information and medical info pursuant to OPRA + HIPHA

From: Sent: To: Cc:	Monday, September 26, 2011 8:39 AM Trish Ernst-Malcolm Frank Guzzo; Matthew DiRado; Claudia Martins
Subject:	RE:
ारील .voman who	Fixill also have them contact PMA directly and tag a was again assigned to my case.
From: Trish Ernst-	
Sent: Friday, Sept	ember 23, 2011 3:35 PM
	Matthew DiRado; Claudia Martins
Subject. RE.	
Thave been advised Comp doctors.	d by Risk Management that PMA cannot authorize this as these are not Union County Workmen's
Tricia E. Maicolm	
Department of Human	e Services
10 Elizabethtown Pla	
Administration Euclide	
Elizabeth, 119 07201 (908) 527-4810	7
(908) 527-4875-7a	es established to the second of the second o
From:	
Sent: Friday, Septe	ember 23, 2011 11:57 AM
To: Trish Ernst-Male Subject:	colm
Trish	
My doctor contacte	d PMA for the state of the stat
Company doctor.	Do I go through Cigna or is there
someone that can co	ontact PMA for me to have this approved?

Trish Ernst-Malcolm		
From: Sent: To: Cc: Subject:	Trish Ernst-Malcolm Friday, September 23, 2011 3:35 PM  Frank Guzzo; Matthew DiRado; Claudia Martins RE:	
I have been advised by Ris Comp doctors.	k Management that PMA cannot authorize this as these are not Union County Workmen's	
Tricia E. Malcolm Department of Human Service 10 Elizabethtown Plaza Administration Building - 2n Elizabeth, NJ 07207 (908) 527-4810 (908) 527-4875-Fax		
From: Sent: Friday, September 2 To: Trish Ernst-Malcolm Subject:	23, 2011 11:57 AM	
Trish		
My doctor contacted PMA Company doctor. someone that can contact	for an analysis and they will not approve saying it has to be requested by Do I go through Cigna or is there PMA for me to have this approved?	

\* Redaction of and medical personnel info and medical info and medical enformation pursuant to OPRH & HIPAA.

From:

Sent:

Thursday, September 22, 2011 2:27 PM

To: Trish Ernst-Malcolm

Cc: Subject: Maureen Segale-Glenn; Renee Goldstein

W000327417

Hey Trish,

Forgot to advise you my appointment will be.

eing rescheduled pending approval from PMA. I will let you know when my

\*\* Redaction of personnel of medical enformation pursuant to OPPH + HIPAA.

From:

Sent:

Friday, September 16, 2011 10:19 AM

To:

Trish Ernst-Malcolm

Cc:

Maureen Segale-Glenn; Renee Goldstein

Subject:

Workman's Comp-W000327417

Here is a list of doctors and testing I have to get done for the next 2 weeks:

medical and
personnel enformation
pursuant to OPRA +
HIPAA.

I will provide notes for all.....

From:

Trish Ernst-Malcolm

Sent:

Friday, September 16, 2011 9:53 AM

To:

Maureen Segale-Glenn; Renee Goldstein

Subject:

RE: Doctors Letter

harderved them,

Trecea E. Maicoim

Department of Human Services

10 Elisavithtown Plaza

Administration Edilding - 2nd Floor

Siezavieth, 719-07207 (908) 527-4810

(908) 527-4875-Fax

From

Sent: Friday, September 16, 2011 9:23 AM

To: Trish Ernst-Malcolm

Cc: Maureen Segale-Glenn; Renee Goldstein

Subject: Doctors Letter

Hi All

I sent my doctors letter over with David this morning.

