

The meeting was called to order at 7:05PM

President Cheriyan stated that notice of this meeting held via Zoom was posted on the Bergenfield Website, sent by e-mail to the Record and Cablevision. It was placed on two bulletin boards in the Municipal Building and placed on file in the Borough Clerk's office.

### **ROLL CALL**

Dr. Cheriyan  
Mrs. Pfannen  
Mr. Cabuhat  
Dr. Quiroz  
Mrs. Marte

Also present Mr. Yanovich, Ms. August, Mrs. Williams, Ms. Williams and Councilman Deauna.  
Also present several Bergenfield residents.

### **OPEN HEARING**

There being no one present who wished to be heard, on a motion by Mrs. Pfannen seconded by Dr. Quiroz and carried the time for Open Hearings was closed.

### **MINUTES**

A motion was made by Mrs. Pfannen seconded by Mrs. Marte and carried that the Minutes of the regular and Reorganization meeting of January 2021 be accepted as written.

### **BILLS TO BE PAID**

Mrs. Williams stated that there were no bills that needed to be paid for the month of January 2021.

### **REPORTS**

#### **Legal and Finance**

"Progress"

#### **Medical**

Dr. Quiroz reported that the top priority is the COVID-19 vaccine issues. . Dr. Quiroz also spoke on the new variants of the virus and stated that continuing with social distancing and wearing masks is still very important.

#### **Personnel**

"Progress"

#### **Publicity**

The Board of Health meeting was advertised on the Bergenfield Website, The Record and Cablevision.

#### **Liaison To Mayor & Council**

Mrs. Pfannen reported that the Health Department has been meeting once or twice a week with the Administrator, the Mayor and several Board members to discuss the COVID-19 vaccination program. This topic will be discussed further under "NEW BUSINESS".

**Legislature & Regulatory**

“Progress”

**Written Reports of the Department**

Ms. Williams reported that she is waiting for the Nail Salon Ordinance that was recently adopted to be codified in order to be able to conduct an inspection. Ms. Williams stated that she will be sending a letter to all Nail Salons in town outlining what they need to do to be in compliance and their responsibilities moving forward.

President Cheriyan wants to ensure that enough time and instructions will be giving to the facilities before an inspection is conducted. Due to the COVID-19 pandemic, businesses have suffered and this ordinance should not add to their hardship. Ms. Kayla replied that she will certainly work with the facilities to have everything in place and will give them ample time. Ms. Williams also stated that most of the requirements should already be in place since they are State guidelines but she will be available to assist them with the local guidelines the new ordinance set in place. Ms. Williams will send the letter along with a copy of the ordinance and fines that would be incurred if not in compliance.

Mr. Yanovich reported that Mid Bergen Regional Health Commission applied for and received a grant enabling them to increase the capacity to staff positions to assist all communities in better serving their vulnerable populations in all aspects of COVID-19 mitigation through targeted outreach endeavors. A Vulnerable Population Outreach Coordinator (VPOC) has been recently appointed to Bergenfield, and will meet with local community partners in the coming weeks to get this project moving as quickly and effectively as possible. Mr. Yanovich stated that a point of contact would be assigned to Bergenfield to assist the Coordinator in determining where the need would be for Bergenfield in whatever capacity. Mrs. Pfannen spoke with Sue Barker; Bergenfield's point of contact and will schedule a zoom meeting to introduce her to Mr. Gallo, Mayor Amatorio and all involved to discuss a plan moving forward.

President Cheriyan asked if there was funding in this grant to assist the town with supplies. Mr. Yanovich stated that the money from the grant would be used to fill the positions and possibly for some supplies associated with the program.

Mrs. Pfannen stated that the goal is to get everyone vaccinated and a majority of the seniors in town aren't able to register on line which is one area where the outreach program would be helpful to them. Mrs. Pfannen also stated that this is a community outreach program that could assist various organizations in town including the Mayor's wellness program. Another goal will be to assemble a volunteer group and Mrs. Marte suggested a Spanish speaking organization would be available to also help.

President Cheriyan suggested contacting a member or leader of organizations in town to attend the meeting with Sue Barker to get their input.

Ms. August reported on COVID-19 activity, specifically, a pre-school in town that had an outbreak. She communicated with Mr. Yanovich and inspected the school to determine what steps should be taken. Ms. August questioned vaccinating home-bound residents that are calling in requesting a vaccine. Mr. Yanovich replied that if vaccines are available, vaccinating the home-bound residents will not be a problem. Ms. August stated that Ryan Shell is working with an IT resident on developing an online registration for the COVID-19 vaccine. Ms. August stated that she will meet with Mr. Shell to discuss the logistics and to ensure they are on the same page.

Ms. August stated that since a majority of her time is focused on COVID-19, she is concerned about delaying other responsibilities such as conducting school audits which are State mandated. Some communicable diseases investigations can be done after hours which would free her time during the day to focus on the pandemic and all the time it requires. Ms. August stated that this may result in overtime and was directed by Mr. Gallo to discuss with the Board.

