

ANNUAL REPORT
RUTHERFORD BOARD OF HEALTH
FOR THE YEAR 2017

COUNCIL LIAISON

Frank Nunziato

BOARD MEMBERS

Beverly Walker, President – From 1/1/17 – 3/21/17
Dr. Joseph DeFazio, President – As of 3/28/17
Dorothy Willms, Vice-President – As of 3/28/17
Theresa Gilburn, Board Secretary
Matt Ziemkiewicz, Board Member
Linda Manzo, Board Member
Denise Goumas, Board Member

2017 STAFF

Brian M. O’Keefe, Administrative Officer/Registrar of Vital Statistics
Linda A. Hricik, Secretary, Deputy Registrar of Vital Statistics
Janet Calhoun, RN
Therese Zdanowicz, RN
Dr. Jill A. Garripoli Pedalino, Public Health Physician
Dr. Neil Beeber, Board Veterinarian

RUTHERFORD HEALTH DEPARTMENT
ANNUAL REPORT
FOR THE CALENDAR YEAR 2017

During the calendar year 2017, the Rutherford Health Department continued to provide a wide variety of services to borough residents. Through various preventive screening programs, issuance of vital statistics documents, investigation of citizen complaints, inspection activities, etc., the Health Department had contact with a large segment of the borough population.

The Health Department continued to increase the level of publicity and public awareness towards state mandated programs and services offered to residents. Press releases and pictures were taken of various programs and screenings offered at the Health Center and submitted to The South Bergenite, and approximately 30 service organizations and houses of worship in the borough.

The environmental health aspect of the department drastically changed in 2017, with the outsourcing of the Registered Environmental Health Specialist (REHS) responsibilities to the county health department effective April 1, 2017. The shared services contract with the county health department was limited in scope and did not encompass all of the responsibilities that the department has been tasked with and services provided by an in-house REHS.

The 2017 calendar year marked the 25th year of rabies in land based animals in Rutherford. This continued to result in an increase in manpower hours being devoted to rabies control measures and follow up on animal related bites to humans and other animals. The department continued to receive excellent service and cooperation by the Governing Body contracting once again in 2017 for a private Animal Control Service. This decision not only realized the borough an increase in field related animal control services, but at a time when it was continually needed with the community in the rabies enzootic area.

The Public Health Nursing Staff continued to provide the residents with numerous preventive health screening programs. 71 residents participated in the Multi-Phasic Blood Screening, 20 residents participated in the annual Skin Screening Program, and 371 residents were vaccinated against the seasonal influenza virus. 165 blood pressures were taken during the weekly walk-in blood pressure program held on Tuesdays.

For the 23rd consecutive year, the Board of Health was able to apply for reimbursement for those residents 65 and over who were Medicare patients and were vaccinated against influenza through a shared services agreement with the Bergen County Department of Health Services. Instead of the Influenza Vaccination Program costing the Department \$7,875.00 in vaccine costs, with Medicare reimbursement, the potential cost to the borough was \$5,313.00, a savings to the borough of \$2,562.00.

The department continued its role in the School Nursing Program. For the 2016-2017 School Year, the Public Health Nurses continued the School Nursing Services at The Academy at St. Mary and St. Mary High School.

State entitlement per pupil is available for providing these services to the non-public school students through a shared services agreement with the Rutherford Board of Education since 1992 and resulted in reimbursement of \$31,645.00 for the 2016-2017 school year. To accommodate the continued school nursing involvements, adjustments were made to a number of existing nursing related programs.

By continuing our role in the school-nursing program, it required at a minimum, the Public Health Nurses, when schools are in session, to devote an additional five (5) hours a day on this program. 365 students received our services in the 2016-2017 school year.

From a budget and finance standpoint, the Board of Health realized a total revenue source of \$69,562.00 in 2017. The largest sums were in the school nursing reimbursement account totaling \$31,645.00, retail food establishment licenses totaling \$29,051.00, vital statistics revenue totaling \$2,102.00, and electronic vital statistics revenue totaling \$7,155.00.

The total appropriation for Salaries, Wages, and Operating Budgets for 2017 was \$411,864.41 which was 1.79% of the total Municipal Budget (\$22,967,601.69 – amount to be raised by taxes).

