

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

**HEALTH COMMISSION MINUTES
September 14, 2020**

1. CALL TO ORDER

The meeting was called to order at 5:34p.m. by Ms. O'Leary.

2. ROLL CALL

Commission members Mr. Kevin Duvall, Dr. Barbara Girz, Dr. Stephen Leviss, Ms. O'Leary, Dr. Behnam Salari, Ms. Deb Shertzer and Ms. Kelly Walsh were in attendance, as well as Health Officer Mike Fitzpatrick, Board of Health Secretary Cara Fox and Council Liaison Janet Horst.

3. PUBLIC COMMENT

With consent of the Commission, Chairperson O'Leary opened the meeting for public comment. There were no members of the public present who wished to address the Commission.

4. APPROVAL OF MINUTES

Motion made by Dr. Leviss, second by Ms. Shertzer, to approve the Health Commission meeting minutes from May 5, 2020.

5. BOROUGH UPDATE

There was no Borough update.

6. HEALTH OFFICER REPORT

Mr. Fitzpatrick reviewed his reports from May through August 2020. He gave an update on how the Health Department is handling the Covid-19 Pandemic. The Commission asked questions to Mr. Fitzpatrick and he answered them.

7. COMMISSION DISCUSSION

There was no commission discussion.

8. ADJOURNMENT

Motion made by Dr. Girz, second by Dr. Leviss, to adjourn the meeting at 6:16p.m. with all members in favor signifying by "Aye".

**Cara Fox
Board of Health Secretary**

Borough of Mountain Lakes

BOARD OF HEALTH

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046
Telephone: (973) 334-3131 • Fax: (973) 402-5595



April/May 2020

Health Department Report

The purpose of this monthly Summary is to provide information regarding the activities of the staff during the past 3 months.

In early February routine programs were continued such as regular food inspections, Complaint inspections within the Environmental Health Division.

Procure as available – Masks, PPE gloves, wipes, Ox pulse, and BP cuffs

Planning for concerns related to exposure which required multiple changes per week due to limited information available from the State and Federal government at that time.

Coordinated and collaborated with County Health Management for guidance that the county could create for all municipalities based upon local health officer input.

Worked with day care centers/nursery schools regarding guidance documents and practical implementation for concern regarding spread of COVID-19 and guidance on closure timeline of their business.

Health Education continued to provide information regarding current health education programs. Communication regarding these programs and planning for implementation of future programs.

The Nursing Department completed its normal clinical programs, follow ups and review of lead tracks CDRSS and inventory the vaccines available for childhood and adult vaccine programs.

Standard meetings were attended either in person or by conference call early on during the 1st few weeks of February.

Certain aspects of re- accreditation were worked on especially as it related to quality improvement (QI) self-assessment and review and assessment of staff members.

During late March and early April significant information was provided from NJDOH regarding the expansive concern with COVID19 within NJ, which laid the foundation for the next 3 months of Executive Orders and activities.

Activities

- Participated in New Jersey state Department of Health conference calls on a regular basis
- Obtain guidance from NJDOH regarding ever changing rules and best practices
- Review CDC information
- Attended meetings through various online Internet services
- Develop protocols in guidance related to food establishments for potential opening. Discussion with food establishment owners regarding responsibilities and priorities pertaining to customers and sanitation
- Provide guidance to police, fire, EMS and Superintendents as needed on a regular basis (safe use of building as best practice to keep employees safe from coronavirus transfer)
- Provide information to Township Administrators Mayor's and other leadership within the community
- Review most frequently asked questions with staff to answer COVID questions from the public.
- Staff increased to over 20 members approved for CDRSS which is the communicable disease reporting system New Jersey
- Answer innumerable questions and concerns from municipal and school leadership
- Answer a questions in an ongoing manor on various COVID topics and concerns
- Created and delivered a daily report with information regarding case numbers in the municipality, county and state and also, expired cases. Also providing guidance documents and timely information through May.
- Discussed with leadership regarding various employment issues for returning to work within the municipality/government and businesses.
- Conducted inspections of long term care facilities.
- Collaborated with OEM director, Fire Chief, Police Chief and Administrator on various COVID related situatio concerns and policy direction
- Continued available NP Swab testing –bio reference lab and acquired saliva tests for pilot program.
- Review and advise Municipal leadership and businesses related to initial documents for re-opening and provide interpretive information.

Respectfully Submitted,
F. Michael Fitzpatrick, Health Officer

Borough of Mountain Lakes

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Mid May-Mid July 2020

Health Department Report

The purpose of this monthly Summary is to provide information regarding the activities of the staff during the past 2 months.

