

**HARDING TOWNSHIP
BOARD OF HEALTH
THURSDAY, MARCH 12, 2020**

Regular Meeting Minutes

Dr. Cervone called the regular meeting of the Harding Township Board of Health to order on March 12, 2020, at 7:30 p.m., and announced the meeting was called in accordance with the laws of the State of New Jersey.

ROLL CALL:

Secretary Sharp called the following Board of Health members in attendance.

BOH Attendance: Mr. Boyan, Dr. Cervone, Mrs. DiTosto, Dr. Kao, Dr. Lacz, Mrs. McKittrick, and Mr. Nicolas Platt

Health Department Attendance: Mrs. Lisa Sharp and Mr. George Byrnes and Mr. Robert Falzarano, Township Administrator

County of Morris Attendance: Miss Casey Brady, REHS and Mrs. Stephanie Gorman, Assistant Health Officer

Public: 2

DISCUSSION ITEMS:

Mrs. Sharp reported that this evening the Board has invited Mr. Robert Falzarano, Township Administrator and Mrs. Stephanie Gorman, Assistant Health Officer, Morris County Office of Health Management to discuss the Coronavirus and update the Board of HEALTH on what the Township and County have been doing.

Mr. Falzarano, Township Administrator explained that he is the Deputy OEM Coordinator and Mayor Yates is the OEM Coordinator for the Township. Mr. Falzarano explained that of his 46 years of government service, he has been involved in public service for about 40 years. Mr. Falzarano presented a slide show to the Board which explained the steps that the Township has taken starting from January 27, 2020 to present. A discussion ensued with regard to the Board of Health being included on the daily phone calls and emails. Mr. Falzarano was unable to complete his slide presentation as Mr. Spelker, Superintendent of Harding Township School arrived. A copy of Mr. Falzarano's presentation is appended to these minutes.

Let the record show that Mr. Spelker, Superintendent Harding Township School arrived at 7:45 pm.

A discussion regarding the closing of Harding Township School ensued. Mr. Spelker explained to the Board that he did not make the choice to close the school lightly. A question was asked why the Board of Health was not consulted. Mr. Spelker reported that he was in contact with Dr. Perez, Jr., Health Officer to discuss the closing. Dr. Perez, Jr., did not rubber stamp the decision Mr. Spelker made. Dr. Perez, Jr. understood the reasoning. Mr. Spelker explained to the Board that it was his decision to close the School. *Let the record show that Mr. Boyan was on the phone at 7:30 pm and arrived in person at 7:59 pm.*

Mr. Boyan stated he is in full support of Mr. Spelker's decision. Mr. Platt reported that the Board would like Mr. Spelker to leave this meeting knowing that the Board of Health is concerned and gives our blessing on this difficult decision. Mr. Platt explained that the Board of Health can be an incredible resource. Mr. Spelker mentioned that he will attend the weekly Board of Health meetings going forward. The Board made a recommendation to hold weekly Board meetings; March 18th, March 25th, and April 2nd at 7:30 pm or earlier. Mrs. Sharp will place an ad in the Observer Tribune and on the Township website. Dr. Lacz asked that the

children bring home everything. Mrs. McKittrick asked that going forward with messaging, consult everyone. A suggestion was made to invite the first responders to the weekly meetings. Dr. Kao mentioned that having the School running keeps the community line open, now with the School being closed the community line is closed. Email blasts will help. Mr. Platt asked for a voice vote to show Mr. Spelker the Board's support. Upon a motion made by Mr. McKittrick, seconded by Mr. Platt, and with a vote of unanimous ayes, the Board of Health approved of the decision made by Mr. Spelker, Superintendent of Harding Township School to close the Harding School during this difficult time. Mr. Spelker thanked the Board for their support.

