

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, NOVEMBER 12, 2015**

Carol Hertenstein, President of the Board of Health 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, Linda Brock, RN, Donna Garbaccio, RN, Wendy Coffey, MSW, LCSW, Municipal Alliance Chair, RN, Michael Sparozic, R.PH, Brian Scanlan, Township Committee Liaison

Staff in attendance: Angela Musella, Health Officer, Northwest Bergen Regional Health Commission (NWBRC), Cindy Risseeuw, Secretary

Absent: Richard Morski, MD, Steven Clarke, DC, Lynne Spreen-Raffo

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 September 10, 2015 Public Business Meeting and Public Work Session Minutes: Michael Sparozic motioned and Linda Brock seconded; Wendy Coffey and Brian Scanlan abstained; remaining members present voted affirmatively.

Approval of October 8, 2015 Public Business Meeting and Public Work Session Minutes: Linda Brock motioned and Michael Sparozic seconded; Carol Hertenstein abstained; remaining members present voted affirmatively.

Member of the public present:

None present.

Report of Board Members:

Linda Brock provided information to the board members for the Rutgers

University Behavioral Health Care 12th Annual Suicide Prevention Conference, “Why People Die by Suicide”, scheduled for December 3, 2015 in Piscataway, NJ.

Report of the Board of Health President:

None

Report of the Health Officer:

Ms. Angela Musella, Health Officer, reviewed the NWBRHC October 2015 Activity Report (distributed and attached) as follows:

1. Three mandated establishment inspections were performed; all satisfactory.
2. Seven animal bites were reported.
3. Three suspect Lyme disease cases were investigated.
4. Six temporary event food licenses were issued.
5. One plan review was conducted.

New and Unfinished Business:

Ordinance Introduction – Ordinance #88 – An ordinance to delete Chapter 214 of the code of the Township of Wyckoff, “Sewage Disposal Systems, Individual” and replace Section 214 with a new chapter renamed, Chapter 214, “Standards, Procedures and Fees for Individual Subsurface Sewage Disposal Systems”

Voting as Amended:

Motioned: Brian Scanlan Seconded: Michael Sparozic

Brock: Yes Clarke: Absent Coffey: Yes Garbaccio: Yes
Hertenstein: Yes Morski: Absent Sparozic (Alt #1): Yes
Spreen-Raffo (Alt #2): Absent Scanlan: Yes

Ms. Hertenstein conducted a debriefing of the October 17, 2015 Health Fair and Influenza Prevention Program, Mayor’s Wellness Challenge, and Stigma Free program held at Eisenhower School in conjunction with the Wyckoff Education Foundation (WEF) 5K run/walk. On a positive note, the room/space was excellent for the event. However, the Health Fair was not geographically located near the 5K event, the Multi-Purpose Room would have been an ideal location or weather permitting outside at the 5K race; the 5K event hosted more participants that anticipated and therefore traffic/parking became an issue. The logistics of working WEF and school board was challenging.

Ms. Coffey stated that health fair concept needs to be readdressed. In the past, the flu vaccine was a major component of previous Health Fairs. Currently the flu vaccine is available in so many convenient locations and times such as local pharmacies, grocery stores, and private physicians at no cost with insurance and Medicare Part B that the number of flu vaccines dispensed at the Health Fair is decreasing.

Ms. Coffey suggested investigating the possibility of teaming up with the Wyckoff YMCA or having guest speakers on various health related topics during a designated month, similar to the Care Conversation programs held at the Wyckoff YMCA.

Mayor's Wellness Campaign event "Walk with the Mayor" on Sunday, October 25, 2015 at the Russell Farms Community Park attracted approximately 20 participants. Two participants requested the event be held on a monthly basis. Mr. Scanlan suggested adding a scavenger hunt to the event to attract families.

Ms. Hertenstein met with Mayor Bivona of Franklin Lakes regarding the possibility of the Wyckoff/Franklin Lakes Boards of Health working together on various health-related projects. Mayor Bivona stated that he has many active community members on the team involved with the Mayor's Wellness Challenge and Stigma Free Programs. Mayor Bivona stated he is in the process of rejuvenating the Franklin Lakes Board of Health ensuring the board consists of active/enthusiastic volunteers. Franklin Lakes displays their Mayor's Wellness Challenge logo in front of their municipal building. Discussion will continue regarding future opportunities for the Wyckoff/Franklin Lakes Boards of Health collaborating on various initiatives.

Ms. Hertenstein reported on the Stigma Free program. Care Plus is offering a FREE mental health first aid training program at Christian Health Care Center (dates to be determined). It is an 8-hour training session which will be broken down into (2) 4-hour sessions. It is being offered to the Wyckoff Police Department, Ambulance Corps, Fire Department, CERTs and school personnel. The Stigma Free committee is planning to enter a float in the Memorial Day parade with the assistance of township students.

A representative from Ridgewood Water is unavailable to meet with the board until January 2016 to discuss water reports.

A nominating committee consisting of Steve Clarke and Michael Sparozic has been formed to present nominations for the positions of President and Vice President of the Board of Health at the December 10, 2015 meeting.

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.”

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

The Board of Health Meeting adjourned at 8:35 p.m.