The vital statistics aspect of the department issued 1,814 certified copies of Death, Marriage, Domestic Partnership, Civil Union, and Birth records that generated \$2,102.00 and \$7,155.00 in electronic payments in revenue totaling \$8,278.00.

In the calendar 2017, a number of specific items are in need of noting:

Board members Linda Manzo and Denise Goumas were appointed to three year terms on the Board of Health by the Mayor with the advice and consent of the Governing Body.

Councilman Frank Nunziato was also appointed as the council liaison to the Board of Health.

The Department Head continued to serve as the bloodborne pathogen coordinator for the Borough.

The Men's and Ladies' Rooms at the health center were open to the public during the summer concert series and other special events held in Lincoln Park and staffed by a park ranger.

The bloodborne pathogen exposure control plan was updated and distributed to Police, Fire, EMS, and the DPW. Bloodborne pathogen training is now available on-line during the year.

The Bergen County Mosquito Control Commission provided excellent assistance to the Department by responding and treating several properties in town, mostly vacant properties, for mosquito activity.

The Borough undertook the demolition of an abandoned home on Ridge Road that has been vacant for years after a fire and a regular source of property maintenance complaints to our department. A second problematic abandoned home on Lincoln Avenue was also demolished voluntarily by the property owner.

Department head completed the state required "Hazard Communication with Globally Harmonized System" training.

West Nile Virus activity in the Borough was very quiet in 2017. This was the 11th consecutive year, since 2000 when the virus appeared in the State that we did not have a crow test positive for the West Nile Virus. The Department did reach out to 17 service stations in town regarding the issue of stagnant water associated with discarded vehicle tires.

The Department had to hire a private landscaper to cut overgrowth on several properties in town where the property failed to respond to written notice provided. Several liens on the properties for the cost of the clean ups were placed by the Governing Body on the properties in question. Overgrowth on properties were abated by the health department on the following streets: Ridge Road (twice), Beech Street, Wood Street and Monona Avenue.

With the assistance of the police department, followed up on an unlicensed massage therapy establishment operating on Park Avenue. Establishment did eventually obtain the required licensing for its employees and establishments.

The Board of Health President Beverly Walker passed away suddenly on March 22, 2017.

One police officer during the month of June referred 26 complaints of overgrowth on property to our department for follow-up.

In July the board of health updated its license fee schedule, no longer charging not-for-profit organizations a fee for a temporary food license.

The secretary and nurses received salary increase of the following: 2017 = 1.75%, 2018 = 1.75%, 2019 = 2%, 2020 = 2 %.

Three members of the staff donated sick days to an ailing employee in the Department of Public Works.

Two influenza vaccination clinics were held on October 25th and November 1st, with 252 residents vaccinated against the flu.

The Borough continued to have a series of temporary special events throughout the year that required departmental participation in the planning stage and review food safety concerns for food items provided to the public to insure a safe and wholesome food product. Eighty six (86) temporary event applications were received and reviewed for food safety concerns.

Access to Open Public Records Act requests, known as OPRA requests, increased to 31 requests for 190 pages of health department documents in 2017, plus an additional 62 requests for 339 documents by one resident.

A total of 371 residents were vaccinated against the seasonal influenza in the 2017 calendar year.

The Department spent a considerable amount of time investigating animal bites to humans and to domestic animals. This was a very time intensive activity. A number of bats were sent by the Department to the State Health Department Rabies Lab in Trenton to rule out rabies. While 32 animal bites to humans were followed up on, some of the bite exposures were problematic and did result in three residents receiving the post exposure treatment for rabies, which now involves four inoculations over a 14 day period of time. Since rabies is a fatal disease, proper follow up and documentation in a timely manner is imperative. The circumstances involved residents in the following situations who met the state health department guidelines for follow up medical intervention: three residents involved with a live bat exposure in their homes, including one bat that tested positive for rabies. A total of 10 animals were sent for rabies testing.

Dr. Preethia Ramaswamy a local dermatologist in town donated her time and conducted a free skin cancer screening program for residents.

The department head worked with the police department and borough attorney regarding proposed changes to the massage therapy ordinance for 2018.

Dr. Consetta Cheatam a local OB-GYN doctor in town volunteered her time and conducted a Breast Exam and Pap Smear Program for residents.

Nurses were able to arrange for the delivery of free adult and junior Epi-Pens for St. Mary High School and the Academy at St. Mary.