Mrs. Stephanie Gorman, Assistant Health Officer provided an update on the Coronavirus. Mrs. Gorman asked the Board what they would like to do with Temporary Retail Food Events. A discussion ensued. It was recommended that non-essential events or meetings be cancelled. The Board will re-evaluate around April 15th. It was mentioned that the Kemmerer Library has already cancelled their events. The Board discussed having their weekly meetings with the County and OEM. A discussion on the Coronavirus testing, supplies, etc., ensued. Mrs. Gorman discussed the Harding Seniors' and asked what the Board would like to do with the seniors. Mrs. Sharp informed the Board that Mrs. Willean has been in contact with Kathy Basile, Public Health Nurse and the recommendation was to cancel the senior meetings, which Mrs. Willean has done. Whatever we can do to help the seniors going forward will be helpful. Mrs. Gorman explained about getting essential funding. The County is answering calls around the clock. A discussion on organizing volunteers ensued. It is important to self-quarantine, wash hands with soap, sanitize surfaces, and social distancing of six feet.

Let the record show that Mrs. Gorman, Assistant Health officer left the meeting at 8:50 pm.

Electric Hand Dryer – A discussion ensued regarding Electric Hand Dryers. It was suggested to place temporary out of order signs on the Municipal Building Electric Hand Dryers.

Hepatitis B – A discussion ensued regarding the Hepatitis B immunizations. Mrs. Sharp mentioned that a policy and procedure on the Hepatitis B immunization with regards to DPW, Police, Volunteer Fire and EMS is currently being written. Mr. Sordillo, BOH Attorney has review the law in depth with regard to volunteers and the Hepatitis B immunization vaccination does apply to volunteers. Dr. Cervone mentioned that if a volunteer has medical insurance, their insurance will cover the Hepatitis B immunization. A discussion ensued on how important it is to use a person's own physician.

Let the record show that Mrs. McKittrick left the meeting at 9 p.m.

ACCEPTANCE OF BOH MEETING MINUTES OF FEBRUARY 13, 2020:

Dr. Cervone asked if there were any questions with regard to the February 13, 2020 meeting minutes. Upon a motion made by Mr. Platt, seconded by Dr. Lacz, and with votes of all ayes, none opposed, the minutes for the February 13, 2020 meeting were accepted.

ACCEPTANCE OF BOH MONTHLY REPORT FOR FEBRUARY 2020:

Dr. Cervone asked if there were any questions regarding the monthly Health Department report for February 2020.

Mr. Boyan asked how the work load of the Health Department is doing. Mr. Byrnes mentioned that the Health Department has caught up with all their applications to date.

Dr. Cervone asked if there were any further comments or questions to the February monthly report and the monthly financial. Upon a motion made by Mr. Platt, seconded by Mrs. DiTosto, and with votes of all ayes, none opposed the monthly report and financial report for February 2020 was accepted.

ACCEPTANCE OF MORRIS COUNTY MONTHLY REPORT FOR FEBRUARY 2020:

Dr. Cervone asked if there were any comments or questions with regard to the Morris County Monthly Report for February 2020.

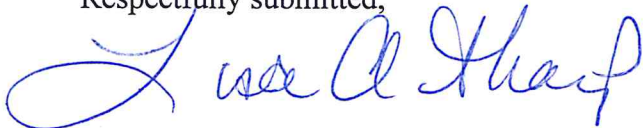
A discussion on influenza ensued. Dr. Cervone mentioned that in 2017/2018 there were about 80,000 deaths and in 2018/2019 there were about 53,000 deaths related to influenza.

With no further comments a motion was made by Mrs. DiTosto, seconded by Dr. Lacz to accept the February 2020 Monthly County of Morris, and with a vote of all ayes, none opposed the monthly Morris County report for February 2020 was accepted.

OTHER MATTERS AND HEARING PERSONS PRESENT:

Seeing no further business, a motion to adjourn was duly made by Dr. Lacz, seconded by Mrs. DiTosto, and with a vote of all ayes, the meeting was adjourned at 9:40 p.m.

Respectfully submitted,



Lisa A. Sharp
Secretary, Board of Health

Harding Township

Office Of Emergency Management

RJF

3/12/2020

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Preventative Initiatives

January 27, 2020 – Coronavirus information received from Morris County Office Of Health Management and posted on the Harding Board Of Health web page

February 3, 2020 – Observer Tribune provided the January 27, 2020 Coronavirus information from the Morris County Office Of Health Management. Also, the Observer Tribune was directed to the Harding Board of Health web page for updated information

February 10, 2020 – Updated Coronavirus information received from Morris County Office Of Health Management – Posted on the Harding Municipal and Board Of Health web pages

