

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
MONTHLY ACTIVITIES REPORT
April 2020**

ADMINISTRATIVE DIVISION

| VITAL STATISTICS | Month | YTD |
|---|--------------|------------|
| Births | - | - |
| Burial Permits | - | - |
| Deaths to Montville residents | 47 | 79 |
| Deaths recorded in Montville | 31 | 47 |
| Certified copies – Birth | - | - |
| Certified copies – Death | - | 22 |
| Certified copies – Marriage | 4 | 47 |
| Certified copies – Domestic Partnership | - | - |
| Certified copies – Civil Union | - | - |
| Marriage license applications | 4 | 7 |
| Marriage licenses issued | 4 | 10 |
| Marriages recorded in Montville | 2 | 7 |
| Domestic Partnership applications | - | - |
| Domestic Partnership licenses issued | - | - |
| Domestic Partnerships recorded | - | - |
| Civil Union license applications | - | - |
| Civil Union licenses issued | - | - |
| Civil Unions recorded | - | - |
| | | |
| DIAL-A-RIDE | | |
| Calls taken | 53 | 693 |
| Riders | 38 | 515 |
| Trips | 45 | 376 |
| Meals on Wheels delivery trips | 17 | 17 |
| INQUIRIES / COMPLAINTS | 30 | 240 |

| LICENSES / PERMITS / FEES | Month | YTD |
|---------------------------------------|--------------|------------|
| Body Art License | - | - |
| Cat License | 2 | 10 |
| Potentially Dangerous Dog License | - | - |
| Dog License | 14 | 1457 |
| Dog Park Tag | 4 | 53 |
| Dog Park Fob | - | 15 |
| Farmers Market License | - | - |
| Kennel / Pet Shop License | - | - |
| Massage Facility License | - | - |
| Recreational Bathing Facility Permit | - | - |
| Retail Food Establishment License | 1 | 4 |
| Retail Food Establishment Plan Review | 1 | 1 |
| Septic Installer Permit | - | 8 |
| Septic License to Operate (owners) | - | - |
| Septic Pumper License | - | 5 |
| Septic Pumper Permit Book | - | - |
| Septic System Permit – New System | - | - |
| Septic System Permit – Repair System | - | 5 |
| Septic System Permit – Alter System | - | 3 |
| Septic System Plan Review | 1 | 3 |
| Septic System Soil Profile Witnessing | - | 2 |
| Tanning Facility License | - | - |
| Vending Machine License | - | - |
| Well Permit | - | - |

COMPLAINTS/INVESTIGATIONS/INSPECTIONS – HEALTH OFFICER

| TYPE | NAME/LOCATION | ACTION/RATING | NOTES |
|------|---------------|---------------|----------|
| n/a | | | |
| | | Month | 0 |
| | | YTD | 0 |

Additional Health Officer Activities

Training: Rapid Implementation of an Open-Source Contact Tracing Solution (webinar) – Gevity Consulting
 COVID-19: Data Sharing for Public Health Investigation (webinar) – Network for Public Health Law

Other: Daily monitoring of:
 LeadTrax (elevated blood lead level cases)
 NJ EDRS (Electronic Death Registration System)
 NJ HAN (Health Alert Network)
 NJ VIP (Vital Information Platform - [births and fetal deaths])
 OPRA requests (2)
 Circulated advertisement to replace Assistant Animal Control Officer

Meetings: Animal Control Officer shelter status update meeting (3 total – via phone)
 Chilton Health Advisory Committee (conference call) – weekly (4)
 NJDOH (conference call) (daily starting 3/18) with Health Officers throughout the state (22)
 MC Health Officers (conference call) – Morris County Health Officers (2)

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ADMINISTRATIVE DIVISION, continued

Additional Health Officer Activities, ctd:

COVID-19: Daily monitoring of CDRSS for cases
Twice-weekly updates to Board of Health with activities and number of cases
Daily phone conference call with NJDOH for Health Officers throughout the state
Updated daily case investigation tracking spreadsheet
Updated daily case name/address document for Police Department's CAD system
Updated daily table and charts for website and Board of Health updates
Daily update of COVID case information, news items, and updates on HD COVID page
Added guidance for laundering of face masks to HD COVID page
Augmented case information on HD COVID page to include
Provided guidance for residents, physicians, schools, child care facilities, retail food establishments, long-term care facilities, group home facilities, faith leaders, housing complexes, public recreational bathing facilities, kennel and other animal facilities, Senior House, and Kiwanis Food Pantry.
Provided guidance for OEM, Police Department, Fire Department, First Aid Squad, Animal Shelter, DPW, Library, Recreation, and other Township departments.
Assisted nurses with contact tracing and case investigation
Received, organized, and dispensed PPE as requested to long-term care facilities, Police Department, First Aid Squad, Chilton, physician's offices, and Kiwanis Food Pantry volunteers
Purchased reusable face masks for Township employees (2 per employee)
Provided guidance to long-term care facilities in filling out online daily case survey for NJDOH

Health Officer Plan Reviews:

WSP-PMISC-20-12 – Approved
DirectSat USA LLC, 20 Chapin Road, Unit 1210, Pine Brook
New tenant: Warehouse for satellite TV dish installation firm

WSP-PMISC-20-13 – Approved
Morris Animal Inn, 117 Boonton Avenue, Montville
Proposed: temporary construction trailer

WSP-PMISC-20-14 – Approved
Guaranteed Rate, 350 Main Road, Montville
New tenant: general office space for mortgage financing firm

WSP-PMISC-20-15 – Approved
Unlimited Communications, 30 Chapin Road, Unit 1203, Pine Brook
New tenant: Office/warehouse for wireless communication systems firm

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION – INSPECTIONS

| ENVIRONMENTAL DIVISION – INSPECTIONS | | | | Month | YTD |
|---|------------|--------------|---|--------------|------------|
| Body Art | | | | - | - |
| n/a | | | | | |
| Junkyard | | | | - | - |
| n/a | | | | | |
| Kennels/Animal Facilities/Pet Shops | | | | - | 4 |
| n/a | | | | | |
| Massage | | | | - | - |
| n/a | | | | | |
| Other | | | | 3 | 3 |
| Montville Exxon | Referred | n/a | Report of employees not wearing masks. Referred to Montville PD for enforcement of state Executive Order | | |
| Dunkin Donuts (Pine Brook) | Referred | n/a | Report of employees not wearing masks. Referred to Montville PD for enforcement of state Executive Order | | |
| Joe's Pizza | Referred | n/a | Report of employees not wearing gloves. Referred to Montville PD for enforcement of state Executive Order | | |
| Public Recreational Bathing | | | | - | - |
| n/a | | | | | |
| Retail Food | | | | 1 | 22 |
| Planted Eats | Inspection | Satisfactory | | | |
| Septic | | | | 4 | 19 |
| 136 Taylortown Road | Inspection | Approved | Soil log witnessed | | |
| 19 High Mountain Road | Inspection | Approved | Open bed excavation | | |
| 19 High Mountain Road | Inspection | Approved | Components | | |
| 55 Boonton Avenue | Inspection | Approved | Grade/seed/hay | | |
| Well | | | | - | - |
| n/a | | | | | |
| ALL INSPECTIONS | | | | 8 | 48 |

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COMPLAINTS / INVESTIGATIONS

| | | | | Month | YTD |
|-------------------------------------|--|--|--|----------|----------|
| Air Pollution | | | | - | - |
| n/a | | | | | |
| Animal | | | | - | 3 |
| n/a | | | | | |
| Body Art | | | | - | - |
| n/a | | | | | |
| Environmental | | | | - | - |
| n/a | | | | | |
| Food-borne Illness | | | | - | - |
| n/a | | | | | |
| Insects | | | | - | - |
| n/a | | | | | |
| Noise | | | | - | 1 |
| n/a | | | | | |
| Odor | | | | - | 2 |
| n/a | | | | | |
| Other | | | | - | - |
| n/a | | | | | |
| Retail Food | | | | - | 1 |
| n/a | | | | | |
| Rodents | | | | - | - |
| n/a | | | | | |
| Septic/Sewage | | | | - | - |
| n/a | | | | | |
| Solid Waste/Litter/Dumping | | | | - | 2 |
| n/a | | | | | |
| Water Pollution | | | | - | - |
| n/a | | | | | |
| Well | | | | - | - |
| n/a | | | | | |
| ALL COMPLAINT INVESTIGATIONS | | | | 0 | 9 |