Kedaction of identifying enformation relating to medical condition and personnel matter pursuant to HIP, + A + OPRH

Talab Fam. 4 14		* Redaction of edentifying
Trish Ernst-Ma	alcolm	edentifying
From: Sent: To: Subject:	Wednesday, September 14, 2011 10:06 AM Trish Ernst-Malcolm FW: doctors note	pursonnet & pursonnet & medical cond itions pursuant OPRA +HIPAA
FYI		Mons pursuant
From: Control of the Sent: Wednesday, To: Maureen Segal Subject: RE: doctors	September 14, 2011 10:03 AM e-Glenn ors note	UPRI FRIPAH
Hey .		
will when I get the	em, I have to go back to again next I the 3 other doctors.	Fuesday and am in process of making
From: Maureen Seg Sent: Wednesday, S To: Cc: Trish Ernst-Malc Subject: RE: doctor	September 14, 2011 9:59 AM  olim	
Hit Please provide to Tri to the administration	sh copies of any/all letters being sent to PMA and the do a building. Thanks. Maureen	ctor's note stating that you cannot return
From: Sent: Wednesday, Set To: Maureen Segale-Subject: RE:	eptember 14, 2011 9:48 AM Glenn	
Fam having problem is taken care of the problem I am h	to the mold in the building. Under Dr.'s orders I are of. A letter is being sent to PMA-Workmans Comp company.  And Following.	m not to return to Admin 8ldg until pany stating this. Also have to have
10:	e-Glenn ptember 14, 2011 9:25 AM	
Subject: RE:		
How did you make out	(at the dr. $^2$ Renge is out. Tam on the $4^{r}$ floor. Let me ki	now if you need anything today.
From: Sent: Monday, Septem To: Renee Goldstein	nber 12, 2011 9:09 AM	
<b>Cc:</b> Maureen Segale-Gl <b>Subject:</b>	enn	

FYI I will not be in tomorrow. I have been advised by my personal doctor to s further testing.

From: Trish Ernst-Malcolm Sent: Wednesday, August 17, 2011 10:16 AM To: Matthew DiRado Subject: FW: FYI... Tricia & Mairoin Department of Funan Services 10 Elizavethtown Plaza Administration Emilding - 2nd Floor Bilizaweth, 719 07207 9081 527-4810 (908) 327-4875-Fax From: Renee Goldstein Sent: Wednesday, August 17, 2011 8:51 AM To: Maureen Segale-Glenn; Trish Ernst-Malcolm Subject: FYI... Good morning, called in sick today. I was away from my desk when she called so she left me a voicemail. She said she She said she was going to her own doctor to have everything documented and that she didn't know when she will be back.

Renee

Reduction of personnell rifo & medical enfo pursuant to HIPAA + OPRA.

From:

Trish Ernst-Malcolm

Sent:

Wednesday, August 17, 2011 9:06 AM

To:

Cheryl Pantina

Subject:

Fw: FYI...

From: Renee Goldstein

**Sent**: Wednesday, August 17, 2011 08:50 AM **To**: Maureen Segale-Glenn; Trish Ernst-Malcolm

Subject: FYI...

Good morning,

She said she was going to her own doctor to have everything documented and that she didn't know when she will be back.

Renee

Reduction of personnel \* matter and medical enformation

From:

Sent: To: Thursday, August 11, 2011 8:27 AM Karen Dinsmore; Trish Ernst-Malcolm

Importance:

High

Good Morning Trish

Wanted to report that by the time I left here yesterday I

should go to?

s there a certain one I

\* Redaction of personnel matter and identifying information relating to medical treatment.

From: Trish Ernst-Malcolm

Sent: Thursday, July 07, 2011 11:58 AM

To: Karen Dinsmore; Claudia Martins; Cheryl Pantina

Subject: FW: Foul smelling air on 4th floor

FYI

Tricia E. Malcolm
Department of Human Services
10 Elizabethtown Plaza
Administration Building - 2nd Floor
Elizabeth. NJ 07207
(908) 527-4810
(908) 527-4875-7ax

From:

Sent: Thursday, July 07, 2011 11:56 AM

To: Trish Ernst-Malcolm

Subject: Foul smelling air on 4th floor

Trish:

Just for the record, during the week of June 26 thru July6, 2011. I

Even during the prior week of June 19<sup>th</sup>

let me know about working here on the 4<sup>th</sup> floor because I do not want to be in "harms way". Hopefully the problem has been determined so the working environment will acceptable.



to OPKH & HIPAA.

