



380 Hillsdale Avenue  
Hillsdale, New Jersey 07642  
201-666-4800 (main)  
201-497-1552 (direct)  
201-358-5002 (fax)  
[www.hillsdalenj.org](http://www.hillsdalenj.org)

BOARD OF HEALTH  
MINUTES

**Minutes of the Regular Board Meeting**  
May 21, 2024

**President Opens Meeting:** Ms. Looes call the meeting to order at 7:08 pm.

This is a regular meeting of the Hillsdale Board of Health on this 21<sup>st</sup> day of May 2024 which is being held in compliance with the provisions of the Open Public Meetings Act and associated regulations. In May 2024 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.

Please silence all cell phones. Please wait to be recognized by the President during the Public Hearing and Public Comment part of the meeting. You will need to state your name and town of residence for the record.

**Secretary Calls the Roll:**

In attendance: Chris Looes; Louisa Toledo, APN; Dr. Susan Kushner; Diane Ohme, RN; John Klein; NWBRHC representative; Lois Kohan, RN; John Ruocco, Council Liaison  
Absent: Elaine Meyerson, Christina Fanelli, Marguerite Deppert,

**Call for Additional Agenda items:**

**Approval of Minutes:**

Regular Meeting March 19, 2024

**Motion to receipt and file:**

**Seconded by:**

**President's Message / Report:**

**Correspondence:** No correspondence received.



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**Health Officer and Employee Reports:**

All annual reports are available for review at the Northwest Regional Health Commission website, <https://nwbrhc.org>

Assistant Health Officer, Gary Dorsi reported on consumer and environmental health program activities and health education activities for the month of March & April 2024.

- Five (5) retail inspections were conducted for the month of March and six (6) for the month of April.
- Three (3) notices of violations were issued in March and one (1) in April.
- One (1) animal facility inspection was conducted in March.
- One (1) dog bite to racoon exposure in the month of March.
- Food handler's vouchers were purchased and are currently available from an accredited organization, State Food Safety Training. (*Applicants can register online*)

**Nurse's Report March & April 2024:**

Report provided by Lois Kohan, RN. Highlights Include:

- March & April activities include weekly exercise classes at the Hillsdale House and the fitness fun at the Hillsdale library, home visits, and referrals to various agencies.
- Met with Ambulance Corps Member regarding file of life.
- The estimated cost for the Emergency Dialed Cards was provided.

**BOH Activity Report:**

Report provided by Marguerite Deppert, RN, BSN. Highlight Include:

- Discussed activity reports for the month of March & April 2024.
- One (1) case of Hepatitis B was reported.
- Meetings attended, client services provided, and immunization audits were reviewed.

**Financial Report – March & April 2024:**

Report provided by Denise Kohan, Board of Health Secretary. Highlight Included:

- The revenue report for March & April was provided.
- Three (3) outstanding pet licenses as of April 2024.
- No complaints were received at the Borough for the months of March & April.

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



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**Motion to receipt and file:** Diane Ohme

**Seconded by:** Dr. Susan Kushner

**All in favor:** No opposition

**Opening and Closing of Public Meeting:** 7:59 pm. No one from the public was present.

**Prior Business:**

- Municipal Alliance to be added to the resolution for 2025.
- 2024 CHC Contracts previously discussed and #24-01 stays the same.
- Skin Cancer Screening (July 2024): The Board discussed and is still confirming a date.
- Hillsdale Day - Members discussed participation in Hillsdale Day, planned for fall and to assign on the committee in June for the summer. Sept. 29<sup>th</sup>, rain date Oct. 6<sup>th</sup>.
- Board of Health Pamphlets were emailed to families to promote Hillsdale Board of Health.

**New Business:**

- Bergen New Bridge – Medical center has established an urgent care called “CareRite” inside the local ShopRite. A Bergen New Bridge representative will be attending the Board of Health meeting on June 18<sup>th</sup>.
- The pricing that was provided for the File of Life emergency cards is \$108 for 100, \$324 for 300, and \$1000 for \$1,120.
- Resolution #2H24000 was included in the budget to add the Doctor for the Children Health Conference.

**Other Business:**

**Motion to adjourn:** John Klein

**Seconded by:** Louis Toledo

**Meeting adjourned:** 8:15 pm

**Next Meeting: Tuesday, June 18, 2024**