Preventative Initiatives

February 10, 2020 – Added Coronavirus button to the Harding Township web page which links to the following:

- NJ Department of Health 2019 Novel Coronavirus Website
- CDC's 2019 Novel Coronavirus Website
- Morris County Office Of Health Management Website
- Harding Township Health Department Website
- Emergency Management information updates

February 24th – Written notice sent to Harding employees about Coronavirus preventative measures

March 2, 2020 – Harding Township IT coordinator implemented remote access for the administrative staff members that will be activated if required

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Preventative Initiatives

March 3, 2020 – Harding social media subscribers notified that Coronavirus updates are posted on the Harding Municipal and Board of Health web sites (Alert Harding, Twitter, Instagram)

March 4-12, 2020 – Municipal building preventative measures implemented & continuance of government services planned:

- Handwashing instruction notices posted in all the restrooms
- Door knobs and surfaces disinfected in the morning and afternoon
- Non essential meetings cancelled
- Department head back-up personnel identified
- Remote access for administrative staff available if necessary

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Preventative Initiatives

March 5, 2020 – Harding Township Office Of Emergency Management meeting for conference call with Morris County Office Of Emergency Management. After the call review plans for preventative measures, public communication and emergency response. The following representatives attended:

- Harding Administrator, Deputy OEM Coordinator
- Chief of Police
- New Vernon Emergency Squad
- Harding School Superintendent
- New Vernon Fire Chief

Preventative Initiatives

March 5, 2020 – Morris County Office Of Emergency Management:

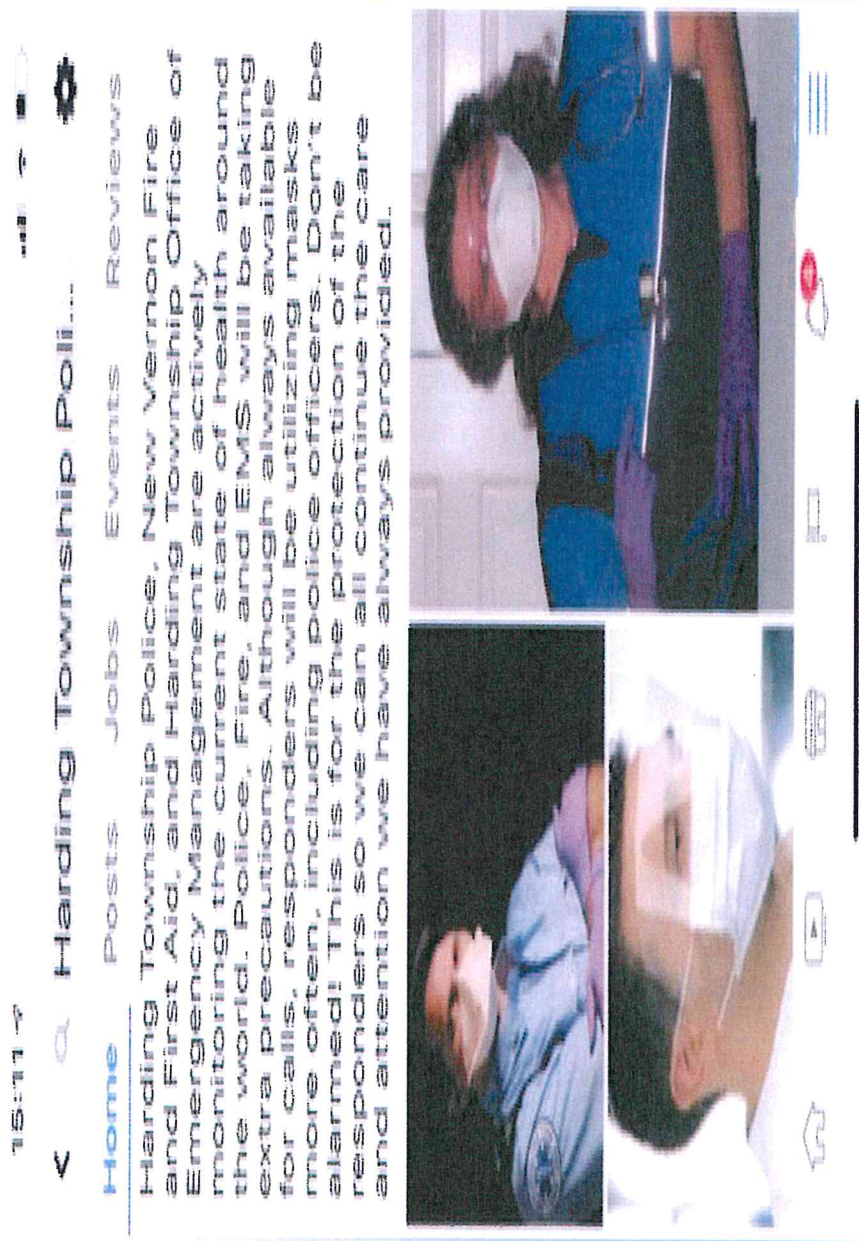
- Coronavirus is classified as a health incident
- Local health agencies are responsible to coordinate health service activities
- Guidance will change as more information is received
- Morris County Office Of Emergency Management will distribute procedures for fire, police and emergency medical first responders (screening & evaluation questionnaire received from Morris County Office Of Health Management on March 6th)
- EMS personnel are to notify the hospital as early as possible when transporting a suspected Coronavirus patient
- Morris County is preparing an infectious disease vehicle to assist first responders when requested

