

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, MAY 9, 2019**

Wendy Coffey, Vice President of the Board of Health (BOH) called the Board of Health meeting to order at 7:30 p.m. in the second floor west wing conference room.

Ms. Coffey led the Pledge of Allegiance.

Members in attendance: Wendy Coffey, MSW, LCSW, Donna Garbaccio, RN, Sau Yan Yee, MD, Lynne Spreen-Raffo, RN, Michael Sparozic, R.PH, Linda Brock, RN

Staff in attendance: Cindy Risseeuw, Secretary; Bergen County Department of Health (BCDOH) Staff: Michelle Delyannis, REHS

Absent: Steven Clarke, DC, Devaleena Sen, R.PH, Melissa Rubenstein, Township Committee Liaison

Reading of the Open Public Meetings Act Public Work Session statement:

Cindy Risseeuw, Secretary, read the Open Public Work Session statement: "This Regular Work Session Meeting of the Wyckoff Board of Health is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers. Formal action may be taken at this meeting."

Approval of April 11, 2019 Public Business Meeting and Public Work Session Minutes:

Linda Brock motioned and Lynne Spreen-Raffo seconded; all members present voted affirmatively; Wendy Coffey and Donna Garbaccio abstained.

No public present.

Report of REHS:

Michelle Delyannis reviewed the REHS report and logs. Michelle Delyannis provided information for Wyckoff Day handouts.

Report of Board Members:

Lynne Spreen-Raffo discussed information regarding measles.

New and Unfinished Business:

New Bridge Medical Center in Paramus, NJ has a lecture on measles scheduled for May 16, 2019 for EMT's and nurses.

Ramapo High School reported a case of Pertussis and is doing surveillance. Per Lynne Spreen-Raffo, Steve Clarke is checking with BCDOH to determine why the Wyckoff BOH was not notified.

Donna Garbaccio would like further information regarding mosquito control plan. Per Michelle Delyannis, Bergen County Mosquito Control needs permission to go on private property, therefore, homeowner needs to contact Bergen County Mosquito Control (201-634-2881) directly.

Wendy Coffey attended the Sigma Free Committee meeting on May 2, 2019. Efforts regarding Stigma Free will be focused on during the student's lunch hour May 22 at Indian Hills High School and May 23 at Ramapo High School.

BOH members volunteering to attend Wyckoff Day on June 1, 2019 are Steve Clarke, Linda Brock, Donna Garbaccio, Lynne Spreen-Raffo and Wendy Coffey. Donna Garbaccio has requested additional Lyme disease bookmarks from the BCDOH. BOH has requested information on Zika virus, ticks as well as sleep hygiene from BCDOH. Donna Garbaccio stated that Lyme disease prevention is important (use products with Deet).

Old Business

Ms. Coffey reminded members of the following Open Public Records Act (OPRA) Law requirements. Board members must include the following language on all memos to board members:

"The Board/Commission Secretary or Liaison shall be included in any email a Township Committee appointed Board/Commission member sends. All emails are subject to the Open Public Records Act and as such, may be requested by citizens. (This requirement is applicable to all members of the Wyckoff Planning Board, Zoning Board of Adjustment, Library Board of Trustees, Recreation and Parks Commission, Board of Health, Environmental Commission, Shade Tree Commission, Design Review Advisory Committee and any other ad-hock committee regardless if it is sent from your personal/business computer or personal/business data phone.) There should be no expectation that the content of emails exchanged with municipal officials and employees will remain private."

Donna Garbaccio motioned to close the Public session; seconded, Linda Brock; all members present voting affirmatively.

The Board of Health Meeting adjourned at 8:10 p.m.