

FEBRUARY 10, 2025

**BOROUGH OF ELMWOOD PARK
REGULAR MEETING
BOARD OF HEALTH
February 10, 2025
MINUTES**

The Regular Meeting of the Elmwood Park Board of Health for February 10, 2025 was called to order by Board Secretary Shanee Morris at 7:01 p.m.

Board of Health Members, DeMarzio, Intrieri, Proctor, Randazzo, Craft, and Sproviero were in attendance. Also present were Health Inspector Laura Folco, REHS, Board Secretary, Shanee Morris and Council Liaison, Lorraine Pellegrine
Absent: Board Member Wetchler

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read by the presiding officer.

Now, therefore be it advised, that the meeting requirements for this meeting have been met by publishing an annual meeting notice in The Record and Herald News of Woodland Park and by posting an annual meeting notice in the office of the Health Department and the Borough Clerk as well as in a public place within the Municipal Building, and by notifying interested citizens. Said notice was posted December 24, 2024

PUBLIC HEARING:

There was no one present.

REGULAR MEETING AGENDA ITEMS:

1 – HEALTH INSPECTION REPORT

- a. **January Monthly Status Report** – Laura, REHS, reviewed the January status report. Board members then asked questions in reference to food safety.

2 – DEPARTMENTAL REPORTS

- a. **Finance Report – January 2025**
- b. **Monthly Office Report – January 2025**
- c. **Vital Statistic Report – January 2025**
- d. **Office Revenue Report – January 2025**
- e. **Communicable Diseases Report – January 2025**
- f. **Regular Meeting Minutes – January 13, 2025**

A motion was made by Board Member Randazzo and seconded by Board Member Intrieri to accept items a through f. Motion carried by all members present.

3 – 2025 TENTATIVE CLINIC DATES

- a. **Spring Rabies Clinic** **5/14/25**
- b. **Fall Rabies Clinic** **11/12/25**

The board members briefly discussed and agreed to both clinic dates.

4 – COMMITTEE REPORTS

- a. **By Law Committee** – No report.
- b. **Research and Ideas Committee** – No report.
- c. **Ordinance Committee** – No report.

- d. **Outreach Committee** – No report.
- e. **Events and Planning Committee** – All “Thank You” frames are complete and ready to be handed out. The board discussed a day to go around and distribute the frames. Board President DeMarzio stated he would like to plan a Cancer event such as an informational forum for the residents.
- f. **Public Relations Committee** – The board discussed getting the flyer completed to begin promoting the event. They all gave their input on the design and color. Everyone agreed on the color blue for the flyer.
- g. **EP Celebrates Seniors Committee** – Board President DeMarzio discussed different venues to host the event this year. Everyone gave their input on different set up options if it’s held outside as well as inside. The discussed and decided on hosting the event inside the Recreation Center this year.

5 – EXECUTIVE SESSION

a. Personnel

A motion was made by Board Member Proctor and seconded by Board President DeMarzio to enter into executive session. Motion carried unanimously.

WHEREAS, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Board of Health wishes to discuss:

Health Department Personnel

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public;

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting.

6 – ADJOURNMENT

A motion was made by Board Member Proctor and seconded by Board Member Randazzo, to adjourn. Motion carried by all members present.

Respectfully submitted,

Shanee Morris, RMC, CMR
Board of Health Secretary