

**BOARD OF HEALTH MEETING
WORK SESSION MEETING MINUTES
THURSDAY, JANUARY 3, 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, Richard Morski, MD, Steven Clarke, DC, 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 (NWRHC), Cindy Risseeuw, Secretary

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

Absent: 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 December 6, 2012 Special Meeting Minutes: Linda Brock, RN motioned and Steven Clarke, DC seconded; remaining members present voted affirmatively.

Report of the Board of Health President:

Ms. Hertenstein welcomed new Board of Health member Marilyn Taylor, RN; introductions of all Board of Health members were made.

Ms. Hertenstein reminded all members to submit their volunteer hours which were incurred during Hurricane Sandy to Ms. Risseeuw as soon as possible.

Ms. Hertenstein notified Board of Health members that the February 7, 2013 meeting will begin at 7:00 p.m. due to a guest speaker from the Bergen County Board of Social Services. An invitation will be sent to members of the Wyckoff Ambulance Corp.,

Wyckoff Fire Department, and Wyckoff Police Department. Ms. Coffey stated that questions should be prepared that apply to the needs of our Township residents (such as criteria needed before calling Adult Protective Services, transportation options with and without financial ability to pay, oxygen resources, and assistance for seniors who have no family). Ms. Hertenstein thanked Wendy Coffey for arranging this meeting.

Ms. Risseeuw opened the floor to nominations for President of the Board of Health. Linda Brock, RN nominated Carol Hertenstein, RN as Board of Health President.

Motion: Linda Brock Second: Richard Morski, MD

Roll Call Vote:

Brock Yes Clarke Yes Garbaccio Yes Hertenstein Yes
Klopp Yes Morski Yes Scanlan Yes

Ms. Hertenstein accepted the office of Board of Health President with the support and volunteer assistance from all members of the Board of Health.

Ms. Risseeuw opened the floor to nominations for Vice President of the Board of Health. Steve Clarke, DC nominated Richard Morski, MD as Board of Health Vice President.

Motion: Linda Brock Second: Steve Clarke

Roll Call Vote:

Brock Yes Clarke Yes Garbaccio Yes Hertenstein Yes
Klopp Yes Morski Yes Scanlan Yes

Dr. Morski accepted the position of Vice President.

Ms. Hertenstein reported that approval was received from the Wyckoff Library for use of the Shotmeyer and Monroe rooms for the Saturday, October 5, 2013 Annual Health Fair and Influenza Prevention program; time of event to be determined. The Board of Health also renewed the use of the Monroe Room for the next six months for the Wyckoff Health Program on the 2nd and 4th Tuesday of every month from 12:30 – 2:30 p.m.

Ms. Hertenstein stated that the January Wyckoff Health Program will be held on January 8 and 22 in the Monroe Room of the Wyckoff Library from 12:00 to 2:00 p.m. The nurse will be taking blood pressure only; no health education will be available.

The February Wyckoff Health Program will consist of one themed program, “Healthy Heart Month” on February 12, 2013 from 1:30-2:30 p.m. in the Monroe Room of the Wyckoff Library, 200 Woodland Avenue (an elevator is available); no blood pressure screenings will be done at this program. Ms. Musella will write the e-blast and web site information for the “Healthy Heart Month” program.

Ms. Hertenstein stated that the Wyckoff Health Program has been undergoing a trial period at its new location and day/time. Results of this trial period from September through December 2012 indicate that the same 5-10 residents attend this program, all of whom attend their physicians regularly and have their blood pressure taken at their doctor's office. These residents show no interest in the health education presented and refuse to attend. The Wyckoff Board of Health would like to continue its mission to provide health education to its residents; possible options are themed programs (like the one in February 2013 – Healthy Heart Month) to be held several months throughout the year. Further discussion will continue on this subject.

Report of the Board of Health Secretary:

None

Report of Board Members:

None

Report of the Health Officer:

Ms. Musella reviewed the NWBRHC December 2012 Activity Report (distributed and attached) as follows:

1. Ms. Musella reported that the supplies for the January 12, 2013 Rabies Prevention Program were ordered. The Municipal Clerk's office received the supplies and Carol Tyler (TYCO) ordered the syringes which are no longer provided to municipalities free of charge from the New Jersey Department of Health due to state-wide decrease in dog license revenues, staff reductions and rising costs.
2. Ms. Musella stated that 14 mandated establishment inspections were performed; one was conditional.
3. NWBRHC issued zero Temporary/Special Event Food Licenses in the month of December.
4. NWBRHC received two non-food related complaints in December.
5. Ms. Musella stated that one animal bite was reported.
6. NWBRHC reported that there were zero reported cases of Lyme disease in December; total for 2012 is 11. Eighteen cases were reported in 2010 and 19 cases in 2011.
7. NWBRHC reported one case of Pertussis was reopened.

8. December 11, 2012 Wyckoff Health Program – Nine residents had their blood pressure checked.

New and Unfinished Business:

Per Ms. Hertenstein, the Board of Health would like to investigate the possibility of joining forces with the Wyckoff YMCA and Wyckoff Ambulance Corp. who provide blood pressure screenings to YMCA members 2 ½ hours once a month at the Wyckoff YMCA. Mr. Scanlan will look into the possibility of combining these resources at the Wyckoff YMCA.

Ms. Hertenstein reminded members to save the date for the YMCA Wyckoff Day on June 8, 2013; volunteers will be needed to staff the Board of Health booth. Ms. Hertenstein stated that our focus should be on Emergency Preparedness (encouraging elderly residents and residents with special needs to complete the Township Special Needs Survey which is maintained by the Wyckoff Police Department, register for emergency alerts including reverse 911 telephone calls, text messaging, receiving e-mail notices and “friending” the Wyckoff NJ OEM Facebook page).

The following members volunteered to assist at the January 12, 2013 Rabies Prevention Program: Linda Brock, Steve Clarke, Donna Garbaccio, Mike Sparozic, Marilyn Taylor and Cindy Risseeuw.

Linda Brock, RN motioned and Steven Clarke, DC seconded to adjourn the Work Session.

The Board of Health Meeting adjourned at 9:05 p.m.