

**ANNUAL REPORT**  
**RUTHERFORD BOARD OF HEALTH**  
**FOR THE YEAR 2011**

**COUNCIL LIAISON**

Jack Boyle

**BOARD MEMBERS**

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Kim Fecanin, Vice President  
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Dr. Joseph DeFazio  
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**2011 STAFF**

Brian M. O'Keefe, Administrative Officer/Registrar of Vital Statistics  
James G. Locarro, Registered Environmental Health Specialist  
Linda A. Hricik, Secretary, Deputy Registrar of Vital Statistics  
Janet Calhoun, R.N.  
Therese Zdanowicz, R.N.  
Dr. Jill A. Garripoli, Board Pediatrician  
Dr. Ira Kurz, Board, Public Health Physician  
Neil Beeber, D.V.M., Board Veterinarian

**RUTHERFORD HEALTH DEPARTMENT**  
**ANNUAL REPORT**  
**FOR THE CALENDAR YEAR 2011**

During the calendar year 2011, the Rutherford Health Department continued to provide a wide variety of services to Borough residents. Through various preventive screening programs, issuance of Vital Statistics documents, investigation of citizen complaints, inspection activities, etc., the Health Department had contact with a large segment of the Borough population.

The Health Department continued to increase the level of publicity and public awareness towards state mandated programs and services offered to residents. Press releases and pictures were taken of various programs and screenings offered at the Health Center and submitted to The South Bergenite, and approximately 30 service organizations and houses of worship in the borough.

The environmental health aspect of the Department continued to be active by conducting 114 detailed food safety related inspections and sampling 180 potentially hazardous food items from local food establishments. 549 citizen complaints were received and investigated, a 21% increase over the prior year. One municipal court complaint was required to alleviate citizen concerns. 27 property locations were vandalized with graffiti in 2011.

The 2011 calendar year marked the 20<sup>th</sup> year of rabies in land based animals in Rutherford. This continued to result in an increase in manpower hours being devoted to rabies control measures and follow up on animal related bites to humans and other animals. The Department continued to receive excellent service and cooperation by the Governing Body contracting once again in 2011 for a private Animal Control Service. This decision not only realized the Borough an increase in field related animal control services, but at a reduced cost of approximately \$9,289.90 and at a time when it was continually needed with the Community in the rabies enzootic area and an increase in 2011 in bat related potential human rabies exposures.

The Public Health Nursing Staff continued to provide the residents with numerous preventive health screening programs. The Influenza Vaccination Program, Multi-Phasic Blood Screening Program and Child Health Conference continue to be the most popular programs. 148 residents participated in the Multi-Phasic Blood Screening and 509 residents were vaccinated against the seasonal influenza virus and 69 participated in the Tdap afternoon clinics. 305 blood pressures were taken during the weekly walk-in blood pressure program held on Tuesdays. The Child Health Conference continued to provide to residents State funded vaccine for the prevention of 13 childhood diseases with 32 children immunized by the Board of Health Pediatrician, receiving 74 doses of vaccine.

For the 17<sup>th</sup> consecutive year, the Board of Health was able to apply for reimbursement for those residents 65 and over who were Medicare patients and were vaccinated against influenza through a shared services agreement with the Bergen County Department of Health Services. Instead of the Influenza Vaccination Program costing the Department \$8,800 in vaccine costs, with Medicare reimbursement, the actual cost to the borough was \$5,633.80, a potential savings to the Borough of \$3,166.50.

The Department continued its role in the School Nursing Program. For the 2010-2011 School Year, the Public Health Nurses continued the School Nursing Services at The Academy at St. Mary, St. Mary High School, Rutherford Child Care Center, and The Meadow's School.

State entitlement per pupil is available for providing these services to the non-public school students through a shared services agreement with the Rutherford Board of Education since 1992 and resulted in reimbursement of \$35,966.00 for the 2001-2011 school year. To accommodate the continued school nursing involvements, adjustments were made to a number of existing nursing related programs.

By continuing our role in the school-nursing program, it required at a minimum, the Public Health Nurses, when schools are in session, to devote an additional five (5) hours a day on this program. 534 students received our services in 2011.

From a budget and finance standpoint, the Board of Health realized a total revenue source of \$69,407.00 in 2011. The largest sums were in the school nursing reimbursement account totaling \$35,966.00, retail food establishment licenses totaling \$26,280.00, vital statistics revenue totaling \$1,843.00, and electronic vital statistics revenue totaling \$7,910.00. ( $\$69,407.00 + \$7,910.00 = \$77,317.00$ ).