Mrs. Pfannen stated that the Community Outreach Program discussed earlier will be of assistance to her. Mrs. Pfannen also stated that Sue Barker, the Bergenfield point of contact is NJISS certified.

A small conversation took place regarding Bergenfield's High School Girls basketball team possibly being exposed to a positive case while playing another school. It was decided that both teams from both schools would be placed under quarantine to ensure the safety of all students.

President Cheriyan suggested possibly keeping an incident report on all cases similar to the basketball case. The file would include phone calls from the schools reporting incidents where there was possible exposure but not necessarily positive cases. Ms. August replied that she does keep a file on school outbreaks and can look into creating an incident form for exposure.

President Cheriyan stated if schools reopen in April as anticipated, having a file on incident reports could be helpful.

A motion was made by Mrs. Pfannen seconded by Mr. Cabuhat and carried that the written January 2021 reports of the Department be accepted as written.

### CORRESPONDENCE

1. An email from the New Jersey Dept. of Health to all local health departments informing them of assistance available to them. A survey needs to be submitted requesting licensed Health Officers to bolster COVID-19 response and recovery. Health officers will work alongside public health professionals in local health department settings and carry out a variety of COVID-19 duties. This would be at no cost to the Borough.

Mr. Cabuhat stated that since it's at no cost to the Borough, we should submit the survey and take the assistance if we are eligible.

### UNFINISHED BUSINESS

#### 1. Budget 2020

Mrs. Williams stated that a 2021 salary proposal was submitted to the Mayor and Council for the Health Department Employees but haven't heard anything yet.

### NEW BUSINESS

#### 1. Tyco Contract

Mrs. Williams reported that the Borough renewed with Tyco Animal Control Services for 2021. There was no change to the services being provided or the cost.

#### 2. COVID-19 Vaccine

Ms. August stated that the Borough is scheduled to receive 100 doses of the COVID-19 vaccine for the 2<sup>nd</sup> dose to be administered on February 18<sup>th</sup>. A discussion took place on the amount of vaccines Ms. August should order moving forward and what is a realistic number for a clinic being held at the Health Department. Mrs. Pfannen stated that after experiencing the first clinic, she felt that 200 vaccines would be manageable.

Mr. Cabuhat feels that to try to vaccinate the entire population of Bergenfield, a plan for a bigger facility to allow more people to be vaccinated should be explored. He feels that the Health Department should look into teaming with other entities and use other resources. President Cheriyan agreed but also stated that as someone who has been involved with setting up Mega

Sites, it is very costly and very involved. Components necessary for a bigger facility include but not limited to registration link, staffing, space, data entry and IT support.

Mrs. Pfannen stated that Mr. Gallo was looking into leasing Conlon Hall for March 1<sup>st</sup> but if the town doesn't receive a large amount of vaccines, it's a moot point. Mrs. Pfannen stated that this past week only 5 towns in Bergen County received 100 doses. Mr. Cabuhat understands that there are no vaccines available at this time but is suggesting having a plan in place for when large amounts of vaccines become available.

Mrs. Pfannen stated that Conlon Hall is the plan for the future if we get large amounts of vaccines. She also stated that the Government is working on distributing vaccines through CVS and Walgreens 7 days a week as they do with Flu Vaccines.

Both Mr. Yanovich and President Cheriyan stated that they believe the plan is for the Government to deal only with Mega Sites and not distribute to local health departments. President Cheriyan stated that although that may be the case, we should continue to request vaccines and take even small amounts to target the seniors in town who are the most vulnerable.

Ms. August stated that she is working together with Administration and Mayor & Council on the planning of Conlon Hall. Ms. August is compiling a list of volunteers to be available for future clinics upon getting the vaccines. Ms. August reached out to the New Jersey State Nurses Association President who said she would be able to get volunteer nurses to assist us if needed. Mr. Cabuhat suggested reaching out to Mayor Amatorio for volunteers since he has many resources.

A short conversation took place regarding the process of registering on the State Website for the vaccine and how the residents are notified and assigned a location to get vaccinated. President Cheriyan explained the process but also stated everything changes daily.

Dr. Cheriyan also stated that the Government will be distributing to the pharmacies which have the capability and resources to vaccinate thousands.

Mr. Cabuhat asked Ms. August how she determined who got vaccinated. Ms. August replied she has to follow the CDC guidelines. First on the list was Phase 1A which include first responders and health care workers. Those are the people she targeted in the January 21<sup>st</sup> clinic. Ms. August stated that a few people that were scheduled did not show up, therefore, Ms. August called a few residents in town that were on a contingency list. They were called to come in immediately since the vile was opened and the vaccines had to be administered within a certain amount of time.

### VERBAL COMMUNICATION

There being nothing further to come before the Board, on a motion by Mrs. Pfannen seconded by Dr. Quiroz and carried, the meeting was adjourned at 8:15PM.

Respectfully Submitted,

Felicia Williams  
Registrar of Vital Statistics