

## **HIGHTSTOWN BOARD OF HEALTH**

Minutes from January 11, 2017 Meeting

### **Board Members Present:**

Jean Ray (President)  
Walt Hewitt  
Elizabeth Morley  
John Laudenberger, DM  
Nancy Distelcamp  
Jennifer Bernal  
Skye Gilmartin (Vice President)  
Robin Conrad

### **Board Members Absent:**

### **Township Council Liaison:**

Conner Montferrat  
Larry Quattrone

### **Staff Present:**

Jill Swanson, Health Officer

### **Staff Absent:**

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### **Call to Order**

President Pro-tem Jill Swanson called the January 11, 2017 meeting to order at 7:35 pm. President Pro-tem Swanson asked for nominations for President. Member Laudenberger nominated Jean Ray for President. Member Distelcamp seconded and the motion passed unanimously.

President Ray asked for nominations for Vice President. Member Distelcamp nominated Skye Gilmartin for Vice President. Member Conrad 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 was present to comment

### **Approval of Minutes**

Member Distelcamp made a motion to approve the December minutes. Member Hewitt seconded and the motion passed unanimously

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

December Report Summary:

- Fiesta Brava – Storing food and supplies in unlicensed location – Valid

Verified outdoor freezer and supplies removed – Notice of Violation

- Angelo's Pizza – Complaint investigation – lack of paper towels in restrooms or at hand wash sink - Abated
- Jhan's Grocery & Deli – Follow up re: product labeling
- Court – 10 Maple Ave – Summons #1 – Dismissed – Summons #2 – Guilty – Fine \$1633.00 – Violation abated – Pool removed
- Rabies Clinic – 40 dogs – 8 cats vaccinated
- Public Health Nurse Recruitment in underway. Board members Distlecamp, Morey, and Hewitt participated in the selection process. Ms. Swanson thanked the members for their of time and expertise. During the interim per diem nurses are being utilized to ensure continuity for clinics and communicable disease reporting.

### **Public Health Nurse's Report**

A report was given by Jill Swanson and discussed at length.

December:

2 Reportable Diseases. 5 Total immunizations. 35 screened for Hypertension.

### **Old Business**

No old business was discussed

### **New Business**

Contracts:

Vice President Gilmartin made a motion to nominate Debra Sopronyi for Registrar. Member Conrad seconded and the motion passed unanimously.

Vice President Gilmartin made a motion to nominate Dr. Puthenmadam Radhakrishnan for Physician. Member Hewitt seconded and the motion passed unanimously.

Member Laudenberger made a motion to nominate Robert Gilmartin for Recording Secretary. Member Hewitt seconded and the motion passed unanimously.

### **Adjournment**

Member Laudenberger made a motion for adjournment. Vice President Gilmartin seconded and the motion passed unanimously. The meeting was adjourned at 8:02 pm.

The next meeting will be held on Wednesday February 8, 2017.

Respectfully submitted,

Jill Swanson  
Health Officer