The total appropriation for Salaries, Wages, Operating and Capital Budgets for 2011 was \$383,108.57 which was 1.4% of the total Municipal Budget (\$26,876,212).

The Vital Statistics aspect of the Department issued 1,782 certified copies of Death, Marriage, Domestic Partnership, Civil Union and Birth records that generated \$1,843.00 and \$7,910.00 in electronic payments in revenue totaling \$9,753.00.

In the calendar 2011, a number of specific items are in need of noting:

On January 11<sup>th</sup>, five residents were re-appointed to the Board of Health to three year terms.

An unsafe structure was investigated by the Health Department, Bureau of Fire Safety and the Building Department. Joint inspections revealed numerous property maintenance code violations inside the structure on Santiago Avenue and the structure was posted as unfit for human occupancy.

The Department reduced its influenza vaccine order from 800 doses to 650 doses in 2011.

Following the state records retention schedule, 10 boxes of records were approved by the state for destruction in accordance with the state retention schedule.

The Department received capital budget funding to replace two 30 plus year old examination tables, one of which was non-operational.

The Department implemented new safety paper issued by the State Registrar's Office, effective October 1, 2011. The prior used safety paper for issuance of vital statistic documents was shredded and the numbered sheets destroyed were reported, as required, to the State Registrar.

In a ten month period of time, the Borough was affected by three natural disasters, one flood related with Hurricane Irene and the other two were snow related. With Hurricane Irene, the Department participated in Office of Emergency meetings prior to and after the event to insure the public's health and safety. The department received from the State Health Department Tdap vaccine for flood related victims.

Two residents and one police officer received the post exposure treatment for rabies. A Ridge Road resident was bitten by a squirrel that had fallen into a pool and another resident was bitten by a feral cat while visiting Six Flags Great Adventure in Jackson, New Jersey. A police officer was bitten by a feral cat while attempting to help the injured animal.

Property Maintenance Code summons issued to a property owner on Park Avenue for not maintaining the exterior of the property. A guilty plea was entered and the owner was fined \$250.00, plus \$33.00 in court costs.

A number of old computers and obsolete furniture were removed from the health department and offered at the Borough wide auction held.

At the request of the Borough Administrator, a memo was submitted on staffing levels at the health department which, in recent years, has decreased by 17%.

West Nile Virus activity in the Borough was very quiet in 2011. This was the fifth consecutive year since 2000, when the virus appeared in the State, that we did not have a crow test positive for the West Nile Virus.

Fourteen retail food establishments in the Borough were nominated for the “Bergen County Gold Star Program Award for Excellence In Food Protection”. Establishments that exceed minimum sanitation and food safety code requirements are eligible for recognition. The thirteen establishments receiving the award were: Ice Cream Charlie’s, Dairy Queen, Rutherford Child Care Center, 55 Kip Center, Dunkin Donuts, Café Mattise, Meadows School, New China Inn, Sweet Avenue Bake Shop, Hop Hing, Bagel Supreme, Rutherford Pancake House and Greek Town Gyros.

The Bergen County Mosquito Control Commission provided excellent assistance to the Department by responding and treating several properties in town, mostly vacant properties, for mosquito activity.

The Department agreed to the county’s offer of taking possession of a point of distribution (POD) supply box in the event of a bioterrorism event. The POD was received and stored at the health department.

The Department Head, at the request of the Borough Administrator, conducted Performance Evaluations on each of the employees in the Department.

Changes made by the Governing Body regarding the removal of garbage and recycling material resulted in a host of citizen complaints being received which required follow-up by the Department.

The bloodborne pathogen exposure program was updated and distributed to the Police, Fire and EMS organizations as required by PEOSHA.

The Department received a host of graffiti complaint issues on structures throughout the Borough and aggressively followed up with the property owners. Property owners were cooperative by removing the graffiti in a timely fashion when notified.

There was an increase in the number of properties in town this year where the property owners did not abate overgrowth violations, which forced the Department to hire a private contractor to abate the violations. Properties located on Feronia Way, Wood Street, Ridge Road, , Lincoln Avenue, Montross Avenue, Santiago Avenue, West Gouverneur Avenue and Eastern Way, had property maintenance code violations abated by the Health Department and the cost of the clean ups were sent over to the Chief Financial Officer and Tax Collector for tax lien action.

The Department Head continued to serve on a host of Borough appointed committees during the calendar year including participation on the municipal alliance committee, safety committee, local emergency planning committee, the office of emergency management, bloodborne pathogen, pathways to health and special events committee.

With the Building Department, the Health Department responded to a home on Wood Street at the request of the police department. The private one family home was found to be in an unsanitary condition and the home was posted by the Building Department as unfit for occupancy.