Planning for concerns related to exposure for opening of businesses municipalities and schools which required multiple changes per week.

Coordinated and collaborated with County Health Management to develop a cohesive understanding related to school openings.

Health Education continued to provide information regarding current health education programs. Communication regarding these programs and planning for implementation of future programs.

The Nursing Department continues to complete CDRSS cases and have been trained on COMM CARE. Nurses and Inspectors as well as Social Workers and other staff have been trained on the new State COMM CARE system. Its purpose is to be prepared to efficiently contact trace and investigate if a surge occurs over the next several months.

Discussion and planning regarding childhood and adult vaccine services over the next few months.

Standard meetings were attended either by Zoom, some in person or by conference call.

Re- accreditation components were worked on especially as it related to quality improvement (QI) self-assessment and review and assessment of staff members.

Activities

- Participated in New Jersey state Department of Health conference calls on a regular basis
- Obtain guidance from NJDOH regarding ever changing rules and best practices
- Review CDC information
- Attended meetings through various online Internet services
- Develop protocols in guidance related to food establishments for potential opening. Discussion with food establishment owners regarding responsibilities and priorities pertaining to customers and sanitation and proper spacing of tables.
- Provide guidance to police, fire, EMS and Superintendents as needed on a regular basis (safe use of building as best practice to keep employees safe from coronavirus transfer)
- Provide information to Township Administrators Mayor's and other leadership within the community
- Review most frequently asked questions with staff to answer COVID questions from the public.
- Answer innumerable questions and concerns from municipal and school leadership
- Continued to deliver a report 3 days a week (originally daily report) with information regarding case numbers in the municipality, county and state and also, expired cases, providing guidance documents and timely information through June.

- Discussed with leadership regarding various employment issues for returning to work within the municipality/government and businesses.
- Continued available NP Swab testing –bio reference lab.
- Review and advise Municipal leadership, businesses and school administrators related to ongoing documents for re-opening and provided interpretive information.
- Continue standard public health inspections and complaints as possible given some limitations from COVID19.

Respectfully Submitted,

F. Michael Fitzpatrick, Health Officer

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Mid July-Mid August 2020

Health Department Report

The purpose of this monthly Summary is to provide information regarding the activities of the staff during the past 2 months.

Planning for concerns related to exposure for opening of businesses municipalities and schools which required multiple changes per week.

Coordinated with Health Officers in the county to develop a cohesive understanding related to school openings.

The Nursing Department continues to complete COVID cases on COMM CARE and CDRSS. Nurses and Inspectors as well as Social Workers and other staff have been trained on the new State COMM CARE system. Its purpose is to be prepared to efficiently contact trace and investigate if a surge occurs over the next several months as schools open.

Discussion and planning regarding childhood and adult vaccine services over the next few months. Status on hold – vaccine has been ordered.

Meetings were attended either by Zoom, some in person or by conference call with NJDOH, Health Officers and Superintendents.

Re- accreditation components were worked on especially as it related to quality improvement (QI) self-assessment and review and assessment of staff members.

Activities

- Participated in New Jersey state Department of Health conference calls on a regular basis
- Obtain guidance from NJDOH regarding update of guidance and best practices
- Review CDC information
- Developed protocols in guidance related to food establishments for potential opening. Discussion with food establishment owners regarding responsibilities and priorities pertaining to customers and sanitation and proper spacing of tables.
- Provide guidance to police, fire, EMS and Superintendents as needed on a regular basis (safe use of building as best practice to keep employees safe from coronavirus transfer)
- Provide information to Township Administrator, Mayor and other leadership within the community
- Review most frequently asked questions with staff to answer COVID questions from the public.
- Answer innumerable questions and concerns from municipal and school leadership, and residents.
- Continued to deliver a report 3 days a week (originally daily report) with information regarding case numbers in the municipality, county and state and also, expired cases, providing guidance documents and timely information through June, with current active cases added. Currently Mt. Lakes has 0 active cases.
- Discussed with leadership regarding various employment issues for returning to work within the municipality/government and businesses. Time vs. testing models.
- Continued available NP Swab testing –bio reference lab.

- Review and advise Municipal leadership, businesses and school administrators related to ongoing documents for re-opening and provided interpretive information.
- Continue standard public health inspections and complaints as possible given some limitations from COVID19.

Respectfully Submitted,
F. Michael Fitzpatrick, Health Officer