

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, MAY 12, 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, 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: Marjorie Vanacore, REHS and Tom Longo, REHS

Absent: Wendy Coffey, MSW, LCSW, Municipal Alliance Chair

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 14, 2016 Public Business Meeting and Public Work Session Minutes:

Steve Clarke motioned and Michael Sparozic seconded; Donna Garbaccio and Brian Scanlan abstained; all remaining members present voted affirmatively.

Report of Board Members:

None.

Report from the Health Officer:

Lauren Meeker, REHS reviewed the BCDOH April 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 approximately 40 Wyckoff residents participating.

The Stigma Free program will be entering a float in the Memorial Day Parade. Volunteers are needed. School students are designing 20 lime green signs containing one or two stigma free words.

On Memorial Day the Wyckoff Faith Community Church will be hosting a Battle of the Bands with food trucks. Proceeds from the event will go to the Stigma Free program and help fund the Mental Health First Aid training for FLOW area students.

On Tuesday, May 31, 2016 the Ridgewood Water forum sponsored by the Board of Health and Wyckoff Environmental Commission will be conducted from 7-9 pm in the Shotmeyer Room of the Wyckoff Library. Dr. Clarke will moderate the program.

Volunteers are needed to staff the Stigma Free, Municipal Alliance, Mayor's Wellness Campaign and Board of Health tables at Wyckoff Day, June 4, 2016 from 11 am to 5 pm.

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 at Ramapo High School on June 20. Stephanie Reifman will interview a recovering addict as well as a mother who lost her son to addiction. Brian Scanlan asked that Donna Garbaccio work on having the program done in the fall at Indian Hills High School. Brian Scanlan would like to see a similar program with the same format conducted interviewing recovering alcoholics for future high school health classes.

Discussion continued regarding the annual influenza prevention program. At this time 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 and as well as process the insurance/Medicare Part B paperwork. This project needs to be accomplished in early summer.

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.”

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

The Board of Health Meeting adjourned at 8:30 p.m.