

**DOVER BOARD OF HEALTH**  
**Regular Meeting via Teleconference**  
**October 19, 2020 6:00 pm**

**MEETING CALLED TO ORDER / SUNSHINE STATEMENT**

After waiting several minutes for attendees to call-in on the teleconference, Trevor Weigle, Health Officer (HO), asked the President, Darlene Kasko, to start the meeting.

President Darlene Kasko called the meeting to order and stated the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, and duly posted and advertised in the Daily Record and the Citizen.

President Darlene Kasko called the **ROLL**.

**ROLL CALL**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
<b>Darlene Kasko</b>	<b>X</b>		
<b>Sandra Scarneo</b>			<b>X</b>
<b>Rosita Scinto</b>	<b>X</b>		
<b>Rhoda Myles</b>	<b>X</b>		
<b>Cindy Squires</b>	<b>X</b>		

**ALSO PRESENT**

<b>Trevor Weigle, Health Officer</b>
<b>Mayor Carolyn Blackman</b>
<b>Judith Rugg, Alderman/Liaison</b>
<b>Donald Costanzo, Assistant</b>

President Kasko entertained a motion to accept the minutes from the July 8, 2020, Special Teleconference Meeting of the Board of Health.

**A motion to accept the minutes from the July 8, 2020 Special Teleconference Meeting of the Board of Health** was made by Rosita Scinto and duly seconded by Cindy Squires.

**ALL YEAS; NO NAYS.**

Name	Motion	Second	Ayes	Noes	Abstain
Darlene Kasko			X		
Sandra Scarneo	-	-	-	-	-
Rosita Scinto			X		
Rhoda Myles			X		
Cindy Squires			X		

**CORRESPONDENCE:** No correspondence.

**UNFINISHED BUSINESS:**

Trevor Weigle, Health Officer, provided the board with the following updates:

- Flu shots for Dover employees was held on Thurs., Oct. 15<sup>th</sup>. The program was held in the court room. The vaccine and vaccinators were provided by Walgreens of Dover. Approximately 40 people were immunized.
- Flu shots for Dover residents and the general public 19 yrs. of age and older was sponsored by Zufall Health Center and held on Sat., Oct. 17<sup>th</sup> from 9:00 am – 4:00 pm at St. John’s Church. The health department assisted in the planning of the program. **RESULTS: 305 vaccinations; 160 COVID-19 tests; 40 – 50 turned away because the program ended at 4:00 pm.**
- The rabies vaccination program this year will be conducted by voucher from Oct. 26 – Nov. 21. Residents can pick-up a voucher from Town Hall and make their own arrangements with Hodes Veterinary Group to get their pets vaccinated. Hodes will charge the Dover Health Department \$7.00 per vaccination. The State of NJ will provide the vaccine free of charge. The HO stated that the State has some reluctance regarding the voucher system and that there is a chance they may not permit it.

- Regarding department staffing: Zory Ryerson retired effective July 31<sup>st</sup>. Jorge Cintron replaced Ms. Ryerson in August. Mr. Cintron was transferred from Code Enforcement to the health department.
- A part-time person (to be determined) will be assigned to the health department to assist with daily office activities.
- Update on COVID-19: a total of 819 cases as of the date of this meeting; 402 females and 417 males. As of this date, 10/19, a large jump in the cumulative number of positive cases; currently 740 people out of quarantine; 62 deaths the number of which has not increased since August 14<sup>th</sup>.

## NEW BUSINESS:

### 2021 Operating Budget:

Trevor Weigle, Health Officer opened discussion of the 2021 proposed operating budget. Worksheets were mailed to the board prior to the meeting.

Following discussion, the board proposed the following 2021 operating budget:

ACCOUNT	TITLE	2020	2021 Approved
021	ADVERTISING	\$ -	\$ 200
023	OFFICE SUPPLIES	\$ 2,000	\$ 2,000
025	MAIN. OF VEHICLES	\$ 750	\$ 750
026	MAIN. OF EQUIP.	\$ 3,100	\$ 3,100
028	ANIMAL CONTROL CONTRACT	\$ 22,200	\$ 22,000
029	VETERINARY SERVICES	\$ 3,441	\$ 3,441
033	PUBLICATIONS	\$ -	\$ -
042	PROF. TRAINING - STAFF DEV.	\$ 500	\$ 500
044	DUES	\$ 100	\$ 100
045	PROGRAM EXPENSES		
	programs	\$ 2,000	\$ 2,000
	influenza program:	\$ 4,000	\$ 4,000
	SUB-TOTAL:	\$ 6,000	\$ 6,000
056	MEDICAL SUPPLIES	\$ 250	\$ 250
081	HEALTH SERVICES AGREEMENT	\$ 104,604	in negotiation
090	SANITATION EXPENSES	\$ 1,000	\$ 1,000
102	CONFERENCE REGISTRATION	\$ 55	\$ 55
103	TRAVEL REIMBURSEMENTS	\$ 1,000	\$ 1,000
<b>OE TOTAL:</b>		\$ 145,000	\$ 40,396
<b>S&amp;W TOTAL:</b>		\$ 129,353	
<b>GRAND TOTAL:</b>		\$ 274,353	

**A motion to approve the 2021 operating budget** was made by Cindy Squires and duly seconded by Rosita Scinto.

**ROLL CALL VOTE  
ALL YEAS; NO NAYS.**

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Ayes</b>	<b>Noes</b>	<b>Abstain</b>
<b>Darlene Kasko</b>			<b>X</b>		
<b>Sandra Scarneo</b>	-	-	-	-	-
<b>Rosita Scinto</b>		<b>X</b>	<b>X</b>		
<b>Rhoda Myles</b>			<b>X</b>		
<b>Cindy Squires</b>	<b>X</b>		<b>X</b>		

**THE MEETING WAS OPENED TO MEMBERS OF THE BOARD & HEALTH COMMITTEE MEMBERS.**

Rosita Scinto commented that she attended the St. John’s COVID testing program and that it was well conducted.

Judy Rugg asked if the health department provided flu vaccinations at Dover senior centers. Don Costanzo stated that due to the restraints imposed by the pandemic, the health department worked with Zufall to do the outside program, but that program announcements were sent to all of the senior centers

Judy Rugg questioned the Animal Control Report from June, asking what the designation “RAL” meant for a dog that was cited on Audrey Place. Don stated that he believed the RAL stood for “running at large.” Ms. Rugg asked if more detailed information could be provided. Don stated that he would talk to the ACO.

Mayor Blackman expressed appreciation to the board for their volunteer work serving the Dover community.

**THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC**

No members of the general public were present.

**ADJOURNMENT:**

**A motion to adjourn the meeting was made by Rhoda Myles and seconded by Rosita Scinto.**

**ALL YEAS; NO NAYS.**

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Ayes</b>	<b>Noes</b>	<b>Abstain</b>
<b>Darlene Kasko</b>			<b>X</b>		
<b>Sandra Scarneo</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Rosita Scinto</b>		<b>X</b>	<b>X</b>		
<b>Rhoda Myles</b>	<b>X</b>		<b>X</b>		
<b>Cindy Squires</b>			<b>X</b>		

**MEETING ADJOURNED**  
**6:25 pm**