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Preventative Initiatives

March 6, 2020 Posting (Instagram, Twitter, Facebook, Alert Harding)



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Preventative Initiatives

March 6, 2020 – The Harding Administrator sent situation report to the Township Committee :

- Phone conference with Morris County Office of Emergency Management
- Precautionary measures implemented:
 - ✓ Employee remote access
 - ✓ Hand washing notices posted in restrooms
 - ✓ Disinfecting door knobs & surfaces in the municipal building
 - ✓ Addition of Coronavirus information box on the web page ([link to Board of Health](#))
 - ✓ Alert Harding, Twitter, Instagram, Facebook advisory about Coronavirus notices posted on municipal web page

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Preventative Initiatives

March 9, 2020 – At the March 9, 2020 Township Committee meeting, the Mayor & Administrator reported to the public the preventative measures, plans for continuance of government and Coronavirus information posting on the Harding Municipal and Board Of Health web pages and the initiatives that have been implemented

March 9, 2020 – Governor Murphy issues Executive Order 103

Preventative Initiatives

March 11, 2020 – Conference call with Morris County Office Of Emergency Management, Freeholder Director, & County Administrator:

- Governor Murphy's Office has initiated daily conference calls with the County. The purpose is to keep mayors and municipal officials informed
- Morris County Office Of Emergency Management advised that Local public health departments have jurisdiction for health matters
- State Health Department has advised the Coronavirus is spreading in Bergen through casual contact

Preventative Initiatives

March 11, 2020 – Conference call with Morris County Office Of Emergency Management, Freeholder Director, & County Administrator:

- Coronavirus:
 - ✓ Spreads easily
 - ✓ Highly contagious
 - ✓ Elderly with other medical conditions (heart disease, diabetes, kidney disease) are highest risk
 - ✓ 2% of infected in China are under 19 years of age

Preventative Initiatives

March 11, 2020 – Conference call with Morris County Office Of Emergency Management, Freeholder Director, & County Administrator:

- Morris County has ultra violet decontamination equipment for police, fire & emergency medical
- Freeholders have authorized the hiring of a fulltime epidemiologist that will be available to assist the municipalities
- Recommendation – Social distancing
- Morris County OEM is planning two calls each week with municipal officials

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Preventative Initiatives

March 12, 2020 – Article on the front page of the Observer Tribune reporting the Coronavirus public discussion at the March 9, 2020 Harding Township Committee meeting

March 12, 2020 – Notification from Morris County Office Of Health Management, the following schools have closed:

- Harding
- Hanover
- Morris Plains
- Mendham Township
- Hanover Park High School

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Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

1. I authorize and empower the State Director of Emergency Management, who is the Superintendent of State Police, in conjunction with the Commissioner of DOH, to take any such emergency measures as the State Director may determine necessary, including the implementation of the State Emergency Operations Plan and directing the activation of county and municipal emergency operations plans, in order to fully and adequately protect the health, safety and welfare of the citizens of the State of New Jersey from any actual or potential threat or danger that may exist from the possible exposure to COVID-19. The State Director of Emergency Management, in conjunction with the Commissioner of DOH, is authorized to coordinate the relief effort from this emergency with all governmental agencies, volunteer organizations, and the private sector.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

