

**BOARD OF HEALTH MEETING  
PUBLIC WORK SESSION MEETING MINUTES  
THURSDAY, MAY 8, 2014**

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, Steven Clarke, DC, Richard Morski, MD, Linda Brock, RN, Donna Garbaccio, RN, Wendy Coffey, MSW, LCSW, Municipal Alliance Chair, 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:** Michael Sparozic, R.PH

**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. A least 48 hours prior to this meeting the Agenda thereof was similarly posted, file and mailed to said newspapers. Formal action may be taken at this meeting.

**Approval of March 13, 2014 Public Business Meeting and Public Work Session Minutes:** Linda Brock, RN, motioned and Donna Garbaccio, RN seconded; Dr. Morski abstained; remaining members present voted affirmatively.

**Approval of April 10, 2014 Public Business Meeting and Public Work Session Minutes:** Donna Garbaccio, RN, motioned and Linda Brock, RN seconded; Brian Scanlan abstained; remaining members present voted affirmatively.

**No members of the public were present.**

### **Report of Board Members:**

Brian Scanlan reported that last night's program at Ramapo High School regarding the heroin epidemic was well done. Mr. Scanlan commended Wendy Coffey on organizing the program and stated the police officers were very good and kept the program interesting. Mr. Scanlan took away from the event that heroin addiction often starts with prescription pain medication and escalates to heroin when prescriptions are no longer obtainable and cost of prescriptions becomes too expensive.

Brian Scanlan noted that the 2015 township calendar theme will be drug and alcohol resource guide and healthy families. The Board of Health will help by addressing the healthy family theme.

Ms. Coffey stated that on May 15, 2014 from 7-8:30 p.m. at the Christian Healthcare Center the Bergen County Department of Health Services will be presenting a program on drug and alcohol dependency featuring two recovering female speakers from the Spring House rehabilitation center.

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

The next Care Conversations program will be held May 20, 2014 from 7-9 p.m. at the Wyckoff YMCA and will address Mental Health and the Aging.

Ms. Hertenstein reminded members that on June 7, 2014 the Board of Health will be participating in the YMCA Wyckoff Day; theme is summer health and safety.

### **Report of the Health Officer:**

Ms. Musella reviewed the NWBRHC April 2014 Activity Report (distributed and attached) as follows:

1. Ms. Musella stated that 13 mandated establishment inspections were performed; all satisfactory.
2. One Temporary Food Handler licenses was issued; Abundant Life Church pancake breakfast.
3. Four non-food related complaints were received.
4. Ms. Musella stated one animal bite was reported.
5. One employee from Waldwick Prime Meats attended the 3-Hour ServSafe course.

### **New and Unfinished Business:**

Ms. Hertenstein stated that the 2014 Health Fair and Influenza Prevention Program will be held on Saturday, October 11 at the lower level of the Wyckoff Library. Letters to participants will be sent in June 2014.

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.”

Brian Scanlan motioned to close the Public Work session; seconded, Dr. Morski; all members present voting affirmatively.

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