

The Flu Clinic was discussed. The Board of Education at the Upper School will be contacted regarding a Flu Clinic and will be informed when the flu vaccine is in.

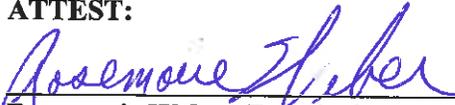
The Rabies Clinic was discussed. A date was not decided upon yet.

There being no further business, President Clarke asked for a motion to adjourn.

On a motion by Mary O'Shea, seconded by Dr. David Henick, the meeting adjourned at 8:55PM.

Respectfully submitted by Rosemarie Weber, Board of Health Secretary

ATTEST:


Rosemarie Weber, Board of Health Secretary