

# 2016 Annual Report

## West Windsor Township Health Department



**Public Health**  
Prevent. Promote. Protect.

**A REPORT TO OUR COMMUNITIES**

**West Windsor Township  
Robbinsville Township  
Hightstown Borough**

Jill M. Swanson  
Health Officer

# GOVERNANCE



## **West Windsor Township 2016**

Shing-Fu Hsueh, Mayor

### **Council and Board of Health Members**

Linda Geevers, President

Hemant Marathe, Vice President

Ayesha Hamilton

Peter Mendonez, Jr.

Alison Miller

### **Administration**

Marlena Schmid, Business Administrator/Director, Health & Human Services

## **GOVERNANCE**



### **Robbinsville Township 2016**

David Fried, Mayor

### **Council and Board of Health Members**

Ron Witt, President

Vincent J. Calcagno, Vice President

Christine Ciaccio

Sheree McGowan

Dan Schuberth

### **Administration**

Joy Tozzi, Business Administrator

# **GOVERNANCE**



## **Hightstown Borough 2016**

Lawrence D. Quattrone, Mayor

### **Borough Council**

Denise Hansen, President

Susan Bluth

Seth A. Kurs

Steven Misiura

Charles Stults

Conner Montferrat, Board of Health Liaison

### **Board of Health**

Jean Ray, President

Skye Gilmartin, Vice President

Jennifer Bernal

Robin Conrad

Nancy Distelcamp

Walter Hewitt

Dr. John Laudenberg

Elizabeth Morley

Katherine Zaiser

Board of Health Secretary – Robert Gilmartin

### **Administration**

Henry Underhill, Business Administrator

## Overview of Public Health Services

West Windsor Township Health Department provides public health services to the communities of West Windsor, Robbinsville and Hightstown through municipal shared services agreements between the communities. West Windsor Township is the primary employer of staff while each community is governed under a separate Board of Health. The Department is structured around mandates established in the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, N.J.A.C. 8:52. The Department strives to



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perform services which are tailored to each of our communities. A variety of partnerships and contractual agreements comprise the full array of public health services available to residents. The Health Department is administered by the Health Officer with the support of the Public Health Nurse, Manager of Environmental Health Services and several Registered Environmental Health Specialists. Clerical support is provided by full-time professionals in the Health Department. In addition, Robbinsville Township and Hightstown Borough designate clerical staff to assist in Board of Health functions such as licensing and vital statistics. In 2016, the professional services of a Health Educator and Clinic Physician were provided by contractual professionals. The West Windsor Health Department provides full time coverage for public health functions in the community and is available for emergency response 24 hours per day, 7 days a week.

The Department is located at 271 Clarksville Road in West Windsor Township. The Health Officer and inspectors perform numerous types of investigations, compliance inspections, meetings, and conferences by traveling throughout each community on a daily basis. The professional staff are licensed by the State of New Jersey and attend trainings regularly to maintain annual continuing education credits on a variety of public health topics.

The Health Department is accountable directly to the Board of Health and Township and Borough administrations. West Windsor and Robbinsville Townships have Boards of Health which are composed of the members of Township Council. The Hightstown Board of Health is an autonomous Board composed of volunteer representatives from the community. Members are appointed by the Mayor with advice and consent of Council. The Board of Health makes policy decisions, appoints staff, reviews reports prepared by the professional staff and passes ordinances which are deemed necessary to protect the health of the community. Board of Health meetings are open public meetings and are scheduled periodically throughout the year.

# Health Department Vision, Mission and Values

## **Vision Statement**

Our vision is to develop and maintain thriving communities whose residents are focused on promoting lifelong personal and family health.

## **Mission**

To achieve our vision, the Department is committed to provide public health services intended to protect, promote, assess, and assure the health, safety and environment of our communities through programs in health education, preventative health services, environmental and consumer health, communicable disease control, public health emergency preparedness and environmental regulation enforcement.

## **Values**

We value an evidence-based approach in providing diversified and high quality programs based on public health needs and government mandates. We embrace the core values of:

***Integrity*** We act in a fair, consistent and impartial manner. We approach all situations objectively, with respect for both individuals and cultures, with sensitivity and without prejudice. We are accountable for our actions.

***Efficiency*** We are committed to making sound and fiscally responsible use of the resources available to us.

***Diversity*** We recognize the value and uniqueness of all persons and cultures. Individuals are treated fairly with respect and our staff is nonarbitrary/noncapricious in the performance of our mandated duties.

***Collaboration*** We seek to establish partnerships with colleagues, agencies, businesses and community groups to enhance our ability to positively impact the health of our communities.

***Service*** We strive to be viewed as an asset to the community through the provision of high quality interventions and the dispatch of prompt, efficient and professional services.

***Knowledge*** We embrace continuous learning as a standard practice for our public health workforce and the sharing of information with our community.

