

**TOWNSHIP OF BERNARDS
BOARD OF HEALTH
REORGANIZATION MEETING MINUTES
JANUARY 16, 2020**

Call To Order

Deirdre Vogel, Board of Health Secretary, called the meeting to order at 8:03PM 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, Karen Ellis, Joan Harris, Dr. Christopher Hunt, Dr. Elizabeth Korn, Dr. John Salaki

Also Present: Trish Cowell, Senior Registered Environmental Health Specialist; Board Attorney Paula J. DeBona, Esq. and Deirdre Vogel, Board of Health Secretary

Public Comment: None

Staff Comment: Trish Cowell extended Lucy Forgione's regrets at being unable to attend the meeting. Trish introduced herself to the Board and asked everyone to do the same for the benefit of the new Board Member.

Oath of Office:

Jennifer Asay, Karen Ellis and Dr. Elizabeth Korn 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 2020

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, Karen Ellis – Yes, Joan Harris - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Office of Vice President for 2020

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

Joan Harris seconded the nomination.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Reorganization Assignments For 2020:

- 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 – Karen Ellis
- 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 & Jennifer Asay

A motion was made by Dr. Birk, seconded by Dr. Hunt to approve reorganization assignments.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Schedule of Board of Health Meetings for 2020:

JANUARY 16, 2020 (Reg & ReOrg)	FEBRUARY 13, 2020 (Annual Meeting)	MARCH 12, 2020
APRIL 16, 2020	MAY 14, 2020	JUNE 11, 2020
SEPTEMBER 17, 2020	OCTOBER 15, 2020	DECEMBER 3, 2020

A motion was made by Jennifer Asay to accept the dates for the Board of Health Meetings for 2020, seconded by Joan Harris.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – 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. Birk, seconded by Dr. Korn to accept the declaration of newspapers as presented.

Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Resolution BH 1:20- Authorizing the award of a Professional Services Contract for Legal Counsel to Paula J. DeBona, Esq.

A motion to adopt Resolution BH 1:20 was made by Joan Harris, seconded by Dr. Birk.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Resolution BH 2:20

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

Nancy Dowd, Registered Environmental Health Specialist

Vacant, Registered Environmental Health Specialist
Kaitlin Cartoccio, Health Educator/Community Program Coordinator
Cheryl Komline, Health Educator/Youth Services Coordinator Assistant/Public Health
Nutritionist

A motion to adopt Resolution 2:20 was made by Jennifer Asay, seconded by Dr. Birk.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr.
Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Resolution BH 3:20– 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 3:20 was made by Dr. Birk, seconded by Joan Harris.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr.
Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Resolution BH 4:20 – Authorizing the Health Officer to execute contracts with providers.

A motion to adopt Resolution 4:20 was made by Dr. Korn, seconded by Dr. Birk.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr.
Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Resolution BH 5:20 – Authorizing the award of a Professional Services Contract to the VNA of
Somerset Hills or its successor, as amended.

A motion to adopt Resolution 5:20 as amended was made by Dr. Korn, seconded by Dr. Birk.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr.
Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Resolution BH 6:20 – Adoption of the Bernards Township Employee Handbook.

A motion to adopt Resolution 6:20 was made by Dr. Birk, seconded by Dr. Hunt.
Roll Call: Jennifer Asay – Yes, Dr. Mona Birk - Yes, Karen Ellis – Yes, Joan Harris - Yes, Dr.
Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

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

Respectfully Submitted,

Deirdre Vogel, Board of Health Secretary