

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, NOVEMBER 8, 2018**

Dr. Steven Clarke, 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.

Dr. Clarke led the Pledge of Allegiance.

Members in attendance: Steven Clarke, DC, Linda Brock, RN, Wendy Coffey, MSW, LCSW, Sau Yan Yee, MD, Lynne Spreen-Raffo, RN, Michael Sparozic, R.PH, Melissa Rubenstein, Township Committee Liaison

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

Absent: Donna Garbaccio, RN

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 October 11, 2018 Public Business Meeting and Public Work Session Minutes:

Linda Brock motioned and Michael Sparozic seconded; all members present voted affirmatively.

No public present.

Report of REHS:

Michelle Delyannis reviewed the REHS report and logs.

Report of Board Members: None.

New and Unfinished Business:

Old Business

Steve Clarke stated that a new BOH member has not been selected. The BOH members stated they would like to see a veterinarian, person in the food service industry, etc. on the board.

Steve Clarke reminded members that Rebecca Dauerman, Stigma Free Chairperson will be attending the December 13, 2018 BOH meeting.

Steve Clarke stated that new health programs for Wyckoff residents are being considered to start in the beginning of 2019. Dr. Clarke will be working with the BCDOH educators setting up programs.

The BOH continues to wait to hear from Hansel Asmar, Director/Health Officer of BCDOH as to when he will reschedule appearing at a Wyckoff BOH meeting. He cancelled in September 2018, and attempts continue to be made to have him present at a BOH meeting.

New Business

The Wyckoff rabies vaccine clinic is scheduled for January 5, 2019.

A nominating committee composed of Michael Sparozic has been selected to gather nominations for the 2019 BOH President and Vice President positions.

Steve Clarke stated that the flu vaccine is predicted to be only 20% effective. Dr. Clarke questioned if the BOH has any liability administering the flu vaccine should there be any adverse reactions to the vaccine given to employees and first responders.

Dr. Clarke challenged all members of the BOH to bring forward health topics for discussion at each BOH meeting.

Lynne Spreen-Raffo would like to see information posted on the township website regarding Measles. Ms. Raffo will provide information from the CDC (Center for Disease Control) for posting.

Dr. Clarke 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.”

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

The Board of Health Meeting adjourned at 8:00 p.m.