## HEALTH DEPARTMENT STAFF

Jill Swanson.....Health Officer  
Licensed Health Officer  
Registered Environmental Health Specialist

Jamie Yates..... Community Health Nurse  
RN,BSN

Douglas Davidson..... Manager, Environmental Health Services  
Registered Environmental Health Specialist

Sharon Black.....Full-time REHS  
Registered Environmental Health Specialist

Cheryl Wnek.....Part-time REHS  
Registered Environmental Health Specialist

Lisa Bruzzio.....Part-time REHS  
Registered Environmental Health Specialist

Lorna Bonorand.....Part-time REHS  
Registered Environmental Health Specialist

Florence Sakiey.....Secretary/Registrar

Eileen Lang.....Secretary

### Contractual Professionals

Devangi Patel..... Certified Health Education Specialist

Dr. Radhakrishnan..... Clinic Pediatrician

### Hightown

Registrar of Vital Statistics.....Debra Sopronyi

Board of Health Licensing .....Peggy Riggio

### Robbinsville

Registrar of Vital Statistics.....Michele Siegfried

Board of Health Licensing.....Libny Sanchez-Morales

## Public Health Policy

### Hightstown Adopts a Smoke-Free Parks and Recreational Space Ordinance

In September of 2016 Borough Council adopted Ordinance 2016-20 which prohibits smoking in parks and recreational areas located in the Borough. Policy changes such as this ordinance are termed “environmental change” because they help to create healthier surroundings and encourage behaviors that have positive impacts on the community’s health. The Board of Health unanimously voted to recommend adoption of the ordinance. This effort was supported through partnerships with the Hunterdon Mercer Chronic Disease Coalition and New Jersey Prevention Network, Tobacco-Free for a Healthy New Jersey. West Windsor Township adopted a similar ordinance in 2013 and will re-open discussions regarding the enforcement terms in the coming year.



### West Windsor Township Amends the Public Health Nuisance Code

In the summer of 2016, the Board of Health reviewed the existing public health nuisance code to address the growing concerns in the community regarding stagnant water and property maintenance issues. Clear language was added to address conditions on private property which have potential health implications. The revisions have enabled the Department to address several long-standing nuisance conditions.





## RETAIL FOOD ESTABLISHMENTS

The retail food program licenses and monitors food safety and sanitation at restaurants, schools, markets and churches to ensure food safety and prevent incidence of foodborne illnesses. Unannounced compliance inspections are conducted annually at all Retail Food Establishments for conformity with Chapter 24



of the New Jersey State Sanitary Code. Follow-up inspections are performed when critical violations are found during an initial inspection. Establishments which serve vulnerable populations or engage in high risk food preparation are inspected twice a year. Inspectors also investigate potential foodborne illness reports, outbreaks, and consumer

complaints related to food establishments. The Health Department also conducts site visits in response to product recalls, power outages, emergency events and reports of foodborne illnesses. In addition to regulatory oversight, the Department provides specialized educational materials and guidance documents to retailers.

Architectural and mechanical designs for new establishments and plans for renovations to existing businesses are reviewed to ensure compliance with rules and regulations. Inspections are conducted prior to occupancy and shortly after opening to audit the operational food safety practices. Design reviews involve close coordination with the Construction Code Officials and Office of the Township Engineer. Grease control measures are also evaluated during the plan review phase in an effort to protect the operation of the sewerage systems and ensure code compliance.

Temporary Retail Food Establishments and mobile vendors are also licensed and regulated by the Department. Inspectors meet with special event organizers to review food safety principles prior to events and conduct site inspections at fairs, community events and fundraisers to ensure safe operations and prevent foodborne illnesses. Site inspections are conducted based on potential risks associated with each event.

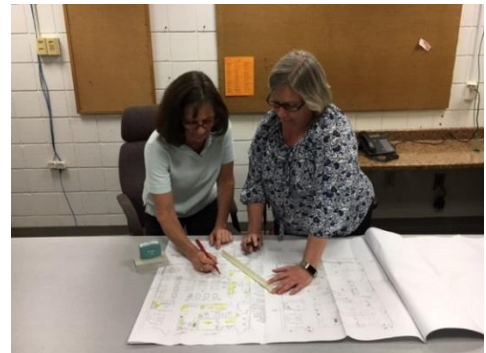
## 2016 Retail Food Establishment Program Summary\*

	<b>HT</b>	<b>RV</b>	<b>WW</b>
RFE Licenses Issued	<b>39</b>	<b>48</b>	<b>162</b>
Risk 1	<b>11</b>	<b>12</b>	<b>38</b>
Risk 2	<b>9</b>	<b>17</b>	<b>46</b>
Risk 3	<b>19</b>	<b>19</b>	<b>78</b>
Risk 4	<b>0</b>	<b>1</b>	<b>2</b>
Mobile	<b>1</b>	<b>4</b>	<b>10</b>
Compliance Inspections*	<b>53</b>	<b>76</b>	<b>248</b>
Non-Routine Investigations	<b>18</b>	<b>5</b>	<b>86</b>
Enforcement Actions	<b>4</b>	<b>3</b>	<b>9</b>
Plan Reviews	<b>0</b>	<b>3</b>	<b>13</b>
Temporary RFE Licensed	<b>41</b>	<b>55</b>	<b>293</b>
Temporary RFE Inspected	<b>21</b>	<b>16</b>	<b>229</b>

\*Includes routine inspections, re-inspections, pre-operational inspections and mobiles

### Plan Reviews

Technical plan reviews are conducted of new facilities or renovated retail food establishments. During the plan review process inspectors review design plans and equipment specifications to ensure code compliance prior to construction, remodel or change of ownership. Inspectors work closely with the design professional and construction code officials during this process.