From: Karen Dinsmore

Sent: Friday, July 08, 2011 2:44 PM

**To:** Fran Benson; Trisha Stone; Antonio Rivera; Phil Kandl; Jose Perez; Elizabeth Paskewich; Gina Tuesta; Monica Lallo; Ivette Anzelone; Jean Koszulinski; Richard Thompson; Anna Kazmierczyk; Maureen Segale-Glenn; Trish Ernst-Malcolm; Donna Karlik; Megan Connors; William Inglefield; Katie Vaniska; Elizabeth Sebring; Shanon Mettlen; Bonnie Herrmann; Elvira Lozano

Subject: UNUSUAL ODOR ON FOURTH FLOOR OF ADMIN BUILDING

Importance: High

As an update on the unusual odor experienced on the 4<sup>th</sup> Floor of this building, as you may know, the County has taken several measures in response to the complaints. We have issued a HAZMAT response which included collecting air samples of the affected area. Additionally, the County has directed its environmental contractor to examine the area and to take additional air samples. To date, no source of the odor has been identified, much to the frustration of all of those involved in the investigation. Issues with the air and ventilation system have also been explored but have resulted in no further explanation. Please note, and remind your staff that the following actions will continue to be in place should the odor continue next week.

- 1. Contact my office as soon as you smell any unusual odor. Please speak to either Tricia Malcolm or to me. Do not call Jim McCrady of Risk Management directly.
- 2. I will ask any employee who does not feel well to be relocated to another floor within this building. We will work with you so that you have the tools you need to continue to do your job. This is a temporary move, until the problem is resolved.
- 3. Should you continue to feel ill, we will refer you to one of the County's medical providers. It is important if you continue to feel ill, and/or you wish to see a doctor, that you go to one of the County's medical facilities. You are not discouraged from seeing your own physician, however, a visit to the County's designated physician is also in order.

We will continue to investigate this matter next week, if it continues. Therefore, for the time being, until you hear otherwise from me, all employees, both on Floor 4 and on Floor 2 are asked to refrain from using or spraying any products in the workplace that might interfere with our ability to isolate the odor and source of the problem. Please do not use in the workplace perfumes, cologne, after shave, deodorant, air freshener, scented hand sanitizer. You may use these products at home (e.g. you may wear perfume or cologne into work), but please do not spray or apply them at work. This is a temporary directive; you will be able to resume your normal habits once we are satisfied that the odor that has affected some people has been addressed.

Thank you for your cooperation. Please see me with any questions or concerns. Karen

Karen Dinsmore, Assistant Director Union County Department of Human Services 10 Elizabethtown Plaza Elizabeth, NJ 07207 908-527-4809 kdinsmore@ucnj.org

From:

Karen Dinsmore

Sent:

Monday, July 11, 2011 2:32 PM

To: Cc: Cheryl Pantina Trish Ernst-Malcolm

Subject:

**MULTI CARE** 

It turns out what I forwarded to you about	may be wrong because she then called her immediate superviso
and said she was coming back to work. If:	she shows, I am moving her to the 2 <sup>nd</sup> Floor.
her office the rest of this afternoon.	in my conference room on the second floor. For the record, Multi
Care told them to	

#### Karen

Karen Dinsmore, Assistant Director Union County Department of Human Services 10 Elizabethtown Plaza Elizabeth, NI 07207 908-527-4809 kdinsmore@ucnj.org

From:

Sent: Monday, July 11, 2011 2:23 PM To: Trisha Stone; Karen Dinsmore

Subject: everything ok

The doc said

Systems Review Committee tomorrow morning at Runnells so won't be in until around noon. Thanks,

