

**BOARD OF HEALTH MEETING  
PUBLIC WORK SESSION MEETING MINUTES  
THURSDAY, MAY 10, 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, Donna Garbaccio, RN, Carol Hertenstein, RN, 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:** Wendy Coffey, MSW, LCSW, Richard Morski, MD

**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 February 8, 2018 Public Business Meeting and Public Work Session Minutes:**

Carol Hertenstein motioned and Lynne Spreen-Raffo seconded; all members present voted affirmatively.

No public present.

**Report of REHS:**

Michelle Delyannis reviewed the REHS report and logs. There were no comments from Board members.

**Report of Board Members:** None.

**New and Unfinished Business:**

## Old Business

Melissa Rubenstein stated that a Proclamation was approved by the Township Committee for Dorothy Voorman Fish, long time Board of Health President who passed in 2017. Lynne Spreen-Raffo suggested making the proclamation into a plaque for Ms. Voorman Fish's daughter.

Ms. Risseeuw stated that the Waldwick Well Baby Program now bills on a quarterly basis.

## Wyckoff Day Ideas/Suggestions

Steve Clarke discussed possible themes for Wyckoff Day BOH table including tick awareness. Melissa Rubenstein emphasized the importance of education. Michelle Delyannis will have BCDOH educators contact the BOH secretary to provide information and a BCDOH educator for Wyckoff Day. Lynne Spreen-Raffo suggested distributing tick awareness information to Township summer camps. Melissa Rubenstein stated that information can be given to Wyckoff Recreation Camps. Donna Garbaccio suggested doing the "Take a Bite Out of the Stigma" and Stigma Free pledge at Wyckoff Day. Carol Hertenstein will contact Rebecca Dauerman, CHCC Vice President/Administrator of Mental Health Services regarding their plans for the Stigma Free table. Lynne Spreen-Raffo suggested providing mosquito information. BOH volunteers should notify BOH secretary of their availability for Wyckoff Day.

## New Business

Lynne Spreen-Raffo suggested the BOH contact the BCDOH educators to provide an educational program on tick awareness at the Wyckoff Library or at Wyckoff Day. Steve Clarke recommended a one day stand-alone program. Lynne Spreen-Raffo stated BCDOH has six programs available which could be organized and held at the Library including mosquitoes and ticks borne illnesses.

Steve Clarke questioned Michelle Delyannis regarding the March 7 storm and resulting power outages. By Friday, March 9 power was restored. BCDOH REHS inspectors inspected/evaluated businesses involved in food handling and took any necessary action.

Melissa Rubenstein would like to see the Access for All committee rejuvenated. The ground breaking took place for the United Way Madeline housing at 370 Clinton Avenue.

Romaine lettuce from Arizona continues to be a problem. Restaurants are required to post the origin of their romaine lettuce.

The board discussed a complaint regarding dog feces. Residents need to properly dispose of dog feces according to the Township Ordinance.

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.”

Mike Sparozic motioned to close the Public session; seconded, Carol Hertenstein; all members present voting affirmatively.

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