

**TOWNSHIP OF BERNARDS
BOARD OF HEALTH
REORGANIZATION MEETING MINUTES
JANUARY 13, 2022**

Call To Order

Deirdre Vogel, Board of Health Secretary, called the meeting to order at 7:03PM via Zoom Conference Call, and read the open public meetings statement in accordance with the law.

Roll Call

Present: Jennifer Asay, Kelly Brown, Patricia Crane (7:10), Karen Ellis, Dr. John Salaki and Edward Wang

Also Present: Lucy Forgione, Health Officer, Attorney Paula J. DeBona, Esq., Board of Health Attorney and Deirdre Vogel, Board of Health Secretary

Public Comment: Todd Edelstein, 55 Riverside Drive commented on posting of the Agenda.

Staff Comment: None

Board Comment: None

Oath of Office:

Kelly Brown, Patricia Crane, John Salaki and Edward Wang were sworn in as members of the Bernards Township Board of Health, by Board Attorney Paula J. DeBona, Esq.

Election of Officers – Office of the President for 2022

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

Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr. Salaki – Yes, Edward Wang - Yes

Office of Vice President for 2022

Karen Ellis was nominated by Pat Crane for the position of Vice President of the Board of Health. Edward Wang seconded the nomination.

Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr. Salaki – Yes, Edward Wang - Yes

Reorganization Assignments for 2022:

- Boarding Houses for children, day camps, boarding camps and communicable disease - Dr. John Salaki
- Eating Establishments, food retailers, schools – Karen Ellis
- Liaison with Sewerage Authority – Jennifer Asay
- Health Program Coordinator, Environmental Protection- Patricia Crane
- Landfill, water, septic system and wells – Edward Wang
- Rabies Control – Kelly Brown
- Vital Statistics – Vacant
- Personnel Committee - President of the Board of Health and two (2) Members – Kelly Brown & Jennifer Asay

A motion was made by Karen Ellis, seconded by Pat Crane to approve reorganization assignments.

Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr. Salaki – Yes, Edward Wang - Yes

SCHEDULE OF BOARD OF HEALTH MEETINGS

JANUARY 13, 2022
(Reg & ReOrg)

FEBRUARY 17, 2022
(Annual Meeting)

MARCH 17, 2022

APRIL 14, 2022

MAY 12, 2022

JUNE 16, 2022

SEPTEMBER 15, 2022

OCTOBER 13, 2022

DECEMBER 1, 2022

A motion was made by Karen Ellis to accept the dates for the Board of Health Meetings for 2022, seconded by Jennifer Asay.

Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr. Salaki – Yes, Edward Wang - Yes

Official Newspapers

President John Salaki 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 Jennifer Asay, seconded by Karen Ellis to accept the declaration of newspapers as presented.

Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr. Salaki – Yes, Edward Wang - Yes

Resolution BH 1:22- Authorizing the award of a Professional Services Contract for Legal Counsel to Paula J. DeBona, Esq.

A motion to adopt Resolution BH 1:22 was made by Jennifer Asay, seconded by Pat Crane.

Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr. Salaki – Yes, Edward Wang - Yes

Resolution BH 2:22

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

RESOLUTION 2:22 Appointments of Health Department Personnel:

APPOINTMENTS

Health Officer/Health Educator/

Lucy A. Forgione

Youth Services Coordinator/Registrar

Deputy Registrar

Deirdre Vogel

Alternate Deputy Registrar

Gindy McCarthy

Senior Environmental Health Specialist

Tricia Cowell

Registered Environmental Health Specialist

Nancy Dowd

Registered Environmental Health Specialist

Sybil Rainey

Health Educator/Community Program Coordinator

Kaitlin Cartoccio

**Health Educator/Youth Services Coordinator Asst./
Marketing and Communications Coordinator
Vulnerable Populations Outreach Coordinator
Registered Environmental Health Specialist/
Covid 19 Generalist
Public Health Nurse**

Hannah Truncale

Riya Patel

Jaclyn Handwerger

Maria Novoa Besteiro

**Motion to adopt Resolution 2:22 (1)
(2)**

A motion to adopt Resolution 2:22 was made by Karen Ellis, seconded by Edward Wang.
Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr.
Salaki – Yes, Edward Wang - Yes

Resolution BH 3:22– 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 3:22 was made by Jennifer Asay, seconded by Karen Ellis.
Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr.
Salaki – Yes, Edward Wang - Yes

Resolution BH 4:22 – Authorizing the Health Officer to execute contracts with providers.

A motion to adopt Resolution 4:22 was made by Karen Ellis, seconded by Edward Wang.
Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr.
Salaki – Yes, Edward Wang - Yes

Resolution BH 5:22 – Authorizing the award of a Professional Services Contract to the Atlantic
Health Visiting Nurse Association or its successor. The Contract was discussed by the board.

A motion to adopt Resolution 5:22 was made by Jennifer Asay, seconded by Kelly Brown.
Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr.
Salaki – Yes, Edward Wang - Yes

Resolution BH 6:22 – Adoption of the Bernards Township Employee Handbook.

A motion to adopt Resolution 6:22 was made by Karen Ellis, seconded by Patricia Crane.
Roll Call: Jennifer Asay – Yes, Kelly Brown – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Dr.
Salaki – Yes, Edward Wang - Yes

There being no further business to discuss, a motion was made by Jennifer Asay, seconded by
Karen Ellis to adjourn the meeting at 7:39PM. All were in favor.

Respectfully Submitted,

Deirdre Vogel, Board of Health Secretary