I have an

10 Elizabethtown Plaza

Elizabeth, NJ 07207

\* Reduction of ideal-afying pursonnel info or medical trialment and deag-

📤 Print only what you need. Recycle what you print. 🕏

Trish Maleda Notes

Aleja Sarat Linda Chrissy Katie

Regare Christian Helen Gamova

Janes

Sarah

They then

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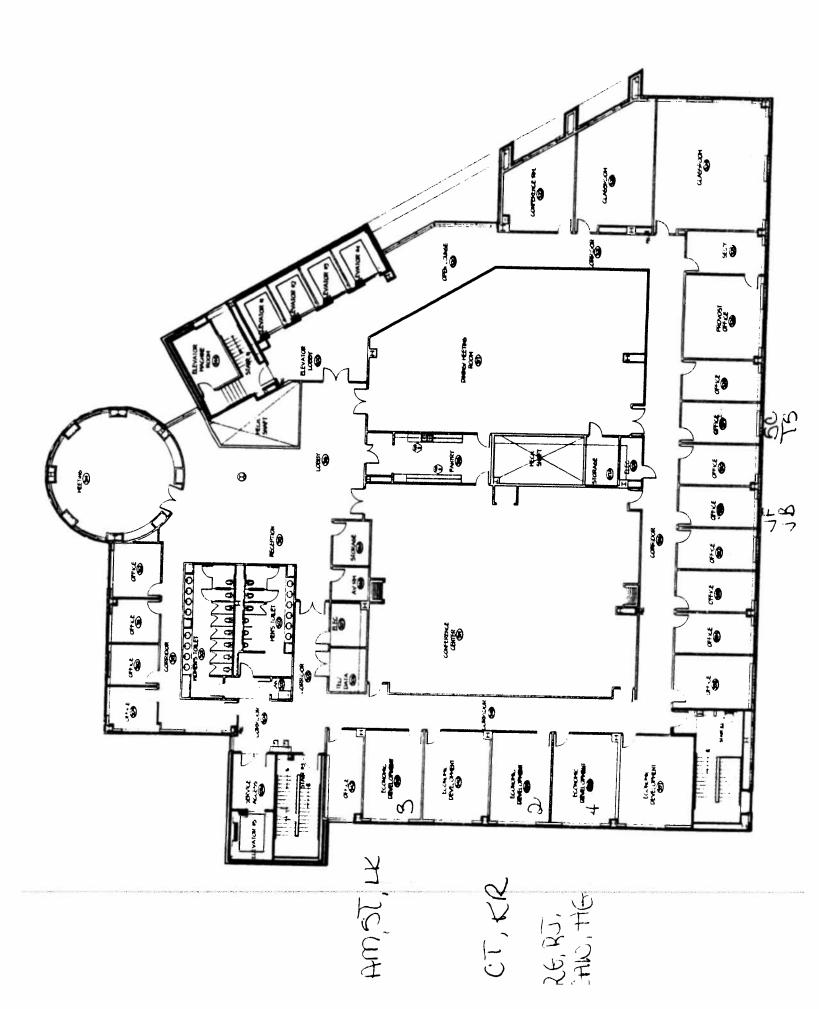
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V - CLERCACKY KALL VIM

Date: March 4, 2010

Please be advised that any requests for service from the telephone room must first be placed to Marlene Froehlich, Supervisor of Telephone Operations, via email or phone request.

