

**BOARD OF HEALTH MEETING  
PUBLIC WORK SESSION MEETING MINUTES  
THURSDAY, DECEMBER 11, 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, Richard Morski, MD, Wendy Coffey, MSW, LCSW, Municipal Alliance Chair, Donna Garbaccio, RN, Michael Sparozic, R.PH, 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:** Steven Clarke, DC, Linda Brock, RN

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

**Approval of November 13, 2014 Regular Meeting and Work Session Minutes with spelling correction:**

Michael Sparozic, R.PH motioned and Dr. Morski seconded; remaining members present voted affirmatively.

**Member of the public present:**

Bob Harz, Wyckoff Seniors

**Report of Board Members:**

Ms. Coffey reported that the Wyckoff Municipal Alliance in conjunction with the Board of Health is considering sponsoring a program called the "Stanford

Wellness Program” on nutrition. This would be a six week program between 6:30-8:00 p.m. (dates to be determined) provided by Balance and Thrive in Midland Park. A motion was made by Dr. Morski and seconded by Donna Garbaccio, RN to proceed with this program.

Ms. Coffey stated that the Wyckoff Municipal Alliance is working on a Wellness Initiative called “Teenage Challenges; Promoting Wellness and Resiliency” on January 29, 2015 at 7:30 p.m. at Indian Hills High School. Speakers will be members of the police departments and mental health specialists. Counselors from the middle schools and high schools will also be present. Christian Health Care Center has been invited to provide mental health resources for this program.

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

Ms. Hertenstein stated that four of NWBRHC’s towns applied for the Bergen Count Wellness Initiative sponsored by the Bergen County Department of Health and Human Services. Franklin Lakes started their wellness initiative involving their mayor along with the Wyckoff Family YMCA. Brian Scanlan will present this material to the Township Committee. A suggestion was made that the Wyckoff Board of Health connect with the Recreation Department and hold an event at the new Russell Farm Community Park. This program is designed to bring health and wellness to our organization and community.

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

Ms. Angela Musella, Health Officer, reviewed the NWBRHC November 2014 Activity Report (distributed and attached) as follows:

1. Fourteen mandated establishment inspections were performed; one was satisfactory on re-inspection.
2. One Temporary Food Handler License was issued to a vendor.
3. One non-food related complaint was received.
4. Three animal bites were reported.

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

Brian Scanlan questioned Ms. Musella regarding the new Plan Review fee addendum to the 2015 contract. Ms. Musella stated that the attorney for NWBRHC is checking into the legality of this fee. The plan review performed by NWBRHC encompasses reviewing commercial sinks, ventilation, grease traps and placement of oven by refrigerators. Ms. Musella will respond to the Board of Health following discussions with the NWBRHC Commissioners.

Ms. Hertenstein stated that the Wyckoff Family YMCA, CHCC, Van Dyk's Health Care, The Valley Hospital and Board of Health will be sponsoring a series entitled "Coping in a Changing World". The first of three sessions is called "Coping with Loss and Change" on January 13, 2015, from 7-9 pm in the lower level of the Wyckoff YMCA. Ms. Risseuw will distribute flyers to local and regional high schools, various Town Hall locations, township website, township e-blast and Wyckoff Library.

Dr. Cassell, founder of the Bergen County Volunteer Initiative (BCVI), spoke to the Board of Health regarding the mission and goals of this program. The BCVI provides free primary and preventative medical care to Bergen County working residents who have no insurance and have incomes between 100-350% of the Federal income poverty guideline. In addition to providing needed health care, BCVI helps reduce the number of patients going to the Emergency Rooms and helps save taxpayer dollars. BCVI has seen an increase in the number of patients as a result of the Affordable Care Act. Dr. Cassell is looking for volunteers to assist with this program.

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."

Michael Sparozic, R.PH motioned to close the Public session; seconded, Brian Scanlan; all members present voting affirmatively.

The Board of Health Meeting adjourned at 8:40 p.m.