

**TOWNSHIP OF BERNARDS
BOARD OF HEALTH
REORGANIZATION MEETING MINUTES
JANUARY 18, 2018**

Call To Order

Deirdre Vogel, Board of Health Secretary, called the meeting to order at 8:02 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 (via phone), Jim Baldassare, Dr. Elizabeth Korn (via phone),
Dr. John Salaki, Nick Xu (8:08)

Absent: Dr. Mona Birk, Joan Harris

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

Public Comment:

None

Staff Comment:

Lucy Forgione thanked the board members joining the meeting by telephone.

Oath of Office:

Jim Baldassare was sworn in as a member of the Bernards Township Board of Health, by the Board Attorney, Paula J. DeBona.

Election of Officers – Office of the President for 2018

Dr. Salaki was nominated by Dr. Korn for the position of President of the Board of Health. Jennifer Asay seconded the nomination.

Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Office of Vice President for 2018

Jennifer Asay was nominated by Dr. Korn for the position of Vice President of the Board of Health.

Jim Baldassare seconded the nomination.

Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Nick Xu was sworn in as a member of the Bernards Township Board of Health, by the Board Attorney, Paula J. DeBona.

Reorganization Assignments For 2018:

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

Motion was made by Jim Baldassare seconded by Jennifer Asay to approve reorganization assignments.

Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

Schedule of Board Of Health Meetings for 2016:

JANUARY 18, 2018 (Regular & Reorg.)	FEBRUARY 15, 2018 (Annual Meeting)	MARCH 15, 2018
APRIL 12, 2018	MAY 17, 2018	JUNE 14, 2018
SEPTEMBER 13, 2018	OCTOBER 11, 2018	DECEMBER 6, 2018

A motion was made by Jim Baldassare to accept the dates for the Board of Health Meetings for 2018, seconded by Jennifer Asay. All were in favor.

Official Newspapers

President John Salaki, MD, declared that the Bernardsville News be named the official newspaper, with the secondary newspapers being the Courier News of Bridgewater, and the Daily Record of Morristown.

A motion was made by Jim Baldassare, seconded by Jennifer Asay to accept the declaration of newspapers as presented. All were in favor.

Resolution BH 1:18- Authorizing the award of a Professional Services Contract for Legal counsel to Paula J. DeBona, Esq.

A motion to adopt Resolution BH 1:18 was made by Jennifer Asay, seconded by Jim Baldassare. Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

Resolution BH 2:18

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

A motion to adopt Resolution 2:18 was made by Dr. Korn, and seconded by Jennifer Asay.
Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick
Xu - Yes

Resolution BH 3:18– 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 3:18 was made by Jim Baldassare, and seconded by Jennifer Asay.
Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick
Xu - Yes

Resolution BH 4:18 – Authorizing the Health Officer to execute contracts with providers.

A motion to adopt Resolution 4:18 was made by Jennifer Asay, and seconded by Dr. Korn.
Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick
Xu - Yes

Resolution BH 5:18 – Authorizing the award of a Professional Services Contract to the VNA of
Somerset Hills.

A motion to adopt Resolution 5:18 was made by Dr. Korn, and seconded by Jennifer Asay.
Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick
Xu - Yes

Resolution BH 6:18 – Adoption of the Bernards Township Employee Handbook.

A motion to adopt Resolution 6:18 was made by Jennifer Asay, and seconded by Dr. Korn.
Roll Call: Jennifer Asay – Yes, Jim Baldassare – Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick
Xu - Yes

There being no further business to discuss, a motion was made by Jim Baldassare and seconded
by Dr. Korn to adjourn meeting at 8:16PM. All were in favor.

Respectfully Submitted,

Deirdre Vogel, Board of Health Secretary