#### Hightstown

- Angelo's Pizza and Grill

#### Robbinsville

- Hankins Donuts
- Hot Dog Stop
- Shrimp King renovation

#### West Windsor

- |                                  |                         |
|----------------------------------|-------------------------|
| • Artis Assisted Living          | Panera Bread renovation |
| • Wegmans renovation             | Fuji San Sushi          |
| • Steak N Shake                  | Shanghai Bun renovation |
| • Wendy's renovation             | Tot Cart                |
| • 506 Carnegie Center renovation | Windsor Bagel and Deli  |
| • Woori-Mart                     |                         |

## **ENVIRONMENTAL/PUBLIC HEALTH ISSUES**

Inspections and site investigations are performed based upon complaints, referrals and requests from Township/Borough Officials or other government agencies. Local, state and federal regulations and guidelines are utilized to address these concerns. Inspectors apply evidence-based approaches to address substantiated public health problems identified in the community. In addition to investigations aimed at preventing and correcting conditions of public health significance, inspectors assist residents in the resolution of quality of life issues and aesthetic concerns.

The response time and resources invested in resolving these issues varies greatly from case to case and the allocation of resources is dependent upon public health significance. Inspectors may successfully resolve an issue in one or two site visits; however many cases require repeat visits to allow for investigation, documentation, education, and repeat follow-ups to ensure abatement. Habitual, unabated issues or conditions which pose an immediate threat to human health and/or the environment are handled through legal enforcement action in court.

Some of the common topics addressed include: housing complaints, at-risk individuals, odors, animal concerns, restaurants, solid waste, stagnant water/mosquito breeding, tobacco-related concerns, bed bugs, hoarding, noise, poison ivy, and weeds.

### **2016 Complaints Investigations\***

	<b>HT</b>	<b>RV</b>	<b>WW</b>
Total Complaints	<b>36</b>	<b>47</b>	<b>220</b>
Enforcement Actions	<b>16</b>	<b>4</b>	<b>46</b>

**\*Hightstown Borough and Robbinsville Township have established property maintenance and housing enforcement program which fall under the respective Code Enforcement Officials. The Health Department provides support to these programs upon request.**

## PUBLIC RECREATIONAL BATHING PLACES

The local health department conducts safety and sanitation inspections of public recreational bathing facilities to reduce the spread of communicable diseases and protect consumers who use these facilities from harm and danger. Public bathing places are located in hotels, schools, athletic centers, swim clubs and at shared residential community settings. Inspectors review issues such as water quality, guard certifications, filtration and disinfection parameters, entrapment prevention, and emergency plans.



Annual inspections are conducted of all public bathing facilities for compliance with Chapter IX of the New Jersey State Sanitary Code. Seasonal facilities are inspected prior to opening for the summer and during the operational season. Year-round facilities are inspected during operation. Additionally, laboratory water analysis results are reviewed on a weekly basis. New facilities and renovations planned for existing facilities are subject to a technical plan review and approval process.

### 2016 Public Recreational Bathing Program

	<b>HT</b>	<b>RV</b>	<b>WW</b>
Licensed Issued	<b>4</b>	<b>3</b>	<b>23</b>
Annual Licenses	<b>2</b>	<b>1</b>	<b>8</b>
Seasonal Licenses	<b>2</b>	<b>2</b>	<b>15</b>
Pools	<b>2</b>	<b>1</b>	<b>32</b>
Wading Pools	<b>0</b>	<b>1</b>	<b>10</b>
Spas	<b>0</b>	<b>0</b>	<b>4</b>
Pre-operational Inspections	<b>4</b>	<b>2</b>	<b>15</b>
Compliance Inspections	<b>11</b>	<b>6</b>	<b>48</b>
Unsatisfactory/Closure	<b>0</b>	<b>0</b>	<b>2</b>



## **POTABLE WELLS AND DRINKING WATER SAFETY**

The installation and abandonment of wells are permitted and inspected by the Department to ensure compliance with state regulations. Inspectors often provide consultation to residents in interpretation of lab analysis conducted on private wells and during real estate transfers of property. The inspection and review of a new well is a multi-step process and involves multiple site visits to the property in addition to documentation review. The Department also inspects installation of geothermal wells to help safeguard the integrity of our ground water resources.

