

**BOARD OF HEALTH MEETING  
WORK SESSION MEETING MINUTES  
THURSDAY, JUNE 6, 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

**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 May 2, 2013 Regular Meeting Minutes:** Motion was made by David Klopp, DVM to move the approval of the May 2, 2013 minutes until the next regular or special work session meeting and Linda Brock, RN seconded.

**Report of the Board of Health President:**

Ms. Hertenstein stated the Board of Health co-sponsorship with the Wyckoff Family YMCA program "Our Aging Parents: What a Caregiver Needs to Know" on May 16, 2013 was a huge success. Over 100 people attended and pre-

registration had to be closed due to the overwhelming response. Much time and labor went into the planning of this event, but it was well received and a success. The topic was very well received by the 40-60 year old target age group.

Ms. Hertenstein hand wrote personalized thank you notes to all of the professional speakers at the "Our Aging Parents: What a Caregiver Needs to Know" from the Wyckoff Board of Health and Wyckoff Family YMCA.

Ms. Hertenstein stated that the Wyckoff Municipal Alliance 6-series WISE (Wellness Initiative for Senior Education) program chaired by Wendy Coffey and funded with a Bergen County grant was very successful. Attendees enjoyed the speaker, the Wyckoff Library venue was great and lunch was a nice touch. This program initiated community discussion and interaction. The attendees represented many different groups from the township. The attendees also expressed a desire for additional future programming.

Ms. Hertenstein stated that a budget proposal needs to be put together to present to the Township Committee to continue to provide the Wyckoff residents with high quality educational programming.

The Wyckoff Municipal Alliance is exploring the topic of substance abuse among the adult population for a future program co-sponsored with the Wyckoff Board of Health.

**Report of the Board of Health Secretary:**

None

**Report of Board Members:**

All members completed the Financial Disclosure statement required by the New Jersey Ethics Law. Members noted that completing the disclosure online was not compatible with Apple computers.

**Report of the Health Officer:**

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

1. Ms. Musella stated that eight mandated establishment inspections were performed; eight were satisfactory.
2. NWBRHC performed four plan reviews/consultations.
3. Two non-food related complaints were received.
4. One inquiry was received from the Board of Health regarding the licensing of

massage businesses.

5. One summons was issued.
6. Ms. Musella stated that five animal bites were reported.
7. NWBRHC reported zero cases of Pertussis were reported.
8. NWBRHC reported zero cases of Lyme disease.
9. Five people who work at businesses in Wyckoff attended the ServSafe food handlers classes.

**New and Unfinished Business:**

Ordinance #85 was introduced, read by title by Ms. Risseeuw, Board of Health Secretary and voted on as follows:

#85 – An Ordinance to Amend Chapter 194 of the Code of the Township of Wyckoff “Fees” Section 194-2 “Licensing Fees for the Sale of Food” to Modify Fees and Provide for New Fees in Connection With the Sale of Food

Motion: Brian Scanlan Second: Linda Brock, RN  
Hertenstein Yes Brock Yes Klopp Yes  
Garbaccio Yes Clarke Absent Morski Absent  
Sporazic (Alt #1) Yes Taylor (Alt #2) Yes Scanlan Yes

Second reading of Ordinance #85 will be held at a Special Meeting on Thursday, July 11, 2013.

Ms. Hertenstein reminded board members that the Health Fair and Influenza Prevention program will be held on Saturday, September 21, from 11 a.m. to 3 p.m. at the Wyckoff Library. The Midland Park Board of Health will be joining/contributing to the Board of Health for this program. Two planning sessions will be held over the summer. Donna Garbaccio will prepare the raffle baskets themed “Emergency Preparedness”. The Wyckoff Ambulance Corp will provide an emergency duffle bag for the raffle.

Ms. Hertenstein stated that Grace Tellado, Indian Hills High School Liaison, reached out to Cathy Pilone, Christian Health Care Center, regarding a poster on mental health for Wyckoff Day.

Mike Sporazic will send out an updated version of the Wyckoff Board of Health website for members to review.

Board of Health input has been requested from Charlie Van Dyk, Wyckoff Police Department Office of Emergency Management regarding the 2014 Calendar ("Emergency Preparedness"). The Board of Health will provide information for one month entitled "Are you Ready".

Brian Scanlan motioned to close the Work session; seconded, Linda Brock, RN; all members present voting affirmatively.

The Board of Health Meeting adjourned at 9:15 p.m.