

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, JANUARY 8, 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, Richard Morski, MD, Steven Clarke, DC, Linda Brock, RN, Wendy Coffey, MSW, LCSW, Municipal Alliance Chair, Michael Sparozic, R.PH, Lynne Spreen-Raffo, RN, Brian Scanlan, Township Committee Liaison

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

Absent: Donna Garbaccio, RN

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 December 11, 2014 Regular Meeting and Work Session:

Michael Sparozic, R.PH motioned and Wendy Coffey, MSW, LCSW seconded; Linda Brock and Steve Clarke abstained; remaining members present voted affirmatively.

Member of the public present:

Bob Harz, Wyckoff Seniors

Report of Board Members:

Brian Scanlan stated that the 2015 Township calendar turned out great and was hopeful it would touch a few people.

Ms. Coffey stated that the Wyckoff Municipal Alliance is participating in a Town Hall Meeting Wellness Initiative for FLOW area parents called "Teenage Challenges; Promoting Wellness and Resiliency" on January 29, 2015 at 7:30 p.m. at Indian Hills High School. Speakers will be members of the police departments and mental health specialists. Counselors from the middle schools and high schools will also be present. Christian Health Care Center has been invited to provide mental health resources for this program. Steve Doocy from Fox News will be moderating the program.

Ms. Coffey reported that the Wyckoff Municipal Alliance in conjunction with the Board of Health will be sponsoring a program called the "Stanford Wellness Program" on nutrition. This would be a six week program between 6:30-8:00 p.m. (dates and location to be determined) provided by Balance and Thrive in Midland Park.

Report of the Board of Health President:

Ms. Hertenstein stated that she and Wendy Coffey are attempting to meet with committee persons from Park Ridge and Englewood regarding their Wellness Initiative programs after networking with them at a Wellness Initiative training session.

The rabies clinic will be held this Saturday, January 10, 2015 from 1-3 p.m. Volunteers are needed.

Report of the Health Officer:

Ms. Angela Musella, Health Officer, reviewed the NWBRHC December 2014 Activity Report (distributed and attached) as follows:

1. Five mandated establishment inspections were performed; all satisfactory.
2. One non-food related complaint and one food related complaint was received.
3. Four animal bites were reported.
4. Two cases of Lyme disease were reported.

New and Unfinished Business:

The Board of Health nominating committee consisting of Steve Clarke and Linda Brock nominated Carol Hertenstein for President of the Board of Health.

Motion: Brian Scanlan Second: Michael Sparozic

Roll Call Vote:

Brock Yes Clarke Yes Garbaccio Absent Hertenstein Yes

Spreen-Raffo Yes Morski Yes Scanlan Yes

The Board of Health nominating committee consisting of Steve Clarke and Linda Brock nominated Richard Morski, MD for Vice President of the Board of Health.

Motion: Michael Sparozic Second: Carol Hertenstein

Roll Call Vote:

Brock Yes Clarke Yes Garbaccio Absent Hertenstein Yes
Spreen-Raffo Yes Morski Yes Scanlan Yes

Brian Scanlan questioned Ms. Musella regarding the new Plan Review fee addendum to the 2015 contract. Ms. Musella stated that the attorney for NWBRHC has not gotten back to her regarding this fee. The next NWBRHC Commissioners' meeting will be held on January 26, 2015 and the subject will be discussed.

Ms. Hertenstein asked Ms. Musella if Donna Guy will be continuing as President of NWBRHC. Ms. Musella stated she will email Mr. Shannon and Mr. Scanlan when a new president has been selected following the Commissioner's meeting on January 26, 2015.

Ms. Hertenstein stated that the Wyckoff Family YMCA, CHCC, Van Dyk's Health Care, The Valley Hospital and Board of Health will be sponsoring a series entitled "Coping in a Changing World". The first of three sessions is called "Coping with Loss and Change" on January 13, 2015, from 7-9 pm in the lower level of the Wyckoff YMCA.

The Board of Health suggested requesting a discussion with Ridgewood Water officials at our next board meeting on February 12 regarding the water supply. Ms. Musella will make the request to Ridgewood Water and schedule the discussion.

Ms. Hertenstein would like to arrange a meeting with the new Wyckoff Volunteer Ambulance Corps president, Sue Hook, and board of health members who also serve on the ambulance corps regarding handling residents who are transported to the hospital by ambulance and are living in an unsafe environment. Ms. Hertenstein would like to discuss and review the process that should be followed in these types of situations.

Ms. Musella suggested investigating an informational program for the community given by the New Jersey Immunization Network. The board was in favor of moving forward with this program.

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

The Board of Health Meeting adjourned at 8:20 p.m.