### **2016 Potable Water Activity**

	<b>HT</b>	<b>RV</b>	<b>WW</b>	<b>Totals</b>
Well Inspections	<b>0</b>	<b>5</b>	<b>4</b>	<b>9</b>
Investigations	<b>0</b>	<b>6</b>	<b>7</b>	<b>13</b>
Public Water Complaints	<b>0</b>	<b>5</b>	<b>7</b>	<b>12</b>

## **ONSITE WASTEWATER DISPOSAL SYSTEM SAFETY**



The health department conducts education, permitting, and inspections of low-volume residential and commercial onsite wastewater treatment systems (e.g., septic systems) to ensure that systems are designed, constructed, and maintained properly, thus improving the state's water quality and protecting both human health and the environment. Activities include soil



evaluation, investigations, installation inspections, technical design reviews and review of third-party inspection reports for property transfers.

### **2016 Septic System Activity**

	<b>HT</b>	<b>RV</b>	<b>WW</b>	<b>Totals</b>
New Installations	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
Repairs	<b>0</b>	<b>6</b>	<b>36</b>	<b>42</b>
Alterations	<b>0</b>	<b>7</b>	<b>18</b>	<b>25</b>
Expansions	<b>0</b>	<b>4</b>	<b>6</b>	<b>10</b>
Advance pre-treatment systems	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Commercial facilities	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
Approximate Number of Systems	<b>1</b>	<b>804</b>	<b>1170</b>	<b>1975</b>
Realty Transfer Reviews	<b>0</b>	<b>21</b>	<b>38</b>	<b>59</b>
Investigations	<b>0</b>	<b>9</b>	<b>31</b>	<b>40</b>

## YOUTH CAMPS

Youth camps are inspected prior to operation for compliance with state regulations which address sanitation and safety standards. Inspectors meet with Camp Directors to review records, plans and certifications. The physical components of the camps such as kitchens and swimming pools are inspected for compliance with local and state regulations. In addition, the New Jersey Department of Health periodically conducts operational inspections of youth camps during the season.

### 2016 Youth Camp Inspections

	HT	RV	WW
Pre-operational inspections	3	4	4
Satisfactory Rating	3	4	4

## BODY ART REGULATION

Hightstown Borough has one (1) Body Art Establishment which offers tattooing and body piercing services. This facility is licensed by the Board of Health and inspected annually for compliance with health and safety standards established under the State Sanitary Code. The primary focus of this program is to ensure safe practices and prevent bloodborne pathogen transmissions or infections through procedures such as piercings and tattooing. There are currently no licensed body art establishments operating in West Windsor or Robbinsville Townships.

### Hightstown Borough Body Art Inspections

Licensed Establishments	1
Procedures Performed	2
Satisfactory Rating	1
Enforcement Actions	0

## MASSAGE ESTABLISHMENTS

Local ordinances in West Windsor Township and Hightstown Borough mandate licensing and operational requirements for massage establishments. Annual inspections focus on safe and sanitary operations; including the proper use of antimicrobial disinfectants. Hightstown adopted the code in 2016 and there are currently no businesses in operation.

### West Windsor Township Massage Establishments

Licensed Establishments	5
Satisfactory Rating	5
Enforcement Actions	0

## **RABIES CONTROL PROGRAM**

The Health Department is the lead agency for rabies control activities. Rabies is a fatal, viral disease that continues to threaten the health of exposed residents, pets and wildlife in New Jersey. In 2016, 278 terrestrial animals and 78 bats tested positive for the rabies virus by the New Jersey State Department of Health laboratory. Pet licensing, vaccination clinics, exposure investigations, and educational outreach efforts are strategies used to prevent disease transmission.

Working closely with the Animal Control Officer and the Police Department, health officials respond to and investigate potential rabies exposures to prevent disease in our community. Confinement notices are issued when a resident is bitten by a dog or cat to monitor for potential illness. Exposures to wildlife require laboratory analysis and follow up. If warranted, exposed individuals are referred for medical evaluation and treatment. Encouraging residents to vaccinate pets and avoid exposures to wildlife are some of the strategies public health professionals employ to protect our communities. The Health Department hosts free rabies vaccination clinics for dogs and cats four (4) times per year.

Education and prevention are vital components of the rabies program and are ongoing throughout the year. Consultations on animal-related issues and disease control are provided to employees, businesses, volunteers, animal control and residents.

