

**TOWNSHIP OF BERNARDS  
BOARD OF HEALTH  
REORGANIZATION MEETING MINUTES  
JANUARY 17, 2019**

**Call To Order**

Deirdre Vogel, Board of Health Secretary, called the meeting to order at 8:06 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  
Dr. John Salaki, Nick Xu

Absent: Dr. Christopher Hunt

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

**Public Comment:**

None

**Staff Comment:** Lucy Forgione wished a Happy New Year to all.

**Oath of Office:**

Dr. Mona Birk, Joan Harris and John Salaki, MD were sworn in as members of the Bernards Township Board of Health, by the Board Attorney, Paula J. DeBona, Esq.

**Election of Officers – Office of the President for 2019**

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

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Office of Vice President for 2019**

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

Dr. Korn seconded the nomination.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Reorganization Assignments For 2019:**

- 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 – Joan Harris
- Rabies Control – Dr. Christopher Hunt
- Vital Statistics – Dr. Elizabeth Korn
- Personnel Committee - President of the Board of Health and two (2) Members – Dr. Elizabeth Korn & Jennifer Asay

A motion was made by Dr. Birk, seconded by Joan Harris to approve reorganization assignments.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

#### **Schedule of Board Of Health Meetings for 2019:**

JANUARY 17, 2019 (Regular & Reorg.)	FEBRUARY 14, 2019 (Annual Meeting)	MARCH 14, 2019
APRIL 11, 2019	MAY 16, 2019	JUNE 23, 2019
SEPTEMBER 12, 2019	OCTOBER 17, 2019	DECEMBER 5, 2019

A motion was made by Jennifer Asay to accept the dates for the Board of Health Meetings for 2019, seconded by Dr. Birk.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

#### **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 Dr. Korn, seconded by Dr. Birk to accept the declaration of newspapers as presented.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Resolution BH 1:19-** Authorizing the award of a Professional Services Contract for Legal counsel to Paula J. DeBona, Esq.

A motion to adopt Resolution BH 1:19 was made by Dr. Birk, seconded by Joan Harris.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

#### **Resolution BH 2:19**

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

A motion to adopt Resolution 2:19 was made by Dr. Korn, seconded by Dr. Birk.  
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Resolution BH 3:19**– 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 3:19 was made by Jennifer Asay, seconded by Joan Harris.  
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Resolution BH 4:19** – Authorizing the Health Officer to execute contracts with providers.

A motion to adopt Resolution 4:19 was made by Joan Harris, seconded by Jennifer Asay.  
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Resolution BH 5:19** – Authorizing the award of a Professional Services Contract to the VNA of Somerset Hills.

A motion to adopt Resolution 5:19 was made by Dr. Korn, seconded by Dr. Birk.  
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

**Resolution BH 6:19** – Adoption of the Bernards Township Employee Handbook.

A motion to adopt Resolution 6:19 was made by Dr. Korn, seconded by Dr. Birk.  
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Joan Harris - Yes, Dr. Korn – Yes, Dr. Salaki – Yes, Nick Xu - Yes

There being no further business to discuss, a motion was made by Jennifer Asay, seconded by Dr. Birk to adjourn meeting at 8:20PM. All were in favor.

Respectfully Submitted,

Deirdre Vogel, Board of Health Secretary