	Name	r iiviic m	
4	James Baker	527-4843	Senior Program Development Specialist (HSAC) (SSH oversight)
	Robert Colicchio	527-4845	Community Service Worker (PASP)
	Sarah Ann Cordoma	527-4842	Senior Clerk Transcriber
	James Frazilus	527-4841	Program Development Specialist (ESG/SSH/CEAS)
4	Helen Gamova	527-4874	Program Development Specialist (Homeless Trust Fund)
	Raymond Gora	527-4837	Program Development Specialist (SPC/HMIS)
	Cheryl Hathaway	527-4804	Director/Intoxicated Drivers Resource Center(IDRC)
	Donna Houston	527-4831	Clerk Typist
	Karen Jirinec	527-4791	Senior Customer Service Representative (IDRC)
1	Reginald Johnson	527-4861	Program Development Specialist (CSBG/CEAS)
	Linda Kosinski	527-4857	Clerk Transcriber
_	Louise O'Neil	527-4811	Clerk Typist
Melissa Lespinasse		527-4883	Assistant Director
	Aleia Moore	527-4844	Alcohol/Drug Abuse Coordinator (Alliance & A/D)
Charles Newman		527-4807	Director/Office for the Disabled (ABD/ADA)
	Daisy Ortiz	558-2560	Supervising Clerk/Administrative Assistant
Katie Regan William Smith Trisha Stone		527-4846	Mental Health Administrator (MHB/Alliance/Drug & Alcohol)
		527-4840	Program Development Specialist (Disabled/MHB/FFP/PGR)
		558-2290	Director
	Sara Thode	527-4852	Program Development Specialist (Alliance Coordinator)
Christina Topolosky 527		527-4839	Continuum of Care Coordinator (oversight of CEAS/CSBG/ESG/ HPRP/SUP/SPC/HMIS/Homeless Trust Fund)
Chris Ann Wright 527-43			Program Development Specialist (SUP)

# Rape Crisis Center (RCC) - Satellite Office

300 North Ave., E., Westfield, NJ 07090

Main #: (908) 233-7273

Tamara Bauman, Administrator x7526 – Joan Anderson x7527 – Leslie Lucero x7528

Fax #'s

Director's Office - (908) 527-4875

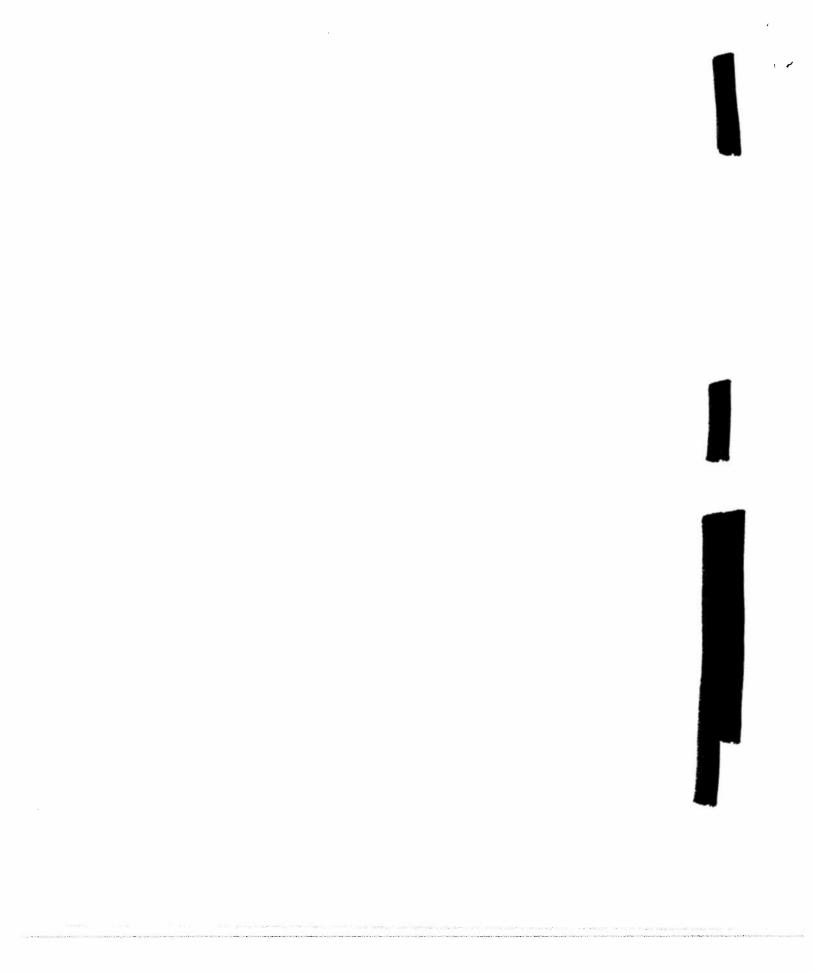
RCC - (908) 654-0260

DATES TREATED

\* Reaction of name medical reament and and personne exception

SYMPTOMS

medical treatment and deagnories



From:

Sent:

Wednesday, September 28, 2011 8:58 AM

To: Renee Goldstein

Cc: Subject: Trish Ernst-Malcolm; Maureen Segale-Glenn

on Monday since I am off tomorrow and Friday.

