

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, MAY 14, 2015**

Ms. 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.

Ms. Hertenstein led the Pledge of Allegiance.

Members in attendance: Carol Hertenstein, RN, Steven Clarke, DC, Wendy Coffey, MSW, LCSW (participated via telephone), Municipal Alliance Chair, Lynne Spreen-Raffo, RN, Brian Scanlan, Township Committee Liaison

Staff in attendance: Angela Musella, Health Officer, Northwest Bergen Regional Health Commission (NWBRC), Erin Brady, NWBRC Health Educator, Cindy Risseuw, Secretary

Absent: Richard Morski, MD, Linda Brock, RN, Donna Garbaccio, RN, Michael Sparozic, R.PH

Reading of the Open Public Meetings Act Public Work Session statement:

Cindy Risseuw, 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 March 12, 2015 Regular Meeting and Work Session with correction:

Steve Clarke motioned and Brian Scanlan seconded; members present (Wendy Coffey via telephone) voted affirmatively.

Member of the public present:

Bob Harz, President, Wyckoff Seniors

Report of Board Members:

Ms. Coffey stated that the Wyckoff Municipal Alliance will have a table at Wyckoff

Day.

Ms. Coffey stated that Christian Health Care Center (CHCC) donated \$5,000 to the Wyckoff Municipal Alliance to be used for the Wyckoff Stigma Free Initiative materials. The Stigma Free program colors will be lime green/black. The winning logo from the Wyckoff Schools logo contest will be used on banners, stickers and signs.

Report of the Board of Health President:

Ms. Hertenstein stated that the third and last program in the series Coping in a Changing World ("From Toddlers to Tweens") was held on May 12 from 7-9 p.m. at the Wyckoff YMCA. Attendance was between 40-50 people. The panelists were excellent (Sue Dobson – Anti-bullying Specialist Eisenhower School, Dr. Nalven, Pediatrician, and Bev MacKay, Superintendent of Ramapo/Indian Hills School District).

Ms. Hertenstein stated that she spoke with Sue Hook, Captain of the Wyckoff Ambulance Corps regarding recent tragic events. Mike Tozzoli, MSW, LCSW, CEO, West Bergen Mental Health has a trauma team ready to go. Education is needed for township Emergency Services as there is a reluctance by Emergency Services leadership to use these available resources in part because there is no procedure in place. Ms. Hertenstein has asked Mike Tozzoli to speak to the Board of Health for about ½ hour and will invite Ambulance Corps, Fire Department, and Office of Emergency Management. Police Chief Ben Fox stated the Police Department uses Cop to Cop. An effort needs to be made to increase public awareness of the West Bergen Mental Health resources available.

Report of the Health Officer:

Ms. Musella introduced Erin Brady, the new NWBRHC Health Educator who started with NWBRHC in March.

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

1. Nine mandated establishment inspections were performed; all satisfactory.
2. One animal bite was reported.
3. One case of Lyme disease was reported.

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

4. Six mandated establishment inspections were performed; all satisfactory.

5. Four animal bites were reported.
6. One case of Lyme disease was reported.

New and Unfinished Business:

A motion was made by Steve Clarke and seconded by Brian Scanlan to waive the One Day Food Handler License fee for the Wyckoff Ambulance Corps and Fire Companies #1, #2, and #3 for the Chili Cook Off at Wyckoff Day on June 6, 2015. All present voted in favor (including Wendy Coffey via telephone).

A motion was made by Steve Clarke and seconded by Wendy Coffey to waive the One Day Food Handler License fee for all Wyckoff food handlers licensed in Wyckoff by NWBRHC for Wyckoff Day. All present voted in favor (including Wendy Coffey via telephone).

Wyckoff Day is Saturday, June 6. Themes will be Mayor's Wellness Challenge, Stigma Free Initiative, Board of Health summer safety and Municipal Alliance anti-alcohol/anti-drug message. Board of Health volunteers are needed from 10:00 a.m. to 5:00 p.m.

Ms. Coffey asked Bob Harz, President, Wyckoff Seniors, to ask his members for a date when Cathy Pilone and she can visit the Senior Center to speak about the Mayor's Wellness Challenge and Stigma Free Initiative. Mr. Harz stated that May 18 is the seniors Executive Board meeting.

The Mayor's Wellness Challenge kick off is scheduled for Saturday, June 20 from 3-5 p.m. at the Wyckoff Community Park. In case of rain, arrangements have been made by Mr. Kuder, Superintendant of Wyckoff schools, to have the kick off indoors at Eisenhower School. Activities will include yoga, crafts, nutrition, and BMI (Body Mass Index). A new member of the Mayor's Wellness Challenge is Ms. Nancy Drabik (former Mayor, Township of Wyckoff).

The theme for the 2016 Township calendar will be the Mayor's Wellness Challenge and the Stigma Free Initiative.

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.”

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

The Board of Health Meeting adjourned at 8:45 p.m.