

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, SEPTEMBER 8, 2016**

Carol Hertenstein, President of the Board of Health (BOH) called the Board of Health meeting to order at 7:30 p.m. in the second floor west wing conference room.

Carol Hertenstein led the Pledge of Allegiance.

Members in attendance: Carol Hertenstein, RN, Richard Morski, MD, Steven Clarke, DC, Linda Brock, RN, Donna Garbaccio, RN, Michael Sparozic, R.PH, Lynne Spreen-Raffo, RN, Brian Scanlan, Township Committee Liaison

Staff in attendance: Cindy Risseeuw, Secretary; Bergen County Department of Health (BCDOH) Staff: Lauren Meeker, REHS and Tom Longo, REHS

Absent: Wendy Coffey, MSW, LCSW, Municipal Alliance Chair

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 June 9, 2016 Public Business Meeting and Public Work Session Minutes with one minor correction:

Linda Brock motioned and Donna Garbaccio seconded; Wendy Coffey abstained; all remaining members present voted affirmatively.

Report of Board Members:

Donna Garbaccio attended the First Aid Mental Health training for adults in Hackensack.

The Board of Health Stigma Free program will be sponsoring the Youth First Aid Mental Health training at a cost of \$125 per person. Funds were raised by the Faith Community Church Battle of the Bands event. Board of Health members are invited to attend the Stigma Free meetings. The next meeting will be

Thursday, September 22 at Christian Healthcare Center, Commons Room from 3:30 – 4:30 pm.

Report from the Health Officer:

Marjorie Vanacore, REHS reviewed the BCDOH June, July and August 2016 monthly reports and reportable diseases as well as the Sanitary Inspector's Report with the board.

Ms. Vanacore reported Bergen County has received 4,000 stagnant water complaints which have assisted in their effort to reduce potential mosquito-borne illness issues. Donna Garbaccio has requested a report from Bergen County Mosquito Control regarding the treatment and follow-up of properties in Wyckoff treated for stagnant water. Marjorie Vanacore will provide the information.

New and Unfinished Business:

Ms. Hertenstein informed the Board of Health that Wendy Coffey has resigned as the Municipal Alliance Chair.

The Mayor's Wellness Campaign had no activity during the summer.

H.A.P.P.Y. Week (Heroin Addiction Prevents People's Years) created by Northern Highlands Regional High School sophomore, Stephanie Reifman, as her Girl Scout Gold Award. Brian Scanlan would like a similar program at Indian Hills High School. Brian Scanlan has a speaker available and has volunteered to organize the event himself.

Discussion continued regarding the annual influenza prevention program. A decision was made by the Board of Health eliminate the health fair this year due to lack of attendance and the availability of flu vaccines at most pharmacies and primary care physicians; however, influenza prevention education will be a priority. As an alternative to the health fair, the Board conducted multiple health education programs such as Care Conversations which resulted in a higher attendance and dissemination of educational material.

Ms. Risseeuw was asked by the Board to contact the local pharmacies to request proposals for administering the flu vaccine to Township employees, DPW, Fire Department, Ambulance Corps, and CERTs. Proposals were received from three of the four pharmacies contacted by the requested deadline. The Board selected Walgreens based on the convenience being provided to employees/volunteers and cost per vaccine. A motion was made by Carol Hertenstein and seconded by Michael Sparozic to select Walgreens; all members present voted affirmatively.

The flu vaccine will be administered to Township employees and first responders on Wednesday, October 5 from 4:30 – 7:30 pm at Fire Company #1.

Marjorie Vanacore will check with the BCDOH to see if the Health Annex has

been updated to reflect the change to BCDOH services.

Donna Garbaccio has requested from Marjorie Vanacore pamphlets and a possible speaker on the subject of Lyme disease for Indian Hills High School.

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.”

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

The Board of Health Meeting adjourned at 8:15 p.m.