

**Town of Dover**  
**Special Meeting of the Board of Health**  
**November 19, 2018**  
**6:30 PM**

A special meeting of the Dover Board of Health was held at Water Works Park, 100 Princeton Avenue, Dover.

Board President Irene Hansen called the meeting to order at 6:30 pm and announced that the meeting complies with the requirements of the Open Public Meetings Act and has been duly publicized and posted.

Secretary Sandra Scarneo called roll.

**ROLL CALL**

**PRESENT:** Darlene Kasko, Irene Hansen, Sandra Scarneo,  
Judith Rugg, Christopher Chapman,

**ABSENT:**

**ALSO PRESENT:** Don Travisano, Administrator  
Trevor Weigle, Health Officer  
Derrick Webb, Ass't Health Officer  
Carolyn Blackman, Alderman/Liaison  
Aracelis V. Orama Galloza, Deputy Registrar  
Donald Costanzo, Aide

Trevor Weigle, HO stated that the purpose of this evening's special meeting was to discuss and deliberate over the following matters of business:

- 1. Interlocal Health Service Agreement; and,**
- 2. Minutes from the previous, November 5, 2018, special meeting.**

The board proceeded with the specified order of business.

## **1<sup>st</sup> Order of Business: Interlocal Health Services Agreement**

The Health Officer presented the board a copy of the 2019 – 2020 Shared Services Agreement between the Township of Mt. Olive and the Town of Dover.

The agreement continues and extends health services for the next two (2) years at a \$102,556 for CY 2019; and, \$104,604 for CY 2020; representing a 2% increase per year.

### **DISCUSSION:**

Don Travisano, Administrator, opened the discussion by offering to answer any questions the board had regarding the health services agreement.

Sandra Scarneo asked if, procedurally, the agreement had first been reviewed by the Board of Health before the Board of Aldermen. Mr. Travisano responded not necessarily, and provided an historical overview of how health service agreements were reviewed and approved in prior years.

Mr. Travisano pointed out the significance of the 2017–2018 agreement which was the first time nursing services were rolled into the health services agreement with Mt. Olive Twp. Before 2017, the Town of Dover employed its own part-time nurse. Mr. Travisano pointed out that the scope of services remains the same in the current 2019–2020 proposal.

Ms. Scarneo thought the manner in which nursing was provided had not changed. However, it was explained that prior to 2017, nursing services were provided by a part-time nurse employed by Dover. After 2017, nursing services were incorporated into the health shared services agreement with Mt. Olive Twp. The current nurse is a Mt. Olive employee.

Judy Rugg raised concerns about the continuity of nursing services. This led to a discussion of part-time vs. full-time nursing. Mr. Travisano explained that Dover's needs do not require a full-time nurse. The nature of part-time positions makes it difficult to get a nurse to stay on the job for long periods causing breaks in continuity.

In another matter regarding the subject of board vacancies, Mr. Travisano described the difficulties in finding replacements, and invited the board to refer or recommend potential board candidates to administration. Administration will continue to seek candidates for the open positions.

Carolyn Blackman, Alderman/Liaison, suggested that one possible reason it was so hard to get residents to serve on boards was the perception that it was a lot of work. Perhaps if a candidate knew what was involved, and that it was not too demanding, they would volunteer.

Don Travisano, Administrator, commended the board for its volunteer service to the community and apologized for the procedural issue of the Board of Health not having

first review. Mr. Travisano thanked the board and stated they were welcome to contact him if they had any further concerns or questions.

Sandra Scarneo expressed concerns about addressing communicable disease control issues, providing an expanded breakdown of health services by Mt. Olive, and conducting programs relating to current public health issues such as growing e-vape use by school age children and clearer Animal Control Reports.

Don Travisano, Administrator, explained that the CDC and the State of NJ have specific regulations regarding the reporting and monitoring of communicable diseases which are carefully following by the local health department.

The Administrator also stated to the board that they are welcome to bring e-vape ordinance suggestions or recommendations to his attention.

Trevor Weigle, HO, responded that he will address the clarity of the Animal Control Reports with the Animal Control Officer, and that his department is working on the e-vape issue.

Irene Hansen, President, thanked Don Travisano, Administrator, for attending the Board of Health meeting. Mr. Travisano departed the meeting.

Sandra Scarneo asked Trevor Weigle, Health Officer, for more details of the \$102,556 for health services for CY 2019 and an explanation for the increase from the previous year. Mr. Weigle stated the reason for the increase was due to a 2% increase in employment costs. A lengthy discussion of services was led by Trevor Weigle, HO, and Derrick Webb, Ass't HO concluding with an acknowledgement of the board's wishes for improved communication of events, monthly posts and more detailed expense reports.

Following the conclusion of discussion, a **motion to support the renewal of the uniform shared services agreement between the Town of Dover and the Township of Mount Olive for local public health services for 2019 - 2020** was made by Irene Hansen and duly seconded by Darlene Kasko.

**ROLL CALL VOTE: ALL AYES; NO NOES**

## **2<sup>nd</sup> Order of Business: Minutes**

**Judy Rugg requested that the November 5<sup>th</sup> special meeting minutes be amended to reflect comments that she had made asking for a more detailed expense accounting of department activities be presented to the board at regular meetings.**

**A motion to accept the minutes from the November 5, 2018, special meeting of the Board of Health subject to the above requested amendment made by Judy Rugg was made by Irene Hansen and duly seconded by Christopher Chapman.**

**ROLL CALL VOTE: Irene Hansen, yes; Sandra Scarneo, yes; Christopher Chapman, yes; Judy Rugg, yes; Darlene Kasko, abstained.**

**THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC  
WHO WISHED TO COMMENT.**

No one from the general public was present.

Upon completion of the public portion of the meeting, President Irene Hansen entertained a motion to adjourn the meeting. **A motion to adjourn the meeting** was made by Irene Hansen and seconded by Christopher Chapman.

**ALL AYES; NO NOES**

**MEETING ADJOURNED  
7:40 PM**