The Borough continued to have a series of special events throughout the year that required departmental participation in the planning stage and review food safety concerns for food items provided to the public at these events to insure a safe and wholesome food product was provided at these temporary events.

The Department spent a considerable amount of time investigating animal bites to humans. This was a very time intensive activity. A number of bats were sent by the Department to the State Health Department Rabies Lab in Trenton to rule out rabies. While 34 animal bites were followed up on, some of the bite exposures were problematic and did result in two (2) residents , and to one police officer receiving the post exposure treatment for rabies, which now involves four inoculations over a 14 day period of time. Since rabies is a fatal disease, proper follow up and documentation in a timely manner is imperative

Access to public records requests, known as OPRA requests, increased in 2011. A total of 44 requests for public documents were received by the Health Department. One resident made 25 requests for over 61 health department documents in 2011.

The following is a breakdown of activities for each component of the Health Department:

### **\*2011 VITAL STATISTICS**

- 1,782 - Certified Copies of Death, Marriage, Domestic Part., & Birth Records Issued
- 119 - Death Certificates Processed (80 Electronic & 47 photocopied)
- 98 - Marriage Licenses Issued
  - 1 - Civil Union Applications Issued
  - 1 - Domestic Partnership Affidavit
- 26 - Death Certificates Recorded for Deaths Occurring in Town
- 61 - Marriage Certificates Filed in Rutherford
  - 1 - Civil Union Certificates Filed in Rutherford
  - 1 - Re-Marriage Certificates Filed in Rutherford
- 119 - Residents Died During 2010
- 0 - Births Recorded in Town
- \*162 - Birth Certificates Received for New Residents
  - \* Female - 81                      Male - 81

\* - As of January 11, 2011

\$9,753 in revenue was received for Certified Copies of Marriage, Birth, Death Records, Civil Union, Domestic Partnership Affidavits, Burial Permits and Marriage Licenses including electronic payments (\$7,910).

### **2011 - BUDGET & FINANCE**

2011	Operating Budget - \$47,875.41
2011	Salary & Wages Budget - \$331,733.16
2011	Capital Budget - \$3,500

Total Borough Funds allocated for Board of Health, Salary & Wages, and Capital & Operating Budget in 2011 was \$383,108.57 or 1.4% of the total Municipal Budget (\$26,876,212).

If you factor in the Board of Education budget (\$39,505,073) with the Borough budget, we required 0.58% of the money raised by taxes to cover the entire Health Department's budget in the calendar year 2011.

The Health Department during 2011 brought in the following revenue:

\$ 1,843.00 Vital Statistics  
 26,280.00 Retail Food Establishment Licenses  
 680.00 Vending Machine Licenses  
 38.00 Store Milk Licenses  
 35,966.00 School Nursing Reimbursement (2010-2011 School Year)  
 2,550.00 Dedicated Revenue  
 2,050.00 Massage License Fees

\$ 69,407.00 Total Revenue (\$7,910-Electronic Payment Total for 2011 and \$283.00 Court fine fees not added to above total). (\$69,407.00 + \$7,910 + \$283 = \$77,600.00 – Final Revenue Total 2011).

### **2011 – ADULT SCREENING PROGRAMS**

Blood Screening: April - 74 (referred 74)  
 Oct. - 78 (referred 77)  
 Flu Clinic: Participants - 509 – 10/20, 10/24, 11/13 & 11/30  
 Tdap Clinic: 69 - 9/15, 10/11  
 Pap Program: Oct. 13, 2011 -6 Participants (0 Referrals)  
 Podiatry: Sept 9, 2011 - 15 Participants (6 Referrals)  
 Prostate: Sept. 21, 2011 - 9 Participants (2 Referrals)  
 Rabies Clinic: March 26, 2011 - (176 Dogs - 17 Cats) Total 193  
 Skin Cancer: June 22, 2011 - 39 Participants (20 Referrals)  
 Vision: August 4, 2011 – 16 Participants (8 Referrals)

### **2011 – PUBLIC HEALTH NURSING**

Blood Pressures	305
Communicable Disease Follow Up	52
Health Risk Assessments	40
Immunization Audits	18
TB Testing (three positive reactors for follow-up)	73
Monitored elevated lead cases and investigated	1
Immunizations given to child health conference participants	74