Department worked on the issue of a rodent problem in the main sewer line on Feronia Way and Wheaton Place. One resident reported over a period of time 10 rats in her toilet bowl and four rats in her home. The main sewer line in two locations were baited by the department with a restricted use rodenticide.

The Department Head continued to serve on a host of Borough appointed committees during the calendar year, i.e., Safety Committee, Local Emergency Planning Committee, The Office of Emergency Management, Bloodborne Pathogen and Special Events Committee.

A number of new establishments opened in 2017. They were: Yellowtail, Kabob on the Grill, Mambo Empanadas, Trattoria Giotto (15 Park Avenue).

The Department continued to work on the records retention schedule and destroying documents no longer required to be held onto. After approval from the state, we were able to destroy 15 boxes of documents.

Student Government Day occurred in the Borough in May and two Rutherford High School students were assigned to the department for a portion of the day.

The Borough received \$31,645.00 in state aid for the Department providing the nursing services at St. Mary High School and the Academy at St. Mary.

The department completed the year with a total of \$22,658.00 in pre-paid revenue for 2018 food establishment license fees.

The following is a breakdown of activities for each component of the Health Department:

***2017 VITAL STATISTICS**

- 1,814 - Certified Copies of Death, Marriage, Domestic Part., & Birth Records Issued
- 235 - Death Certificates Processed (150 Electronic & 85 photocopied)
- 119 - Marriage Licenses Issued
 - 51 - Death Certificates Recorded for Deaths Occurring in Town
 - 52 - Marriage Certificates Filed in Rutherford
- 125 - Residents Died During 2017
- 172 - Births Recorded

\$9,257.00 in revenue was received for certified copies of Marriage, Birth, Death Records, Civil Union, Domestic Partnership Affidavits, Burial Permits and Marriage Licenses including electronic payments of \$7,155 - (Vital Statistics - \$1,814.00 + Electronic Payments - \$7,155.00 = \$9,257.00).

2017 – BUDGET & FINANCE

2017	Operating Budget - \$92,864.41
2017	Salary & Wages Budget - \$319,000.00
2017	Capital Budget - \$ 0

Total Borough Funds allocated for Board of Health, Salary & Wages, and Capital & Operating Budget in 2017 was \$ 411,864.41 or 1.79% of the total Municipal Budget (\$22,967,601.69).

If you factor in the Board of Education budget (\$39,632,143.00) with the Borough budget, we required 0.65% of the money raised by taxes to cover the entire Health Department's budget in the calendar year 2017.

The Health Department during 2017 brought in the following revenue:

\$ 2,102.00	Vital Statistics
29,051.00	Retail Food Establishment Licenses
340.00	Vending Machine Licenses
38.00	Store Milk Licenses
31,645.00	School Nursing Reimbursement (2016-2017 School Year)
2,975.00	Dedicated Revenue
3,375.00	Massage License Fees
36.00	Misc. Fees
\$ 69,562.00	Total Revenue

(\$7,155.00-Electronic Payment Total for 2017 not added to above total revenue) (\$69,562.00 + \$7,155.00 00 = \$76,717.00 – Final Revenue Total 2017).

2017 - ADULT SCREENING PROGRAMS

Blood Screening:	April 21, 2017 - 31 (31 referred)
	Oct. 20, 2017 - 40 (39 referred)
Flu Clinic:	Participants - – *January – December 2017 – 371
	(*includes three years and older)
Pap Program:	Nov. 8, 2017 - Five Participants (0 referred)
Skin Screening:	May 10, 2017 – 20 Participants (8 Referred)
Rabies Clinic:	April 8, 2017 - (84 Dogs - 12 Cats) Total 96

2017 – PUBLIC HEALTH NURSING

Blood Pressures	165
Communicable Disease Follow-up	110
Health Risk Assessments	18
Immunization Audits	15
Immunization Enforcement Follow-up	15
TB Testing (0 reactors)	33
Monitored elevated lead cases and investigated	7
Cardiovascular Assessments	42
Nutritional Assessments	157
Heights and Weights	85
Diabetic Education	7
Home visits for lead investigations	2

SCHOOLS

Complete IMM 8's & A45's (immunization charts) for all students according to New Jersey State Department of Health & Senior guidelines.

