

**BOARD OF HEALTH MEETING  
WORK SESSION MEETING MINUTES  
THURSDAY, OCTOBER 10, 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, Marilyn Taylor, RN

**Staff in attendance:** Gail Brunner, REHS, Northwest Bergen Regional Health Commission (NWBRHC), Cindy Risseeuw, Secretary

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

**High School Liaison:** Grace Tellado, Senior, Indian Hills High School

**Absent:** Richard Morski, MD, Steven Clarke, DC, Donna Garbaccio, RN, Michael Sparozic, R.PH, Brian Scanlan, Township Committee Liaison 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 September 12, 2013 Regular Meeting Minutes:** Motion was made by Marilyn Taylor, RN, to move the approval of the September 12, 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 that the Wyckoff Board of Health will be co-sponsoring a

second session in the series, "Care Conversations: Our Aging Parents – Family Dynamics" on Tuesday, November 12, 2013 from 7:00 – 8:30 p.m. at the Wyckoff Family YMCA, Lower Level PR5. Arrangements have been made to hold this session in the larger gym of the YMCA allowing for an unlimited amount of registrants (due to the overwhelming success of the first program and size of the room, registration for the first session had to be cut off at 100 attendees).

The September 21, Health Fair and Influenza Prevention Program, was well attended and the flu vaccine numbers were good (numbers will be forthcoming from NWBRHC). Approximately 25 participants setup health education displays, creating a high quality health education experience for all that attended. Linda Brock, RN, took over 50 blood pressures. Chair yoga instructed by Dawn DiMauro, DC, Midland Park Board of Health, was well received. The Wyckoff Board of Health received a check from the Midland Park Board of Health in the amount of \$250 to be used toward the health fair expenses.

Ms. Hertenstein will meet with Brian Scanlan before the first of the year to put together a 2014 Board of Health budget for the Township Committee to review.

Ms. Risseeuw will speak with Joyce Santimauro regarding the health advisory received from the Bergen County Department of Health regarding availability of the rabies vaccine for January 2014.

**Report of Board Members:**

None

**Report of the Health Officer:**

Ms. Gail Brunner, REHS, reviewed the NWBRHC September 2013 Activity Report (distributed and attached) as follows:

1. Ms. Brunner stated that nine mandated establishment inspections were performed; all were satisfactory.
2. Two Temporary/Special Event food licenses were issued; St. Elizabeth's Oktoberfest and Wyckoff Fire Department Ladies Auxiliary Fish and Chips dinner.
3. Five non-food related complaints and one food related complaint was received.
4. NWBRHC received one inquiry from the Board of Health.
5. Health information regarding flu/preventing the spread of the flu was sent to school nurses via email.

6. NWBRHC reported zero cases of Pertussis.
7. NWBRHC reported four cases of Lyme disease and one case was reopened; total 2013 reported cases are 22.

**New and Unfinished Business:**

Grace Tellado is working with Cathy Pilone, RN, MSN, NEA-BC, VP/Administrator of Mental Health Services, Ramapo Ridge Psychiatric Hospital at the Christian Health Care Center (CHCC), to conduct a Mental Health First Aid certification program at Indian Hills High School as part of her Girl Scout Gold Award. This program is designed to educate teens who encounter other teens who have mentioned mental health problems; this program is similar to Cardiac Pulmonary Resuscitation (CPR) certification training. Care Plus is the first New Jersey licensed facility which can offer this program. There is a scheduled program in March of 2014 in their Paramus, NJ location, cost \$150 for a two-day class, limit 25 attendees, individual groups and townships can request training.

Grace Tellado has several teenage mental health website links she would like to have added to the township website, such as the Trevor Project and Write Love on Her Arm. The board members suggested that it may be more appropriate to have them available on the Wyckoff Municipal Alliance section of the township website. Discussion will follow with Wendy Coffey, Wyckoff Municipal Alliance chairperson.

Ms. Brunner asked board members if there would be an interest by the Board of Health to have Anita Touloughian, NWBRHC intern who is working toward her Master's Degree, do a 15-minutes presentation as part of her community service on the topic of fracking. All members present were interested.

Ordinance #86 was introduced, read by title by Ms. Risseeuw, Board of Health Secretary and voted on as follows:

#86 – 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 Increase Fees and Provide for New Fees in Connection With the Sale of Food, and to reorganize Chapter 194 by adding a new Section 194-3 “Licensing Fees for Operation and Conduction of Business Activities that required Public Health Inspections”.

Motion: Carol Hertenstein, RN      Second: David Klopp, DVM  
Hertenstein Yes    Brock Yes    Klopp Yes  
Garbaccio Absent    Clarke Absent    Morski Absent  
Sparozic (Alt #1) Absent    Taylor (Alt #2) Yes    Scanlan Absent

Second reading of Ordinance #86 will be held at a Regular Meeting on Thursday, November 14, 2013.

Ms. Hertenstein presented the idea of conducting the 2014 annual health fair once again on a Saturday (possibly in the spring) and conducting a separate flu prevention program in the fall of 2014. The Wyckoff YMCA has expressed an interest in possibly collaborating on a 2014 health fair at the YMCA site.

Dr. Klopp motioned to close the Work session; seconded, Marilyn Taylor, RN; all members present voting affirmatively.

The Board of Health Meeting adjourned at 8:35 p.m.