2. The State Director of Emergency Management, in conjunction with the Commissioner of DOH, shall also supervise and coordinate all activities of all State, regional and local political bodies and agencies in order to ensure the most effective and expeditious implementation of this order, and, to this end, may call upon all such agencies and political subdivisions for any assistance necessary.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

3. Given the concurrent invocation of both a State of Emergency pursuant to N.J.S.A. App.A.:9-33 et seq. and a Public Health Emergency as contemplated by N.J.S.A. 26:13-1 et seq., I reserve the right as specifically contemplated by N.J.S.A. 26:13-3 to exercise the authority and powers specific to the Emergency Health Powers Act as I deem necessary and appropriate to ensure the public health for New Jersey's residents.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

4. It shall be the duty of every person or entity in this State or doing business in this State and of the members of the governing body and every official, employee, or agent of every political subdivision in this State and of each member of all other governmental bodies, agencies, and authorities in this State of any nature whatsoever, to cooperate fully with the State Director of Emergency Management and the Commissioner of DOH in all matters concerning this state of emergency.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

5. The Coronavirus Task Force established under Executive Order No. 102 is continued with the Commissioner of DOH as the chair, and shall provide assistance on the State's efforts preparing for and responding to the public health hazard posed by COVID-19.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

7. All State agencies, and specifically the Departments of Banking and Insurance, Health, Human Services, Education, and the Civil Service Commission are authorized to take appropriate steps to address the public health hazard of COVID-19, including increasing access and eliminating barriers to medical care, protecting the health and well-being of students, and protecting the health and well-being of State, county, and municipal employees while ensuring the continuous delivery of State, county, and municipal services.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

8. I authorize and empower the State Director of Emergency Management, in conjunction with the Commissioner of DOH, to order the evacuation of all persons, except for those emergency and governmental personnel whose presence the State Director deems necessary, from any area where their continued presence would present a danger to their health, safety, or welfare because of the conditions created by this emergency.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

9. I authorize and empower the State Director of Emergency Management, in conjunction with the Commissioner of DOH, to utilize all property, equipment, and facilities owned, rented, operated, and maintained by the State of New Jersey to house and shelter persons who may need to be evacuated from a residence, dwelling, building, structure, or vehicle during the course of this emergency.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

10. I authorize and empower the Adjutant General, in accordance with N.J.S.A. 38A:2-4 and N.J.S.A. 38A:3-6.1, to order to active duty such members of the New Jersey National Guard who, in the Adjutant General's judgment, are necessary to provide aid to those localities where there is a threat or danger to the public health, safety, and welfare and to authorize the employment of any supporting vehicles, equipment, communications, or supplies as may be necessary to support the members so ordered.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

11. In accordance with the N.J.S.A. App. A:9-34 and N.J.S.A. App. A:9-51, I reserve the right to utilize and employ all available resources of the State government and of each and every political subdivision of the State, whether of persons, properties, or instrumentalities, and to commandeer and utilize any personal services and any privately-owned property necessary to protect against this emergency.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

12. In accordance with N.J.S.A. App. A:9 40, no municipality, county, or any other agency or political subdivision of this State shall enact or enforce any order, rule, regulation, ordinance, or resolution which will or might in any way conflict with any of the provisions of this Order, or which will in any way interfere with or impede the achievement of the purposes of this Order.

Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

13. In accordance with N.J.S.A. App. A:9-34, N.J.S.A. App. A:9-40.6, and N.J.S.A. 40A:14-156.4, no municipality or public or semipublic agency shall send public works, fire, police, emergency medical, or other personnel or equipment into any non-contiguous impacted municipality within this State, nor to any impacted municipality outside this State, unless and until such aid has been directed by the county emergency management coordinator or his or her deputies in consultation with the State Director of Emergency Management in conjunction with the Commissioner of DOH.

RJF

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Preventative Initiatives

March 9, 2020 – Governor Murphy issues Executive Order 103

14. This Order shall take effect immediately and shall remain in effect until such time as it is determined by me that an emergency no longer exists.

Discussion