

**BOARD OF HEALTH MEETING
PUBLIC WORK SESSION MEETING MINUTES
THURSDAY, NOVEMBER 14, 2019**

Linda Brock, Member 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.

Linda Brock led the Pledge of Allegiance.

Members in attendance: Donna Garbaccio, RN, Lynne Spreen-Raffo, RN, Michael Sparozic, R.PH, Sau Yan Yee, MD, Linda Brock, RN

Staff in attendance: Cindy Risseeuw, Secretary; Bergen County Department of Health (BCDOH) Staff: Michelle Delyannis, Registered Environmental Health Specialist (REHS)

Absent: Steven Clarke, DC, Devaleena Sen, R.PH and Melissa Rubenstein, Township Committee Liaison

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 October 10, 2019 Public Business Meeting and Public Work Session Minutes:

Michael Sparozic motioned and Lynne Spreen-Raffo seconded; all members present voted affirmatively; Donna Garbaccio and Dr. Yee abstained.

Report of REHS:

Michelle Delyannis reviewed the REHS report and logs.

Report of Board Members:

None.

New and Unfinished Business:

New Business

Linda Brock introduced Ordinance #95 – An Ordinance to Supplement 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 Preparation and Sale of Food.

Motioned: Michael Sparozic Seconded: Linda Brock

Clarke: Absent Garbaccio: Yes Yee: Yes Sparozic: Yes
Spreen-Raffo: Yes Brock (Alt #1): Yes
Sen (Alt #2): Absent Rubenstein: Absent

Linda Brock introduced Ordinance #96 – An Ordinance to Supplement Chapter 193 of the Code of the Township of Wyckoff, “Wildlife Feeding” Sections 193-2, 193-4 to Establish Further Prohibitions to Wildlife Feeding

Motioned: Michael Sparozic Seconded: Linda Brock

Clarke: Absent Garbaccio: Yes Yee: Yes
Sparozic: Yes Spreen-Raffo: Yes Brock (Alt #1): Yes
Sen (Alt #2): Absent Rubenstein: Absent

Ms. Spreen-Raffo asked the BOH if the Board of Education was aware of the free programs/resources available from the BCDOH regarding the issue of vaping. Ms. Garbaccio stated that the Board of Education was aware of the available resources.

Ms. Brock attended a training session on how to better care for those in need presented by New Hope Community Ministries at the Cedar Hill Reformed Church on November 5, 2019. Ms. Brock handed out resources to BOH members; although many of the resources apply to Passaic County residents, some resources are available to residents of New Jersey.

Ms. Garbaccio stated that she is no longer able to attend the Stigma Free meetings at the Christian Healthcare Center (CHCC). Ms. Brock stated she would attempt to attend the Stigma Free meetings whenever feasible and represent the BOH.

Ms. Risseeuw informed the Board Members that the BCDOH will be having a kickoff meeting for the 2020 Wellness Challenge on Monday, November 18, 2019 at 1:00 pm at the Parsons Pond Building in Franklin Lakes. Ms. Risseeuw asked if any BOH members would be interested in taking on this responsibility; however, due to current work commitments, no BOH members are available during daytime hours.

Old Business

Walgreen’s administered 52 flu vaccines to Township of Wyckoff Employees and First Responders on Monday, October 21, 2019 at Company #1 Firehouse. Thank you to Lynne Spreen-Raffo, Devaleena Sen, Linda Brock and Cindy Risseeuw who volunteered at the flu clinic to assist at the event.

Members were reminded 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.”

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

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