

**BOARD OF HEALTH MEETING
WORK SESSION MEETING MINUTES
THURSDAY, APRIL 4, 2013**

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, David Klopp, DVM, Linda Brock, RN, Donna Garbaccio, RN, Michael Sparozic, R.PH, Marilyn Taylor, RN, Brian Scanlan, Township Committee Liaison

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

Wyckoff Municipal Alliance Chair in attendance: Wendy Coffey, MSW, LCSW

High School Liaison: Grace Tellado, Junior, Indian Hills High School

Absent: Richard Morski, MD, Steven Clarke, DC, and Member Emeritus: Tret Bushman, RN

Reading of the Open Public Meetings Act 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".

Approval of February 27, 2013 Special Meeting Minutes: Brian Scanlan, Township Committee Liaison, motioned and Donna Garbaccio, RN, seconded; Donna Garbaccio, RN and Brian Scanlan, Township Committee Liaison abstained; remaining members present voted affirmatively.

Approval of March 7, 2013 Regular Meeting Minutes: Marilyn Taylor, RN, motioned and Linda Brock, RN, seconded; Donna Garbaccio, RN and Brian Scanlan, Township Committee Liaison abstained; remaining members present voted affirmatively.

Report of the Board of Health President:

Ms. Hertenstein and Ms. Wendy Coffey, Chair of the Wyckoff Municipal Alliance, met with the Wyckoff Seniors at the Larkin House to publicize the upcoming collaborative program entitled “Wellness Initiative for Senior Education (WISE)” to be held April 17, April 25, May 2, May 9, May 15, and May 23 from 11 a.m. to 1 p.m. at the Wyckoff Library. The program was warmly received; approximately 80 seniors were present.

An appointment will be scheduled next week with Library Director, Ms. Risseuw and myself to do an additional walk-thru of the library facility to further clarify the needs of the Board of Health regarding the logistics for the fall Health Fair.

Ms. Hertenstein stated that the Board of Health and Wyckoff YMCA will be combining efforts to provide a health education program May 16, 7:00–8:30 p.m. at the YMCA entitled “Our Aging Parents – What a Caregiver Needs to Know”. The target audience is 40-60 year olds. The program format will consist of a panel including Dr. Leifer, Dr. Nanjiani, Denise Ratcliffe, Linda Witzal/geriatric pharmacist, a rehabilitation specialist from Van Dyk’s Assisted Living, an advanced practice nurse from Valley Hospital and representatives from Bergen County Cheer & Chore programs. Co-sponsorship allows the board to reach a larger audience with enhanced marketing opportunities. Pre-registration is required.

Ms. Hertenstein is seeking volunteers from the Board of Health to assist Ms. Coffey with setup and clean up for the WISE program.

Report of the Board of Health Secretary:

None

Report of Board Members:

None

Report of the Health Officer:

Ms. Musella reviewed the NWBRHC March 2013 Activity Report (distributed and attached) as follows:

1. Ms. Musella stated that seven mandated establishment inspections were performed; six were satisfactory with one conditional.
2. One temporary food handling license was issued to the Ramapo Bergen Animal Refuge for an event at Grace Methodist Church on 4/4/13.
3. One food related complaint and one non-food related complaints were received.

4. Ms. Musella stated that one animal bite was reported.
5. Three summonses were issued for failure to obtain 2013 licenses.
6. NWBRHC reported one case of Pertussis was reported.
7. NWBRHC reported zero cases of Lyme disease.
8. Ms. Musella reported a 3-hour ServSafe food handlers class was held and attended by two employees of Bourbon BBQ.

New and Unfinished Business:

Brian Scanlan stated that the Township would like to introduce an ordinance to ban smoking on all Township owned parks. The Recreation Board supports this ordinance and 25% of towns in New Jersey have this ordinance in place. When polled, all Board of Health members were in favor.

Grace Tellado, High School Liaison, stated she spoke with Indian Hills and was given permission to post information regarding recruiting volunteers for the upcoming Wyckoff Day at the Wyckoff YMCA and Health Fair and Influenza Prevention program through the school's Guidance Department.

Members in attendance voted yes to changing the regularly scheduled Board of Health meetings to the second Thursday of each month starting in September 2013. This will help alleviate a parking problem. Ms. Risseeuw will do a 48-hour notice and verify the West Wing Conference is available of the new dates.

Ms. Hertenstein stated the Board of Health section of the Wyckoff web site is in need of updating the health information. Michael Sporazic volunteered to take the lead on this project. Ms. Risseeuw will forward a Word version of the Board of Health section of the web site to members for review. Please forward any suggestions or changes to Mr. Sporazic.

Michael Sporazic motioned to close the Work session; seconded, Marilyn Taylor; all members present voting affirmatively.

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