

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, JUNE 9, 2016**

Carol Hertenstein, 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.

Carol Hertenstein led the Pledge of Allegiance.

Members in attendance: Carol Hertenstein, RN, Richard Morski, MD, Wendy Coffey, MSW, LCSW, Municipal Alliance Chair, Steven Clarke, DC, Linda Brock, RN, Donna Garbaccio, RN, Michael Sparozic, R.PH, Lynne Spreen-Raffo, RN, Brian Scanlan, Township Committee Liaison

Staff in attendance: Cindy Risseeuw, Secretary; Bergen County Department of Health (BCDOH) Staff: Lauren Meeker, REHS and Tom Longo, REHS

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 May 12, 2016 Public Business Meeting and Public Work Session Minutes:

Steve Clarke motioned and Linda Brock seconded; Wendy Coffey abstained; all remaining members present voted affirmatively.

Report of Board Members:

None.

Report from the Health Officer:

Lauren Meeker, REHS reviewed the BCDOH May 2016 monthly report and reportable diseases as well as the Sanitary Inspector's Report with the board.

New and Unfinished Business:

The Mayor's Wellness Campaign has one more week remaining of the 10 week program. The final meeting will consist of yoga at the Wyckoff YMCA. The mayor's walk was held Saturday, June 4.

The Stigma Free program currently has 20 members on the committee. Faith Community Church organized a Battle of the Bands in support of the Stigma Free program. Proceeds from this event (\$2000) will be used by the Stigma Free program to help fund the Mental Health First Aid training for FLOW area students (cost is \$125/student). The Stigma Free committee activities are on hold until the fall 2016.

H.A.P.P.Y. Week (Heroin Addiction Prevents People's Years) created by Northern Highlands Regional High School sophomore, Stephanie Reifman, as her Girl Scout Gold Award. Two sessions will be presented to students in grade 9-12 at Ramapo High School on June 20 (8:45 am and 10:15 am). Stephanie Reifman will interview a recovering addict as well as a mother who lost her son to addiction.

The Ridgewood Water forum was attended by approximately 50 people. Steve Clarke did an excellent job moderating the program. Having attendees write their questions on 3 x 5 cards for the moderator to read worked great.

Lauren Meeker will speak with Tom Longo regarding updating of the Public Health Annex.

The Bergen County Animal Shelter provided an animal adoption van at Wyckoff Day. An excellent job was done by the County. The van which housed kittens, dogs and a rabbit had many visitors. Applications were taken for potential adoptions.

Discussion continued regarding the annual influenza prevention program. There are no plans to sponsor a health fair this year; however, influenza prevention education will be a priority. A subcommittee consisting of Carol Hertenstein, Dr. Morski and Brian Scanlan will investigate having a local pharmacy provide the influenza vaccine to township employees/volunteers as well as process the insurance/Medicare Part B paperwork. This subcommittee will meet in July.

Ms. Hertenstein spoke to board members regarding the importance of members supporting and participating in the many Board of Health planned activities in the community.

Ms. Hertenstein 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, Wendy Coffey; all members present voting affirmatively.

The Board of Health Meeting adjourned at 8:25 p.m.