



380 Hillsdale Avenue  
Hillsdale, New Jersey 07642  
201-666-4800 (main)  
201-497-1552 (direct)

BOARD OF HEALTH  
MINUTES

**President Opens Meeting:**

This is a regular meeting of the Hillsdale Board of Health on this 20th day of June, 2023 which is being held in compliance with the provisions of the Open Public Meetings Act and associated regulations. In June 2023 notice of the time and place of this meeting had been provided to the Ridgewood News; a copy was posted on the bulletin board outside of this meeting room and on the Borough website; and was made available in Borough Hall and provided to any interested parties. A copy of the agenda for this meeting was available for review on the Borough's website.

**Secretary Calls the Roll:**

Chris Looes - Present  
Louisa Toledo, APN - Present  
Elaine Meyerson LSW - Present  
Diane Ohme, RN - Present  
John Klein - Present  
Dr. Susan Kushner – arrived at 7:14 pm  
Christina Fanelli, RN - Present  
Namitha Reddy, NWBRHC – Present; departed 8:28 pm  
Marguerite Deppert, RN - absent  
Lois Kohan, RN - Present  
Councilman Justin Fox - absent

**Call for Additional Agenda items:**

None

**Approval of Minutes:** Meeting May 16, 2023

**Motion to receipt and file: Elaine Meyerson  
Unanimously Approved.**

**Seconded by: Diane Ohme**

**President's Message / Report:**

June 7, email regarding "Public Health Advisory: Air Quality Alert" from Alexandra Fox, NWBRHC, was forwarded to Mayor Ruocco and was blasted to residents which was helpful and well received.

**Correspondence:**

No correspondence received.



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**Health Officer and Employee Reports:**

Health Officers Activities – May 2023

Elaine questioned how Food Surveillance complaints are managed. Ms. Reddy explained that inspectors will visit and observe the area/site of the complaint first and then speak with management.

NWBRHC cannot go to a residence unless a complaint is received. Construction typically leads to rat activity. Homeowners are responsible to call pet management; however, NWBRH will give the residents guidance on prevention and what to look for.

One (1) inquiry was received regarding bat in a home. Since there was no contact, PEP (Post Exposure Prophylaxis) was not required.

Pool safety information is available via the website. NWBRHC will send out info as well.

Nurse's reports – May 2023

Lois Kohan reported that the Hillsdale library is supportive of an exercise program. They have room/space for it for a chair exercise class. They would like to hold classes twice a month. The class would consist of head to toe stretching and relaxation. This will be offered as a joint effort with the Hillsdale Board of Health and Library. It will potentially include the health educator. Insurance coverage and the requirement of a medical clearance will need to be confirmed. Lois will present this to the Borough Administrator and advise what is required from the BOH.

The BOH would like to review the announcement prior to releasing it to the public via an e-blast or web posting.

Lois presented a clipping from the Pascack Press. The Garden club visited Hillsdale House and distributed Begonia plants. The event was very well received by the residents. Chris thanked Lois for all her contributions.

Marguerite's Deppert's report and the Financial report were distributed and reviewed.

All reports are available for review at Borough Hall upon request.

**Motion to receipt and file: Christina Fanelli  
Unanimously approved.**

**Seconded by: Louisa Toledo**



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## BOARD OF HEALTH MINUTES

### **Opening and Closing of Public Meeting:**

The meeting was opened at 7:46pm. As no members of the public were in attendance, the meeting was closed to the public.

### **Prior Business:**

1. Website Visibility
  - a. BOH members to collaborate on contents. Chris and John to meet with Denise to discuss.
2. Foreign Language literature
  - a. Louisa: distributed materials in translated in Korean, Chinese and Spanish. Louisa to send website link to Lois. Diane suggested that materials be uploaded via the website.
  - b. Louisa questioned whether any information is available regarding allergens and intolerances. Lois reported that the food pantry has a gluten free section. Pantry is inspected once per year.
3. Salary Ordinance Adoption: The Board reviewed the ordinance. Requested changes were incorporated. Discussions regarding documentation of RN's time to evaluate where the priority of time is spent and justification for additional hours. Chris to meet with Mike Ghassali to budget topics and the new exercise class.

**Motion: John Klein  
Unanimously adopted.**

**Second: Diane Ohme**

### **New Business:**

#### **Hillsdale Day**

Members discussed participation in Hillsdale Day, planned for the fall. Last year's giveaways included bags, snacks, immunization card holders. 100 bags remaining.

- Budget for giveaways is approximately \$300.
- Diane will research cost of First aid kit pouches and email everyone.
- John to reach out to an associate for pens.
- Branding of all giveaway items should state: Hillsdale Board of Health.

John Klein brought in some jackets for the Board members to try on. Board of Health would be embroidered over the Borough seal. 4 different sizes to trial. \$45 with embroidery.



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**Other Business:**

The Mayor contacted Marguerite regarding a resident who wants to donate 100 blood pressure (BP) machines. Possible suggested uses and distribution include:

- Monitors can be used at a BP educational clinic or health fair or for BP screenings for school staff or at Hillsdale day.
- Marguerite to keep 20 - 25 units to loan to individuals in the community to track their BP for two weeks and follow up with the resident or their primary care physician to discuss.
- Give away 20 - 25 on Hillsdale Day via raffle/ pick up at Borough Hall.
- Give schools 10 - 15 each for staff use. Christine to contact school RN's to discuss.

Chris Looes to send a thank you note from Board.

**Motion to adjourn: Louisa Toledo**

**Seconded by: John Klein**

**Meeting adjourned: 8:33**

**Next Meeting: Tuesday, September 19, 2023 7pm**