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION - Continued

Document reviews (applications, reports, files):

| | Month | YTD |
|---|-----------|------------|
| Massage therapist practitioner | - | - |
| PWTA reports | 2 | 15 |
| PWTA – action required | - | 3 |
| OPRA requests | 10 | 21 |
| Septic license to operate issued/renewed | - | 12 |
| Septic realty transfer inspection reports | 5 | 13 |
| File reviews | - | 47 |
| TOTALS | 17 | 111 |

Enforcement Actions:

| | Month | YTD |
|---------------------|----------|----------|
| Warning | - | - |
| Notice of Violation | - | - |
| Summons | - | 2 |
| Court cases held | - | 2 |
| TOTALS | 0 | 4 |

Inspector Site Plan/Waiver of Site Plan/Other Plan Reviews:

| | Month | YTD |
|---|----------|-----------|
| WSP – Body Art | - | - |
| WSP – Kennel | - | - |
| WSP – Massage | - | 1 |
| WSP – Nail Salon | - | - |
| WSP – Other | - | - |
| WSP – Public Rec. Bathing | - | - |
| WSP – Retail Food Establishment | - | 1 |
| Other – Kennel | - | - |
| Other – Retail Food: Expansion/Renovation | - | - |
| Other – Retail Food: HACCP Plans | - | - |
| Other – Retail Food: Grease Trap | - | - |
| Other – Septic | - | - |
| Other – Septic As-Builts | - | 1 |
| Other – Well | - | - |
| Health Officer – Site Plans | - | - |
| Health Officer – Waiver of Site Plans | - | 8 |
| TOTALS | 0 | 11 |

Additional Activities:

Training: N/A

Meetings: N/A

COVID-19: Assisted nurses by posting notices in envelopes on doors requesting resident to contact HD for those cases that could not be reached by phone

Other: Prepared monthly activity report
Updated LEHR data spreadsheet with monthly data

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION

MATERNAL / CHILD HEALTH – Child Health Conf. / Clinics / Screenings / Investigations

| TYPE | LOCATION | Month | Year to Date |
|-------------------------------|-------------------|----------|--------------|
| CHC - Infant (0-1 year) | Health Department | - | - |
| CHC - Preschool (1-4 years) | Health Department | - | 8 |
| CHC - School-age (5-19 years) | Health Department | - | 6 |
| | | 0 | 14 |

ADULT HEALTH – Clinics / Screenings / Investigations

| TYPE | LOCATION | Month | Year to Date |
|--|-------------------|----------|--------------|
| Balance Screening (during SMAC) | Health Department | - | - |
| Bone Density Screening | Health Department | - | - |
| Cardiovascular/BP (during SMAC) | Health Department | - | - |
| Cardiovascular/BP | Health Department | - | 9 |
| Cardiovascular/BP | Senior House | - | 17 |
| Colorectal Screening (at SMAC) | Health Department | - | - |
| COVID active monitoring – high risk | Resident's home | - | - |
| COVID active monitoring – med. risk A | Resident's home | - | - |
| COVID passive monitoring – med. risk B | Resident's home | - | 7 |
| Diabetes Screening (at SMAC) | Health Department | - | - |
| Female Cancer Screening | Health Department | - | - |
| Flu shots | Health Department | - | - |
| Podiatry Screening (during SMAC) | Health Department | - | - |
| Pulmonary Screening (during SMAC) | Health Department | - | - |
| Skin Cancer Screening (during SMAC) | Health Department | - | - |
| SMAC (blood test) | Health Department | - | - |
| Stroke/Thyroid Screening | Health Department | - | - |
| Wellness checks | Resident's home | - | - |
| | | 0 | 33 |