### **Rabies Control**

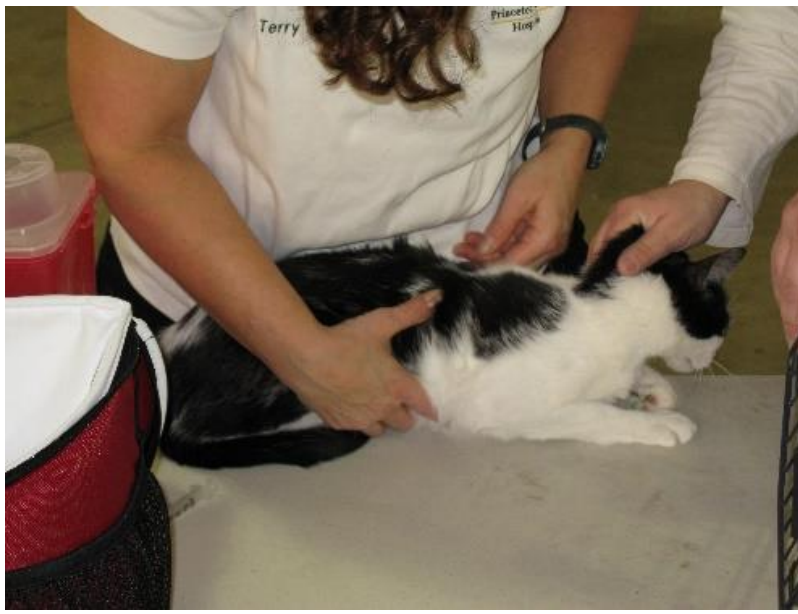
	<b>Investigations</b>
HB	<b>4</b>
RV	<b>25</b>
WW	<b>19</b>
Total	<b>48</b>

### **Pet Licensing**

	<b>Dogs</b>	<b>Cats</b>
HB	<b>318</b>	<b>65</b>
RV	<b>986</b>	<b>0</b>
WW	<b>1043</b>	<b>196</b>

## 2016 Rabies Vaccination Campaign

Clinics	Dogs Vaccinated	Cats Vaccinated	Total Vaccinated
January 14, 2016 Robbinsville	<b>104</b>	<b>7</b>	<b>111</b>
January 16, 2016 West Windsor	<b>141</b>	<b>5</b>	<b>146</b>
April 9, 2016 West Windsor	<b>14</b>	<b>16</b>	<b>30</b>
December 1, 2016 Hightstown	<b>40</b>	<b>8</b>	<b>48</b>
Total Vaccinated	<b>299</b>	<b>36</b>	<b>335</b>





## **KENNELS, PET SHOPS, SHELTERS/POUND FACILITIES**

Animal facilities are licensed and inspected to ensure compliance with regulations which focus on safe, sanitary and humane operations. These facilities are inspected annually and new or remodeled facilities are required to submit plans for Health Department review and approval.

### **2016 Animal Facility Activity (#licensed/#inspections)**

	<b>RV</b>	<b>WW</b>
<b>Kennels</b>	<b>2/3</b>	<b>2/2</b>
<b>Pet Shops</b>	<b>1/1</b>	<b>1/1</b>
<b>Shelter/Pound</b>	<b>0</b>	<b>2/2</b>
<b>Plan Review</b>	<b>1*</b>	<b>0</b>
<b>Total</b>	<b>3/4</b>	<b>5/5</b>

\*Golden Paws Pet Resort  
opened in 2016

## HEALTH EDUCATION/PROMOTION

Health education services are integrated within all of the Department's programs. During the 2016 year the services of a certified health education specialist was provided to our communities through a shared services agreement with Montgomery Township Health Department. A variety of programs, news releases and displays were provided on pertinent health topics. Additional materials are generated upon receipt of requests from the schools, work places, community groups and the news media. The website hosts the "Health Library" as a quick resource on public health topics. Throughout the year health advisories and alerts are distributed to partners agencies and shared with the residents when issues arise which may impact community health.

Health Education occurs throughout all local health department programs, with a focus on providing education and health promotion services that help the public make informed decisions about their health. The programs and activities aim to help the community achieve a healthier lifestyle. The Department strives to develop relationships with a wide range of community partners to enhance our abilities to link individuals to available health and wellness resources. The Health Educator, Registered Environmental Health Specialists and the Public Health Nurse attend community events at various venues to distribute public health information directly to the community.

Some of events attended in 2016 included *National Night Out, West Windsor Farm Market, Bike Fest, Hightstown Harvest Fair, St. Anthony's Environmental Fair, Robbinsville Senior Wellness Fair, Robbinsville Green Walk, Robbinsville Small Business Expo and the Scavenger Hunt.*

*Listed below are samples of the some of the many health education and promotion activities undertaken in 2016.*

### Community Health Improvement Planning

#### Greater Mercer Public Health Partnership

The Greater Mercer Public Health Partnership (GMPHP) is a collaboration of hospitals, health departments, the Mercer County Department of Health and Human Services, and other not-for-profit organizations whose mission is to measurably improve the health of residents of the Greater Mercer County community. The Health Officer serves on the Board and the Chronic Disease Workgroup. The Public Health Nurse and President of the Hightstown Board of Health are members of the Community Advisory Board and support the Chronic Disease and Healthy Eating/Active Living Workgroup, respectively.

The Health Department and select Board of Health members participated as members of the GMPHP and helped to complete the updated Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) for the greater Mercer County area. The plans were unveiled in March 2016.