Provide health screenings according to New Jersey State Department of Health & Senior Services guidelines for the following:

St. Mary High School – 407 Nursing Hours in 2017
 Health/Nursing Protocol for Middle States Accreditation
 Facilitate AED/CPR training for faculty and staff
 Facilitate Epi-Pen training for faculty and staff

The Academy at St. Mary – 367.75 Nursing Hours in 2017
 Lice Screening – Students & Staff
 Facilitate Epi-Pen training for faculty and staff
 Health/Nursing Protocol for Mid States Accreditation

Continuing Education – Seminars & Webinars for Continuing Education Credits throughout the year – 15 Continuing Education Credits for Public Health Nursing & 15 Continuing Education Credits for Nursing Licenses.

Audits and surveys of public and private schools and 13 daycare centers in the borough concerning Immunization Compliance with Chapter 14 of The State Sanitary Code.

Complete School Nursing Program at St. Mary High School and The Academy at St. Mary covering over 365 students. Programs cover such things as auditing and maintenance of health records and immunizations, tuberculin testing, health screenings which include vision, hearing, scoliosis, heights and weights, first aid to ill and injured students and faculty, student health counseling, etc. At least five (5) nursing hours are spent each day on programs when schools are in session.

HEALTH COUNSELING

Includes telephone calls, walk-ins, home visits, screenings, follow-ups, etc. – approximately 4,000.

2017 ENVIRONMENTAL HEALTH

The bulk of the food related inspections and those of the day care centers, public recreational facilities, pet shop and kennel inspections, plan review, etc., and citizen complaints received regarding those establishments were outsourced to the county health department.

2017 CITIZEN COMPLAINT INVESTIGATION

The department handled a large segment of the citizen complaints received in 2017. Of the 398 citizen complaints received from the public, 382 of the 398 complaints were followed up and investigated by the Rutherford Health Department. The county handled 16 complaints. It should be noted that the volume of citizen complaints logged by the department might be lower than the actual number received, since it is unsure if all of the citizen complaints handled by the county health department were logged into the citizen complaint numbering and tracking database maintained by our department.

CLOSING REMARKS

The Annual Report for 2017 is a credit to the members of the Rutherford Board of Health for their insight and support of the Staff in providing a public health program designed to meet the needs of the Community. Board members serve on the Board of Health to fulfill the statutory responsibility of a local board of health and receive no compensation for devoting their time and talent to the Borough of Rutherford.

The Governing Body of the Borough of Rutherford needs to be commended for continuing to provide an acceptable and reasonable level of funding to the Board of Health in order that public health needs and mandates can be successfully achieved.

As this report concludes the 18th year of the 21st century for the Rutherford Health Department, many major dramatic health threats have been eliminated since the turn of the 20th century which have contributed to the increase in the average life span since the early 1900's by over 30 years, 25 years attributable to advances in public health.

Local public health continues to adjust to changes in the public health infrastructure since the local board of health was created by the Governing Body back in 1901, with all of the powers and duties delegated to the Board by acts of the State of New Jersey Legislature. The Board of Health continues to take the lead by partnering with other governmental agencies in shared services agreements. In 2017, the Board had a shared service contract with the Bergen County Department of Health Services for public health infrastructure and administration, direct nursing supervision, influenza vaccination reimbursement through Medicare Part B, a potential cost savings of \$2,562.00 and blood borne pathogen training and immunization for employees.

The Board also continued with a shared service contract with the Rutherford Board of Education, providing nursing services to two of the nonpublic schools in town, realizing the Borough a revenue source of \$31,645.00. In addition, the Board continued to encourage the Governing Body by contracting with a private animal control service, providing the borough with additional services.

Special thanks are extended to the members of the medical community who volunteered their time during various screening programs offered at the health center throughout the year, i.e., Dr. Preethia Ramaswamy for conducting the Skin Cancer Screening Program, and Dr. Consetta Cheatam for conducting the Pap & Breast Screening Program. These programs would not have been possible without the willingness of the aforementioned individuals in donating their time and services to our department.

The staff looks forward to working with the board in the 2018 Calendar Year in continuing to provide a sound and robust public health program to the residents of Rutherford. Working with a continued tight budget framework and a continued reduction in staffing, the 2018 year should continue to pose some unique challenges to the Staff and Board of Health.

Respectfully Submitted
For The Board of Health,

Brian M. O'Keefe
Administrative Officer
Registrar of Vital Statistics
Rutherford Health Department