I will be leaving work @ 3:00. I will forward my note

\* Reaction pursuant to personal exaption to OPRA and HIPAA.



From:

Trisha Stone

Sent:

Friday, July 22, 2011 3:29 PM

To:

Trish Ernst-Malcolm: Karen Dinsmore

Subject:

RE: Voice Mail

Importance:

High

Thanks for calling for the VM – let me know when I can let staff know what is/will be happening. Over the weekend, I would like them thinking about/making a list of what they need to box up on Monday. Falso want to give them the weekend to get settled into the idea of the move as a positive step to resolving the problem – rather than a shock causing more talk or grumbling because of the short notice.

I will be neeting with Melissa later this afternoon to discuss this. For now, I am leaning toward keeping the following people in the admin building:

Cheryl and Karen so they can have access to their files.

Fourse to assist on the 2<sup>nd</sup> floor (plus she and Karen travel together.

30b C and Bill for their parking convenience.

Bill/Bob can field calls for MH, Disabled, and general Planning/HS. Karen/Cheryl can field calls for Alc/Drug, Alliance and general Planning/HS.

Either Daisy or Sarah should stay to have access to Edmunds and Abra if we are there for any period of time . . . or one person can come back here during the day and do in-put as needed.

If we go to the college and they close on Friday, if it is permissible, a compressed work week could be offered such as 8-6 M.T.W and 8-5<sup>th</sup>. Anyone who can't extend their day could return to the admin building on Friday and work in a conference room using the laptops or sharing a computer/office.

Melissa and I could split up – one here and one at the other site, or if we both go, I would travel between both . . . whatever Karen/Frank's preference.

From: Trish Ernst-Malcolm

**Sent:** Friday, July 22, 2011 2:26 PM **To:** Marlene Froehlich; Gordon Campbell

**Cc:** Trisha Stone **Subject:** Voice Mail

Hi there! As per our conversation, please add voicemail to the following phone #'s...thank you so much for helping us out with this.

Robert Colicchio 527-4845 Sarah Ann Cordoma 527-4842 James Frazilus 527-4841 Helen Gamova 527-4874 Raymond Gora 527-4837 Karen Jirinec 527-4791

Linda Kosinski 527-4857 Louise O'Neill 527-4811 William Smith 527-4840 Sara Thode 527-4852 Chris Ann Wright 527-4311

Thank you again!

Tricia E. Malcolm
Department of Human Services
10 Elizabethtown Plaza
Administration Building - 2nd Floor
Elizabeth. NJ 07207
(908) 527-4810
(908) 527-4875-Fax

From:

Trish Ernst-Malcolm

Sent:

Thursday, July 07, 2011 12:21 PM

To:

Karen Dinsmore; Claudia Martins; Cheryl Pantina

I'm relocating a third individual, Melissa Lespinasse.

Tricia E. Malcolm
Department of Human Services
10 Elizabethtown Plaza
Administration Building - 2nd Floor
Elizabeth. NJ 07207
(908) 527-4810
(908) 527-4875-7ax

From:

Trish Ernst-Malcolm

Sent:

Monday, July 11, 2011 9:31 AM

To:

Cheryl Pantina

Subject:

Fw: UNUSUAL ODOR ON FOURTH FLOOR OF ADMIN BUILDING

Fyi

From: Trisha Stone

**Sent**: Monday, July 11, 2011 09:29 AM **To**: Trish Ernst-Malcolm; Karen Dinsmore

Subject: FW: UNUSUAL ODOR ON FOURTH FLOOR OF ADMIN BUILDING

FYI

From: 👅

Sent: Monday, July 11, 2011 8:22 AM

To: Trisha Stone

Subject: RE: UNUSUAL ODOR ON FOURTH FLOOR OF ADMIN BUILDING

Trish. I also wanted to report that over the weekend I had opinion about the cause but thought if you were gathering symptoms it might be useful.