Healthymercer.org is a website hosted by the GMPHP which offers valuable information to link individuals to available resources in the Mercer County area.

### **Food Safety Classes**

R.E.H.S.-led educational sessions for temporary food vendors  
"What's a Restaurant Inspection All About and Food Safety Tips" session.

### **Radon Awareness Program**

Educational Outreach and Consultation  
Distribution of Free Radon Test Kits – Partnership with NJDEP

### **Substance Abuse Prevention**

Mercer Council on Alcoholism and Addiction Services – PHN/HO  
Distribution of educational information on Under-age Alcohol Use and Prevention  
Knock Out Opioid Prevention Day  
Narcan Training Session Hosted – Partnership with JSAS  
Save A Life Programs Promotion  
National Night Out  
Responsible Medication and Syringe Disposal promotions

### **Healthy Kidz Program**

The Health Educator conducted classrooms sessions to educate young children about handwashing and healthy habits.

### **Rabies Awareness for Law Enforcement**

Several educational sessions were offered to police personnel to raise awareness regarding potential rabies exposure and proper protocols for handling animal related calls. This session was offered by the Health Department staff with cooperation of the Animal Control Officer.

### **Zika Prevention**

Educational materials were distributed to the community through numerous channels to encourage residents to deter mosquito breeding around their homes, protect themselves from mosquito bites; prepare prior to traveling, and seek help when they feel they may have been exposed.

## **Additional Outreach**

Monthly Featured Health Topics  
Cable Slides  
Wellness Wednesday Facebook Posts  
"Finding Online Health Information Research" Senior Talk  
BAPS Temple - Childhood Lead Poisoning Prevention Outreach  
Stress Management for Seniors (RV and WW Senior Centers)  
Preparing for Emergencies for Seniors (The Gables)

## **Print Materials Developed on Timely Topics in the Community**

*Samples:*

Rabies FAQs Guide for Law Enforcement  
Backyard Pool Safety Brochure  
Lead Poisoning Prevention Guide for Grandparents  
Healthy Tips for Traveling Abroad

## **WORKFORCE DEVELOPMENT**

Public health is an evolving field which requires a commitment from the professionals to pursue on-going learning opportunities to assure a competent public health workforce. The Department's professional staff regularly attend professional meetings on emerging public health issues. The professional staff are required to maintain state licensure which mandates continuing education in topics essential to the field of public health. Listed below are a sampling of some of the 2016 programs attended and professional organization meetings with regular staff participation.

### **Continuing Education Sessions**

- **Community Noise Enforcement**
- **Infectious Disease Outbreak**
- **Zika Statewide Conference**
- **Pills to Heroine**
- **POD Planning**
- **Legionella Outbreak Prevention and Response**
- **Quality Improvement for Public Health Practice**
- **Mobile Regional Task Force: Getting a Handle on Mobile Retail Food**
- **Hot Topics in Tobacco control for Communities**
- **USDA FSIS OIEA Roles and Responsibilities**
- **Emergency Preparedness Access and Functional Needs of a Community**
- **Risk Communication**
- **Policy Development**
- **Navigating the Labyrinth of Hoarding**

### **Professional Meetings**

- **Communicable Disease Forums**
- **Mercer County REHS/CEHA**
- **Mercer County Health Officer's Association**
- **Greater Mercer Public Health Partnership**
- **New Jersey Association of City and County Health Officials**
- **Mercer County Public Health Nurses**
- **New Jersey Public Health Nurse Administrators**
- **New Jersey Environmental Health Association**
- **Central New Jersey Lead and Healthy Homes Coalition New Jersey**
- **Prevention Network of Mercer County**
- **Hunterdon and Mercer County Regional Chronic Disease Coalition**

## EMERGENCY PREPAREDNESS PLANNING AND RESPONSE

Public health emergency preparedness involves educating the public on preparing for natural and man-made emergencies and building capacity for the Department to respond with an all-hazards approach. The Health Department develops and updates preparedness plans for response to potential public health emergencies on an ongoing basis. It is necessary to ensure coordination and integration of our plans with a broad range of partners during planning, implementation and recovery. Local plans are integrated into county, state and federal plans to facilitate a strategic public health response. The Health Department works alongside other local health departments in Mercer, Somerset and Hunterdon Counties as part of the Central West Region Public Health Emergency Preparedness group (CWPHEP). Some of the activities conducted in 2016 are listed.

Point of Distribution (POD) Drills

POD Plan Review and Updates

First Responder Prophylaxis Updates

JEM POD Training/Regional Exercise

Regional Planning meetings

TEEX Mass Immunization Course (3 Staff)

Mercer County Health Officer Association

Local Coordination for Zika Response

Zika State Planning Activities and Coordinated Response

CWPHEP POD Drill – West Trenton Fire House



### **Highlights**

In March, 2016, the Department participated in a CWPHEP Exercise. During this exercise local health department staff from three counties joined together to test the POD plan for this site using a JEM model of distribution. Hightstown Board of Health members President Jean Ray and member Jennifer Bernal assisted in this effort by participating as patrons of the POD. Many thanks to Jean, Jennifer and the numerous volunteers that helped “test” our system and prepare our public health professionals for future emergencies.