**2011 – CHILD HEALTH CONFERENCE**

Attendance	32
Children Immunized	32
Hours	9.5
Nurse Counseling	32
Physicals	6

**2011 – ENVIRONMENTAL HEALTH****Citizen Complaints** 549

## Chapter 12 – Detailed food Inspections:

Satisfactory on Initial Inspection	101
Satisfactory on Re-inspection	6
Conditional on Initial Inspection	6
Spot Checks – Re-inspections	7
Animal Bites Follow Up	34
After Hour Complaints, Activities	17
Child Care Facilities Inspections	7
Clinics – Flu -2 – Rabies 1	3
Farmers Market Inspections	11
Food Samples	180
Garbage Inspections	16
Kennel	1
Licensed Retail Food Establishments	121
Licensed Massage Therapy Establishments	2
Miscellaneous Correspondence & Inter Office Memos	759
Miscellaneous Food Related Inspections	38
Mobile Vendor Inspections	3
Office Coverage - Hours (James G. Locarro)	55
Pet Shop Inspections	1
Plan Review	6
Pre-Operational Inspection – Chapter 12	10
Public Recreational Bathing Inspections	2
Seminars (Brian M. O’Keefe – 5 – James G. Locarro – 7)	12
Tanning Salons	1

## SCHOOLS

Complete IMM 8's & A45's (immunization charts) for all students according to New Jersey State Department of Health & Senior guidelines.

Provide health screenings according to New Jersey State Department of Health & Senior Services guidelines for the following:

St. Mary High School

The Academy at St. Mary

Rutherford Child Care Center – Lice Screening – 12/12/11 – 45 Students and Staff

The Meadow's School

Audits and surveys of public and private schools and 12 daycare centers in the Borough concerning Immunization Compliance with Chapter 14 of The State Sanitary Code.

Complete School Nursing Program at St. Mary High School, The Academy at St. Mary, Rutherford Child Care Center, and The Meadow's School, covering over 534 students. Programs cover such things as auditing and maintenance of health records and immunizations, tuberculin testing, health screenings which include vision, hearing, scoliosis, heights and weights, first aid to ill and injured students and faculty, student health counseling, etc. At least five (5) nursing hours are spent each day on programs when schools are in session.

Health counseling, which includes telephone calls, walk-ins, home visits, screenings, follow-ups, etc. – approximately 4,000.

The Annual Report for 2011 is a credit to the members of the Rutherford Board of Health for their insight and support of the Staff in providing a public health program designed to meet the needs of the Community. Board members serve on the Board of Health to fulfill the statutory responsibility of a local board of health and receive no compensation for devoting their time and talent to the Borough of Rutherford.

The Governing Body of the Borough of Rutherford needs to be commended for continuing to provide an acceptable and reasonable level of funding to the Board of Health in order that public health mandates can be successfully achieved.

A special note of thanks and appreciation to Corey Gallo, Borough Administrator, for his continued understanding of the day to day operations of the health department and his support of the health department staff.

As this report concludes the 12<sup>th</sup> year of the 21<sup>st</sup> century for the Rutherford Health Department, many major dramatic health threats have been eliminated since the turn of the 20<sup>th</sup> century which have contributed to the increase in the average life span since the early 1900's by over 30 years, 25 years attributable to advances in public health. Infectious diseases associated with poor hygiene and poor sanitation, diseases associated with poor nutrition, poor maternal and infant health, and diseases or injuries associated with unsafe workplaces or hazardous occupations have been drastically reduced or eliminated. While this list of health threats seems rather remote to us today based on advances in public health, we have completed the eleventh year of the 21<sup>st</sup> century with public health threats inconceivable over 100 years ago.

Local public health continues to adjust to changes in the public health infrastructure since the local board of health was created by the Governing Body back in 1901, with all of the powers and duties delegated to the Board by acts of the State of New Jersey Legislature.

Special thanks are extended to the members of the Medical Community who volunteered their time during various screening programs offered at the Health Center throughout the year: Dr. Joanna Zurada for conducting a Skin Cancer Screening Program, Dr. Steven Poling for conducting a Foot Screening Program, Dr. Schorn Purnell for conducting an Adult Eye Screening Program and Dr. Consetta Cheatam for conducting the Pap & Breast Screening Program. All of these programs would not have been possible without the willingness of the aforementioned individuals in donating their time and services to our Department.

The Staff looks forward to working with the Board in the 2012 Calendar Year in continuing to provide a sound and robust public health program to the residents of Rutherford. While the US economy took a turn downward in the past few years, it did not affect the continued demand for health services on the part of the Borough population. Working with a continued tight budget framework and a continued reduction in staffing, the 2012 year should pose some unique challenges to the Staff and Board of Health.

Respectfully Submitted,  
For The Board of Health,

Brian M. O’Keefe  
Administrative Officer  
Rutherford Health Department