I don't have an

10 Elizabethtown Plaza Elizabeth, NJ 07207 \* Recaetion of identifying information + medical condition, pursuant to personnel exception to OPRH + HIRAA.

🍱 Print only what you need. Recycle what you print. 🕏

From: Trisha Stone

Sent: Friday, July 08, 2011 4:38 PM

**To:** Aleia Moore; Charles Newman; Cheryl Hathaway; Chris Ann Wright; Christina Topolosky; Daisy Ortiz; Helen Gamova; James Baker; James Frazilus; Karen Jirinec; Katie Regan; Linda Kosinski; Louise O'Neil; Melissa Lespinasse; Raymond

Gora; Reginald Johnson; Robert Colicchio; Sara Thode; Sarah Cordoma; William Smith

Subject: FW: UNUSUAL ODOR ON FOURTH FLOOR OF ADMIN BUILDING

Importance: High

All Planning (Admin Building) staff -

Please see the message from Karen below.

If anyone notices the odor again when we return next week, please tell me immediately so I can let Karen know, as well as make arrangements for you through her office for medical care or temporary office relocation if needed. Also note the request to refrain from using sprays/products in the workplace that may interfere with identifying the problem odor. Thanks for your cooperation.

Trisha

From:

Trish Ernst-Malcolm

Sent:

Thursday, July 07, 2011 12:19 PM

To:

Claudia Martins; Karen Dinsmore; Cheryl Pantina

Subject:

RE: Foul smelling air on 4th floor

I will.

Tricia E. Malcolm Department of Human Services 10 Elizabethtown Plara Administration Building - 2nd Floor Elizabeth. NJ 07207 (908) 527-4810 (908) 527-4875-7az

From: Claudia Martins

Sent: Thursday, July 07, 2011 12:16 PM

To: Trish Ernst-Malcolm; Karen Dinsmore; Cheryl Pantina

Subject: RE: Foul smelling air on 4th floor

Ok thank you, please keep us posted.

From: Trish Ernst-Malcolm

Sent: Thursday, July 07, 2011 12:15 PM

To: Claudia Martins; Karen Dinsmore; Cheryl Pantina

Subject: RE: Foul smelling air on 4th floor

Yes, I will, I will respond in email and call him. He sits on the Jail side of the building, across from Anna Kazmierczyck and close to Elena Martinez. I just got off the phone with Trish Stone, there was another "odor" employees noticed. Both Jim Mc Crady and the outside contractor are currently on the floor. She requested to move two employees out of the office, Linda Kosinski and Chris Ann Wright. I am making arrangements to relocate them to the 2<sup>nd</sup> floor now.

Tricia E. Malcolm Department of Human Services 10 Elizabethtown Plaza Administration Building - 2nd Floor Elizabeth. NJ 07207 (908) 527-4810 (908) 527-4875-7ax

From: Claudia Martins

Sent: Thursday, July 07, 2011 12:09 PM

To: Trish Ernst-Malcolm; Karen Dinsmore; Cheryl Pantina

Subject: RE: Foul smelling air on 4th floor

Trish, can you remind l hat if his symptoms come back, we can send him to complete care to get evaluated. Also, where does he sit in connection to the affected area?

(2) West surmerent condutions preatrient unning Workson unb/ resolur pursuant of ORA THURS NB Wents parmenent SCRANINA AVIA Somma Willespell by la Wants permenant -Wents perment MY 3 SPALL -Ybetaren 16+8H Weste permenent of Butho Fire Islay 4th F) Perminent Lervisa 12 Don't went to move Spesn't went to Never went to Multi Cone suit she noticed smell Feels been here wilk since Buckpter 4 days

Relocation of Alenning 8/20/11 Frilings ULL Kellogy Closed SM Floor Lellogy WiFi Triple up Wents to come dan Wents to come dan IT-H6 P 1.75hr