## **PUBLIC HEALTH NURSING ACTIVITIES**

### **Communicable Diseases**

Communicable diseases are reported to the local health department by physicians, laboratories, hospitals, schools and institutions in accordance with the parameters set forth in the New Jersey Administrative Code, Title 8, Chapter 57. The health department conducts a case investigation, institutes follow-up activities and reports those which meet the "case definition" as described by the New Jersey Department of Health and Senior Services. The State of New Jersey has implemented a web-based reporting system, CDRSS, which facilitates information sharing between entities. This service provided helps to prevent the spread of disease by ensuring that residents are followed and counseled through testing, treatment and medical supervision.

	<b>HT</b>	<b>RV</b>	<b>WW</b>	<b>Total</b>
Investigations	<b>28</b>	<b>81</b>	<b>150</b>	<b>259</b>
Confirmed	<b>9</b>	<b>37</b>	<b>72</b>	<b>118</b>
Probable/Possible	<b>7</b>	<b>15</b>	<b>25</b>	<b>47</b>
Not a Case	<b>11</b>	<b>24</b>	<b>39</b>	<b>74</b>

### **Sexually Transmitted Diseases**

Clinics are provided by the Hamilton Township Health Department through shared services agreements which covers patient visits, diagnosis, treatment and contact tracing.

17 Cases Reported (confirm, possible, probable)

### **Tuberculosis Control**

Residents testing positive for Tuberculosis are followed by a nurse case manager at the Mercer County TB clinic operated by the Trenton Health Team under a cooperative agreement between the County of Mercer and the local municipalities. Assessments, consultations, clinic services and transportation are provided by a specially trained nurse case manager. Direct observe therapy (DOT), if prescribed, remains the responsibility of the local public health nurse. In 2016, local municipalities began contributing financially to the county-based case management program.

Direct Observe Therapy Visits - 56 visits

## Immunization Audits

Annual immunization audits are conducted at each educational institution and childcare facility within our jurisdiction for compliance with mandated immunization requirements. During the audit process the Public Health Nurse provides assistance and guidance to ensure compliance with the state-mandated immunization requirements. Preschool, kindergarten and sixth grade student records in both public and private schools are audited for compliance with state requirements. The nurse works closely with facility directors and school nurses to ensure consistent implementation of these policies as well as to educate on the allowance of specific vaccination exemptions.

### School Immunization Audits (# of facilities operating in 2016/# of audits conducted)

	<b>HB</b>	<b>RV</b>	<b>WW</b>
Kindergarten & 1 <sup>st</sup> grade	<b>3/3</b>	<b>1/1</b>	<b>2/2</b>
Childcare/Preschools	<b>10/10</b>	<b>1/1</b>	<b>18/18</b>
Grade 6	<b>1/1</b>	<b>1/1</b>	<b>1/1</b>
High Schools	<b>3/0</b>	<b>1/0</b>	<b>1/0</b>

## Prenatal/Postpartum Referrals

The Health Department occasionally receives referrals from medical professionals concerning high risk mothers and children within our communities in need of prenatal and postpartum services. The public health nurse provides education to parents about the physical, nutritional and cognitive development of infants and plays an important referral role in connecting families to health and social services available to assist the family.

## Childhood Lead Poisoning

The New Jersey State Sanitary Code, Chapter 13 calls for children under the age of six years to be tested to determine their blood lead level. Testing is offered at the Child Health Clinic for uninsured children. Parents are provided with information on how to reduce their child's potential exposure to lead and the importance of proper nutrition. Lead poisoning awareness materials are also distributed to the general community through a variety of channels to raise awareness regarding the potential exposures in homes and the environment. Children identified as having elevated



blood lead levels are visited by a public health nurse case manager for follow up. Some cases warrant an environmental investigation which is conducted by a staff REHS specially trained in lead risk assessment and enforcement. The nurse case management services are provided by a registered nurse through a shared services agreement between West Windsor Health Department and the City of Trenton Health Department.

### **Child Health Clinic Services**

The Child Health Clinic is a joint program sponsored by Hightstown Borough, East Windsor and West Windsor Townships. Children without health insurance receive immunizations, physicals, developmental screenings and lead testing. This clinic is specifically tailored to address the needs of infants and preschool children. The clinic is staffed by contractual medical professionals and the municipal public health nurses from West Windsor and East Windsor Health Departments. The services include a full physical examination of each child, age appropriate immunizations, periodic hemoglobin checks, lead screenings, vision/hearing assessments and TB tests for tuberculosis. At each clinic visit, parents are counseled regarding growth, development, nutrition and safety. Referrals are made to medical providers and community resources such as the Women, Infant and Children Program (WIC) as needed. Robbinsville residents are served by the Child Health Clinic at Hamilton Township Health Department through a separate shared services agreement.