FLU SHOTS

| TYPE | Month | Year to Date |
|-------------------|-------|--------------|
| Quadrivalent | - | 4 |
| Fluzone High Dose | - | - |
| | | 0 |
| | | 4 |

NON-PUBLIC SCHOOLS - Clinics / Screenings / Education

| TYPE | LOCATION / NOTES | Month | Year to Date |
|----------------------------|------------------|----------|--------------|
| Child Study Evaluation | - | - | 2 |
| Dental Clinic (assistance) | - | - | - |
| Hearing | - | - | 2 |
| Lice | - | - | - |
| Scoliosis | - | - | - |
| Tuberculosis | - | - | - |
| Vision | - | - | 2 |
| Health Records Check | - | - | 10 |
| | | 0 | 16 |

NON-PUBLIC SCHOOLS - Audits

| TYPE | Month | Year to Date |
|-------------------|-------|--------------|
| Non-Public School | - | 11 |
| Public School | - | 1 |
| | | 0 |
| | | 12 |

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION, continued

COMMUNICABLE DISEASES

| TYPE | New Investigations | | Closed Investigations | | Confirmed Cases | |
|-----------------------------------|--------------------|------------|-----------------------|------------|-----------------|------------|
| | Month | YTD | Month | YTD | Month | YTD |
| Amoebiasis | - | - | - | - | - | - |
| Anaplasmosis | - | - | - | 1 | - | - |
| Babesiosis | - | - | - | - | - | - |
| Borrelia Miyamotoi | - | - | - | - | - | - |
| Brucellosis | - | - | - | - | - | - |
| Campylobacteriosis | - | - | - | - | - | - |
| COVID-19 | 195 | 265 | 194 | 218 | 143 | 198 |
| Creutzfeldt-Jacob disease | - | - | - | - | - | - |
| Cryptosporidiosis | - | - | - | - | - | - |
| Cyclosporiasis | - | - | - | - | - | - |
| Dengue | - | - | - | - | - | - |
| Diphtheria | - | - | - | - | - | - |
| Ehrlichiosis | - | 1 | - | 2 | - | - |
| Foodborne Illness | - | - | - | - | - | - |
| Giardia | - | 1 | - | 1 | - | 1 |
| Haemophilus Influenzae | - | - | - | - | - | - |
| Hepatitis A | - | - | - | - | - | - |
| Hepatitis B | - | 2 | - | - | - | - |
| Hepatitis C | - | 4 | - | - | - | - |
| Influenza A (subtyping not done) | - | 5 | - | 5 | - | 5 |
| Influenza A – H1N1 | - | 2 | - | 2 | - | 2 |
| Influenza A – H3 | - | - | - | - | - | - |
| Influenza B | - | 2 | - | 2 | - | 2 |
| Legionellosis | - | - | - | - | - | - |
| Lyme | - | 14 | - | 3 | - | - |
| Malaria | - | - | - | - | - | - |
| Measles | - | - | - | - | - | - |
| Mumps | - | - | - | - | - | - |
| Perinatal Hepatitis B | - | - | - | - | - | - |
| Pertussis (whooping cough) | - | 2 | - | 1 | - | - |
| Salmonellosis | - | - | - | - | - | - |
| Shingles | - | - | - | - | - | - |
| Shiga-producing E. Coli (STEC) | - | - | - | - | - | - |
| Spotted Fever Group (Rickettsiae) | - | - | - | - | - | - |
| Strep. Pneumoniae (invasive) | - | - | - | - | - | - |
| Strep. Pyogenes (Agalactiac) | - | - | - | - | - | - |
| Strep. Pyogenes (Gas) | - | - | - | - | - | - |
| Tularemia | - | - | - | - | - | - |
| Varicella (chickenpox) | - | 6 | - | 4 | - | 1 |
| Yersiniosis | - | - | - | - | - | - |
| Zika | - | - | - | - | - | - |
| TOTALS | 195 | 304 | 194 | 239 | 143 | 209 |

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION, continued

Notes on COVID-19 data:

195 new investigations includes:

143 confirmed cases
26 pending cases that were lab-confirmed negatives
4 pending cases that had results deemed by the lab to be invalid
+ 22 cases that turned out upon investigation to belong to a different jurisdiction and were transferred
195
+ 70 March Year-to-Date (YTD) total
265

194 closed investigations includes:

143 closed confirmed cases
26 closed pending cases that were lab-confirmed negative
4 closed pending cases that had results deemed by the lab to be invalid
+22 closed cases that turned out upon investigation to belong to a different jurisdiction and were transferred
194
+24 March Year-to-Date (YTD) total
218

Additional Activities:

Training: n/a

Meetings: n/a

Other: Monitored daily: vaccine temperatures, LeadTrax, CDRSS
Prepared monthly report

COVID19: Conducted contact tracing and case investigation
Provided guidance to long-term care facilities and residents

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ANIMAL CONTROL DIVISION

ANIMAL SHELTER

| Town | Animal | Animals In | | Disposition | | | | | | | Animals Out | |
|---------------------|--------------|------------|-----------|-------------|----------|----------|----------|----------|----------|--------------------|-------------|-----------|
| | | Month | YTD | Adopted | DIS | DOA | EBV | RTO | RTW | Transfer or Foster | Month | YTD |
| Boonton Twp | Dog | - | 1 | - | - | - | - | - | - | - | - | 1 |
| | Cat | - | - | - | - | - | - | - | - | - | - | 4 |
| | Wildlife | - | - | - | - | - | - | - | - | - | - | - |
| | Other | - | - | - | - | - | - | - | - | - | - | - |
| | Total | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Montville | Dog | 1 | 13 | 3 | - | - | - | 1 | - | - | 4 | 9 |
| | Cat | - | 5 | - | - | - | - | - | - | - | - | 27 |
| | Wildlife | 1 | 7 | - | - | - | - | - | - | 1 | 1 | 7 |
| | Other | - | - | - | - | - | - | - | - | - | - | - |
| | Total | 2 | 25 | 3 | 0 | 0 | 0 | 1 | 0 | 1 | 5 | 43 |
| Morristown | Dog | - | - | - | - | - | - | - | - | - | - | 3 |
| | Cat | - | - | - | - | - | - | - | - | - | - | - |
| | Wildlife | - | - | - | - | - | - | - | - | - | - | - |
| | Other | - | - | - | - | - | - | - | - | - | - | - |
| | Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Mountain Lakes | Dog | - | 1 | - | - | - | - | - | - | - | - | 3 |
| | Cat | - | - | - | - | - | - | - | - | - | - | - |
| | Wildlife | - | 4 | - | - | - | - | - | - | - | - | 4 |
| | Other | - | - | - | - | - | - | - | - | - | - | - |
| | Total | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| West Caldwell | Dog | - | - | - | - | - | - | - | - | - | - | - |
| | Cat | - | - | - | - | - | - | - | - | - | - | - |
| | Wildlife | 2 | 4 | - | - | - | - | - | 2 | - | 2 | 4 |
| | Other | - | - | - | - | - | - | - | - | - | - | - |
| | Total | 2 | 4 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 2 | 4 |
| GRAND TOTALS | | 4 | 35 | 3 | 0 | 0 | 0 | 1 | 2 | 1 | 7 | 62 |

Note: DIS: Died in Shelter, EBV: Euthanized by vet, DOA: Dead on Arrival, RTO: Returned to Owner, RTW: Returned to Wild

| | Month | YTD |
|--|-------|-----|
| Inquiries from public (via phone and in-person) | 83 | 234 |
| Inquiries that resulted in investigation or other further action | 12 | 76 |
| Enforcement – Warnings | - | 600 |
| Enforcement – Notices of Violation | - | - |
| Enforcement – Summons to municipal court | - | - |
| Court cases | - | - |
| Rabies specimens sent to NJDOH lab for testing | 1 | 3 |
| Positive rabies specimens results | - | - |

Additional Activities:

Meetings: Status update with Health Officer (3 total – via phone)

Other: Transport animals as needed to and from vet's office
Oversee shelter operations (cleaning, medications, etc.)