

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-Absent
- Mrs. Marte

Also present Ms. August, Mrs. Williams and K. Williams

**OPEN HEARING**

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

**MINUTES**

A motion was made by Mrs. Pfannen seconded by Mr. Cabuhat and carried that the Minutes of the regular meeting of November 2020 be accepted as written.

**BILLS TO BE PAID**

Mrs. Williams stated that on behalf of President Cheriyan, Purchase Orders have been signed by Mrs. Williams and submitted. A motion was made by Mrs. Pfannen, seconded by Mr. Cabuhat and carried that the following bills were paid.

Tyco	3,096.66
McKesson	958.49
McKesson	434.44

**REPORTS**

**Legal and Finance**

“Progress”

**Medical**

“No Report”

**Personnel**

Ms. August reported that she interviewed Ms. Grippo, a recent graduate of Stockton University with a Bachelor of Science in Public Health referred by Mr. Gallo. If hired, Ms. Grippo's duties would include but not limited to COVID-19 contact tracing, assist with the food pantry and assist in the child health clinic. It is a temporary per-diem position during the COVID-19 pandemic.

**Publicity**

A post on the Website and in the Record regarding the Board of Health meetings.

**Liaison To Mayor & Council**

No Report, Councilman Deauna was absent.

**Legislature & Regulatory**

"Progress"

**Written Reports of the Department**

At the request of President Cheriyan, Ms. Kayla Williams visited several establishments in town and ensured the Board that proper guidelines are being followed for hand sanitizers and sanitary wipes.

A motion was made by Mrs. Pfannen seconded by Mrs. Marte and carried that the written November 2020 Reports of the Department be accepted as written.

**CORRESPONDENCE**

A letter sent from Ms. August to Mrs. Mazon thanking her organization for donating hand puppets for the Child Health Clinic.

A letter sent from Ms. August to Dr. Ragi and Associates thanking him for his generosity towards the people of Bergenfield over the years and to the Health Department.

An email from Joanne Wendolowski, Health Awareness Regional Program PHNS. Due to the barriers created by the Pandemic, they were unable to provide health promotional services, therefore, those services will roll into 2021 at no cost to the Borough.

**UNFINISHED BUSINESS**

**1. Mid-Bergen Contract 2021**

Mid-Bergen Contract 2021 will be discussed in "Closed Session" following the regular Board of Health meeting.

**NEW BUSINESS**

**1. Cooper Exterminating Contract**

Mrs. Williams presented the Board with the Cooper Exterminating Contract for 2021 with no changes. It was the decision of the Board to renew the contract as presented.

**2. Medical Services Contract**

Mrs. Williams presented the Board with the 2021 Medical Services Contract (Dr. Rothenberg). Mrs. Pfannen stated that a proposal for a salary increase was submitted to the Mayor and Council for Dr. Rothenberg who has not had an increase since contracting with the Health Department in 2012. A salary increase proposal was also submitted for the employees of the Health Department. If approved, the increase will be retroactive to January 1, 2021.

**3. Rabies Clinic**

Mrs. Williams stated that the Rabies Clinic has been scheduled for January 17, 2021 from 10AM to 1PM. The clinic will be held at the DPW garage and it will be a drive-thru to ensure the safety of the residents.

**VERBAL COMMUNITION**

There being nothing further to come before the Board, on a motion by Mrs. Pfannen seconded by Mr. Cabuhat and carried, the meeting was adjourned at 7:40PM.

Respectfully Submitted,

*Felicia Williams, CMR*

Felicia Williams  
Registrar of Vital Statistics