### **2016 Child Health Clinics**

	<b>Total</b>
Clinics Held	<b>29</b>
Patient Visits	<b>147</b>
Immunizations	<b>413</b>
Lead Screenings	<b>2</b>
TB Tests	<b>14</b>

## Adult Health

Periodic health screenings for adults are conducted at public events such as health fairs, community events and at regularly scheduled programs at our Senior Centers. Many of these screenings are offered by our community partners and coordinated through our Senior Centers. The Health Department provides consultation upon request and helps to promote expansion of programs with partner agencies. The Public Health Nurse provides blood pressure screenings at a variety of sites within the community to support cardiovascular health awareness. The Public Health Nurse provides health information and screenings as well as referrals for a variety of health services available in the community. The nurse also assists local organizations to connect with agencies that can provide free or low cost screenings for residents. Occasionally, home visits are conducted for homebound residents upon physician referral. Annual influenza vaccination clinics are offered at the Senior Centers, Project Freedom and Rosehill Assisted Living Community.

The Senior Centers serve as the focal point for adult health services and offer an array of health screenings, lectures, wellness programs and health-related resources by utilizing a variety of partners. Health Department staff consult with the Directors of the Senior Centers and work to link the Centers with additional health resources.

### Older Adults

Public health nursing visits	32
Doses of influenza vaccine	561

### Cardiovascular Disease Screenings

Screened for hypertension	475
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## **PUBLIC HEALTH PARTNERSHIPS**

The Local Public Health Department is responsible for identifying the health needs of a specific community and identifying resources which can help to meet those needs. Developing partnerships with organizations throughout the county and state is essential to making connections for our communities and is an ongoing activity for staff.

### **Highlighted Partnership**

#### ISLES

The Health Department partnered with Isles to organize and host a training session for code enforcement professionals aimed at raising awareness on the many conditions within the home that can adversely affect health. The session was attended by the REHS staff, public health nurse, construction official and code enforcement staff. Isles trainers reinforced health and safety topics applicable to the average home. The purpose of the program was to raise awareness for inspectors who visit private homes on a routine basis and have the opportunity to alert homeowners to various potential health concerns.

### **VITAL STATISTICS**

The Registrar of Vital Statistics maintains records of all the marriages, domestic partnerships, civil unions, births and deaths within the community. Each community has a separate Vital Statistics Registrar and Deputy Registrar. Robbinsville and Hightstown have appointed the Office of the Clerk to this function. The Health Department is responsible for this service to West Windsor residents.

	<b>HT</b>	<b>RV</b>	<b>WW</b>
Marriage Licenses	<b>30</b>	<b>55</b>	<b>64</b>
Certified Copies of Vital Records	<b>107</b>	<b>30</b>	<b>202</b>

## 2017 Goals and Objectives

- ❖ In 2017 the West Windsor Health Department will be relocated to a remodeled section of the post office building located within the municipal complex at 271 Clarksville Road. This space has been unoccupied for several years and is slated for renovation beginning mid-2017. The new space will provide functional improvement in the office space used by the Divisions of Health and Recreation. The Health Department plans to maintain our current level of service throughout the transition.
- ❖ Early in 2017, the Department will review and update standard operating policies and documentation to align with the operational standards established by N.J.S.A. 26:3A2-10. Performance audits will be conducted on random Health Departments in New Jersey during 2017 by the New Jersey Department of Health.
- ❖ The Registered Environmental Health Specialist staff will present food safety training sessions to temporary retail food establishment vendors to encourage proper planning to ensure safe food venues at festivals and special events.
- ❖ Over the course of 2017, the Department will continue to transition the health education program by utilizing the expertise of staff such as the R.E.H.S. and Public Health Nurse to deliver health education outreach to the community.
- ❖ The Radon Awareness Program will continue in 2017 to encourage increased testing of homes and awareness of the potential negative health consequences associated with exposures to radon.
- ❖ In 2017, the Department will work to formalize the Department's Continuous Quality Improvement program. This year's Quality Improvement initiatives include the following.
  1. Development of an orientation manual to streamline training and encourage standardization of processes for part-time inspection staff.
  2. Revision the temporary retail food establishment applications and approval processes to reduce redundant filings and reviews while maintaining food safety oversight.
  3. Development of a plan review application guide for new retail food establishments geared towards reducing the application process time.
- ❖ The Health Department will facilitate the availability of community appropriate preventative health services and education programs which align with the GMPHP Community Health Improvement Plan and local needs. The Division will continue to collaborate with member organizations of the Partnership and community-based organizations towards achieving shared goals and establishing a sustainable organization to drive the cycles of assessment, strategic planning and implementation.
- ❖ The Department will promote the adoption of revised local tobacco control ordinances which reflect preventative strategies aligne to statewide initiatives for reducing the negative health impacts caused by smoking and exposures to secondhand smoke.