

## **HIGHTSTOWN BOARD OF HEALTH**

Minutes from January 8, 2014 Meeting

### **Board Members Present:**

Skye Gilmartin (President)  
Mary Ann Paglione  
Robin Conrad  
Sarah Kluxen (Vice President)  
Jean Ray  
John Laudenberger, DMD  
Elizabeth Morley  
Katherine Zaiser  
Lisa Martucci Thibault

### **Board Members Absent:**

### **Township Council Liaison:**

Rob Thibault (absent)

### **Staff Present:**

Jill Swanson, Health Officer  
Sharon Lane, RN, Public Health Nurse

### **Staff Absent:**

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### **Call to Order**

President Gilmartin called the January 8, 2014 meeting to order at 7:35 pm. Member Paglione nominated Sarah Kluxen as President. Member Zaisor seconded and the motion passed unanimously. Newly elected President Kluxen assumed control of the meeting and requested nomination for Vice President. Member Zaisor nominated member Jean Ray as Vice President. Member Laudenberger seconded and the motion passed unanimously.

### **Sunshine Law**

Adequate Notice of this meeting has been provided as required under Chapter 231, P.L. 1975 with notices being sent and posted.

### **Public Comment**

No public present for comment.

### **Approval of December Minutes**

President Kluxen requested a motion to approve the December minutes. Member Laudenberger made a motion to approve the minutes. Vice President Ray seconded and the motion passed unanimously.

### **Health Officer's Report**

December Report Summary:

- Holy Wong, re-inspection to determine source of meat in back freezer-receipts provided
- First Methodist Church-site visit and consultation – TASK Food Service Program
- Review and Log Bacteriological Water Test Results

- Hightstown HS Pool Inspection

Development and distribution of winter public health newsletter “Healthy Tips for a Happy New Year”

- Bio-terrorism Mass Prophylaxis Training

### **Public Health Nurse’s Report**

December:

A report was given by Sharon Lane and discussed at length. 1 reportable disease: 35 immunizations. 20 screened for Hypertension.

### **Old Business**

No old business was discussed.

### **New Business.**

#### **Renewal of Contracts**

**Licensed Physician:** Member Morley made a motion to renew the licensed physician position for L Aggarwal. Member Laudenberger seconded and the motion passed unanimously.

**Recording Secretary:** Member Morley made a motion to renew recording secretary position for R Gilmartin. Member Laudenberger seconded and the motion passed unanimously.

**Community Nurse:** Member Morley made a motion to renew the community nurse position for S. Lane. Member Laudenberger seconded and the motion passed unanimously.

**Appointment of Registrar:** Member Gilmartin made a motion to re-appoint the registrar position for Debra Sopronyi. Member Laudenberger seconded and the motion passed unanimously.

### **Adjournment**

Member Laudenberger moved for adjournment. Member Paglione seconded. The motion passed unanimously. The meeting was adjourned at 8:13 pm.

The next meeting will be held on Wednesday February 12, 2014.

Respectfully submitted,

Jill Swanson  
Health Officer