

**TOWNSHIP OF BERNARDS
BOARD OF HEALTH
REORGANIZATION MEETING MINUTES
JANUARY 14, 2021**

Call To Order

Deirdre Vogel, Board of Health Secretary, called the meeting to order at 7:13PM via Zoom Conference Call, and read the open public meetings statement in accordance with the law.

Roll Call

Present: Jennifer Asay, Joan Bannan, Patricia Crane, Karen Ellis, Dr. Christopher Hunt, Dr. Elizabeth Korn, Dr. John Salaki

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

Public Comment: None

Staff Comment: Lucy Forgione wished all a Happy New Year!

Oath of Office:

Joan Bannan, Patricia Crane and Karen Ellis 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 2021

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, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Office of Vice President for 2021

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

Joan Bannan seconded the nomination.

Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes, Dr. Hunt – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Vice President Jennifer Asay continued to conduct the meeting as Dr. Salaki's audio feed was not functioning for the remainder of the meeting.

Reorganization Assignments for 2021:

- 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- Patricia Crane
- Landfill, water, septic system and wells – Dr. Christopher Hunt

- Rabies Control – Joan Bannan
- 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 Karen Ellis, seconded by Dr. Hunt to approve reorganization assignments.

Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes, Dr. Hunt – Yes, Dr. Korn – Yes

Schedule of Board of Health Meetings for 2021:

JANUARY 14, 2021
(Reg & ReOrg)

FEBRUARY 11, 2021
(Annual Meeting)

MARCH 11, 2021

APRIL 15, 2021

MAY 13, 2021

JUNE 17, 2021

SEPTEMBER 16, 2021

OCTOBER 14, 2021

DECEMBER 2, 2021

A motion was made by Dr. Hunt to accept the dates for the Board of Health Meetings for 2021, seconded by Karen Ellis.

Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes, Dr. Hunt – 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 of Bridgewater and the Daily Record of Morristown.

A motion was made by Karen Ellis, seconded by Dr. Hunt to accept the declaration of newspapers as presented.

Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes, Dr. Hunt – Yes, Dr. Korn – Yes

Resolution BH 1:21- Authorizing the award of a Professional Services Contract for Legal Counsel to Paula J. DeBona, Esq.

A motion to adopt Resolution BH 1:21 was made by Dr. Hunt, seconded by Karen Ellis.

Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes, Dr. Hunt – Yes, Dr. Korn – Yes

Resolution BH 2:21

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
Vacant, Vulnerable Populations Outreach Coordinator

A motion to adopt Resolution 2:21 was made by Dr. Hunt, seconded by Karen Ellis.
Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes,
Dr. Hunt – Yes, Dr. Korn – Yes

Resolution BH 3:21– 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 3:21 was made by Dr. Korn, seconded by Joan Bannan.
Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes,
Dr. Hunt – Yes, Dr. Korn – Yes

Resolution BH 4:21 – Authorizing the Health Officer to execute contracts with providers.

A motion to adopt Resolution 4:21 was made by Karen Ellis, seconded by Dr. Hunt.
Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes,
Dr. Hunt – Yes, Dr. Korn – Yes

Resolution BH 5:21 – Authorizing the award of a Professional Services Contract to the Atlantic Health Visiting Nurse Association or its successor.

A motion to adopt Resolution 5:21 was made by Karen Ellis, seconded by Joan Bannan.
Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes,
Dr. Hunt – Yes, Dr. Korn – Yes

Resolution BH 6:21 – Adoption of the Bernards Township Employee Handbook.

A motion to adopt Resolution 6:21 was made by Dr. Hunt, seconded by Patricia Crane.
Roll Call: Jennifer Asay – Yes, Patricia Crane – Yes, Karen Ellis – Yes, Joan Bannan - Yes,
Dr. Hunt – Yes, Dr. Korn – Yes

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

Respectfully Submitted,

Deirdre Vogel, Board of Health Secretary