

**TOWNSHIP OF BERNARDS
BOARD OF HEALTH
REORGANIZATION MEETING MINUTES
JANUARY 12, 2017**

Call To Order

Deirdre Vogel, Board of Health Secretary, called the meeting to order at 8:15 PM at the Board of Health Building, 262 South Finley Avenue, Basking Ridge, NJ, and read the open public meetings statement in accordance with the law.

Roll Call

Present: Jennifer Asay, Dr. Mona Birk, Joan Harris, Dr. Elizabeth Korn,

Absent: Carol Bianchi, Dr. Christopher Hunt, Dr. John Salaki

Also Present: Lucy A. Forgione, Health Officer; Attorney Paula J. DeBona, Esq. and Deirdre Vogel, Recording Secretary

Dr. Korn nominated Jennifer Asay to chair the meeting in the absence of Dr. Salaki. Dr. Birk seconded the nomination.

Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Public Comment:

None

Staff Comment:

Lucy Forgione wished everyone a Happy New Year.

Oath of Office:

Jennifer Asay and Dr. Elizabeth Korn were sworn in as members of the Bernards Township Board of Health, by the Board Attorney, Paula J. DeBona.

Election of Officers – Office of the President for 2017

Dr. Salaki was nominated by Joan Harris for the position of President of the Board of Health.

Dr. Korn seconded the nomination.

Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Office of Vice President for 2017

Jennifer Asay was nominated by Joan Harris for the position of Vice President of the Board of Health.

Dr. Birk seconded the nomination.

Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Reorganization Assignments For 2017:

- Boarding Houses for children, day camps, boarding camps and communicable disease -
Dr. John Salaki
- Eating Establishments, food retailers, schools – Jennifer Asay
- Liaison with Sewerage Authority – Carol Bianchi

- Health Program Coordinator, Environmental Protection- Dr. Mona Birk
- Landfill, water, septic system and wells – Dr. Christopher Hunt
- Rabies Control – Joan Harris
- Vital Statistics – Dr. Elizabeth Korn
- Personnel Committee - President of the Board of Health and two (2) Members – Dr. Elizabeth Korn & Dr. Christopher Hunt

Motion was made by Joan Harris, seconded by Dr. Birk to approve reorganization assignments.
 Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Schedule of Board Of Health Meetings for 2016:

| | | |
|--------------------|---------------------------------------|------------------|
| JANUARY 12, 2017 | FEBRUARY 16, 2017 (Annual Meeting) | MARCH 16, 2017 |
| APRIL 13, 2017 | MAY 11, 2017 | JUNE 15, 2017 |
| SEPTEMBER 14, 2017 | OCTOBER 12, 2017 | DECEMBER 7, 2017 |

A motion was made by Dr. Korn to accept the dates for the Board of Health Meetings for 2017, seconded by Dr. Birk.

Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Official Newspapers

Vice President Jennifer Asay, declared that the Bernardsville News be named the official newspaper, with the secondary newspapers being the Courier News, Somerville, and the Daily Record of Morristown.

A motion was made by Joan Harris, seconded by Dr. Korn to accept the declaration of newspapers as presented.

Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 1:17- Authorizing the award of a Professional Services Contract for Legal counsel to Paula J. DeBona, Esq.

A motion to adopt Resolution BH 1:17 was made by Dr. Korn, seconded by Dr. Birk.

Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 2:17

Resolution of Appointment by the Board of Health that the following appointments are hereby made:

- Lucy A. Forgione, Health Officer/Health Educator/Youth Services Coordinator/ Registrar of Vital Statistics
- Deirdre Vogel, Board of Health Secretary/Deputy Registrar of Vital Statistics
- Gindy McCarthy, Alternate Deputy Registrar of Vital Statistics
- Tricia Cowell, Senior Environmental Health Specialist
- Vacant, Registered Environmental Health Specialist
- Vanessa Freire, Registered Environmental Health Specialist I
- Kaitlin Kordusky, Health Educator/Community Program Coordinator

Cheryl Komline, Health Educator/Youth Services Coordinator Assistant/Public Health Nutritionist

A motion to adopt Resolution 2:17 was made by Dr. Birk, and seconded by Joan Harris.
Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 3:17– Authorizing the Health Officer to apply for any and all grants that are in the best interest of the Board of Health.

A motion to adopt Resolution 3:17 was made by Dr. Korn, and seconded by Joan Harris.
Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 4:17 – Authorizing the Health Officer to execute contracts with providers.

A motion to adopt Resolution 4:17 was made by Dr. Birk, and seconded by Joan Harris.
Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 5:17 – Authorizing the award of a Professional Services Contract to the VNA of Somerset Hills.

A motion to adopt Resolution 5:17 was made by Joan Harris, and seconded by Dr. Birk.
Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 6:17 – Adoption of the Bernards Township Employee Handbook.

A motion to adopt Resolution 6:17 was made by Dr. Birk, and seconded by Joan Harris.
Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

Resolution BH 7:17 - Authorizing the award of a Professional Services Contract to Vesna Nikodijevic, M.D.

A motion to adopt Resolution 7:17 was made by Dr. Korn, and seconded by Dr. Birk.
Roll Call: Jennifer Asay – Yes, Dr. Birk – Yes, Joan Harris – Yes, Dr. Korn – Yes

There being no further business to discuss, a motion was made by Jennifer Asay and seconded by Dr. Birk to adjourn meeting at 8:22PM. All were in favor.

Respectfully Submitted,

Deirdre Vogel, Board of Health Secretary