## BOROUGH OF ELMWOOD PARK RE-ORGANIZATION/REGULAR MEETING BOARD OF HEALTH JANUARY 8, 2024 AGENDA

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 23, 2023.

## **Public Hearing:**

## **RE-ORGANIZATION/REGULAR MEETING AGENDA ITEMS:**

## 1 – <u>APPOINTMENT OF BOARD MEMBERS</u>

- a. Board of Health President
- b. Board of Health Vice President
- c. Board of Health Treasurer

## 2 – <u>APPOINTMENT OF 2023 COMMITTEE MEMBERS</u>

By Law Committee Research and Ideas Committee Ordinance Committee Outreach Committee Events and Planning Committee Public Relations Committee

## 3 – <u>HEALTH INSPECTION REPORT</u>

a. December Monthly Status Report

## 4 – <u>RESOLUTIONS</u>

- a. Board of Health Secretary R-01-24
- b. Local Registrar R-02-24
- 5 <u>DEPUTY REGISTRAR</u>

## 6- DEPARTMENTAL REPORTS

- a. Finance Report December 2023
- b. Monthly Office Report December 2023
- c. Vital Statistic Report December 2023
- d. Office Revenue Report December 2023
- e. Communicable Disease Report December 2023
- f. Regular Meeting Minutes December 11, 2023

## 7 – <u>COMMITTEE REPORTS</u>

By Law Committee Research and Ideas Committee Ordinance Committee Outreach Committee Events and Planning Committee Public Relations Committee

# 8 – <u>ADJOURNMENT</u>

### BOROUGH OF ELMWOOD PARK DEPARTMENT OF HEALTH RESOLUTION R-01-24

### **RESOLUTION BY: SECONDED BY:**

## FORMALIZING A VERBAL DECISION MADE BY THE EXECUTIVE BOARD ON THE DECEMBER 11, 2023 BOARD OF HEALTH MEETING WHERE A DECISION WAS MADE TO APPOINT SHANEE MORRIS AS THE BOARD OF HEALTH SECRETARY

WHEREAS, on February 14, 2022, Marlene DiStefano was re-appointed as the Elmwood Park Board of Health Secretary; and

**WHEREAS**, on November 15, 2023 Marlene DiStefano submitted her letter of resignation to the Borough of Elmwood Park effective November 29, 203; and

**WHEREAS**, at the public meeting of December 11, 2023, by verbal decision by the Executive board, regarding the replacement of Marlene DiStefano, the following was the decision to appoint Shanee Morris as the new Board of Health Secretary effective December 12, 2023; and

**WHEREAS**, per the Board of Health By-law said position has a term of three years with the new term ending December 11, 2026; and

WHEREAS, compensation for said position shall be as specified in the Board of Health's current salary ordinance;

**NOW THEREFORE BE IT RESOLVED,** by the Elmwood Park Board of Health that the following be and is hereby appointed as the Board of Health Secretary retroactive to December 12, 2023 with the term ending December 11, 2026.

# **Shanee Morris**

Approved: January 8, 2024

President

ATTEST:

Shanee Morris, CMR Board Secretary

Record of Board of Health Vote on Passage

	AYE	NAY	ABSTAIN	ABSENT		AYE	NAY	ABSTAIN	ABSENT
DeMarzio					Sproviero				
Intrieri					Golembiski				
Randazzo					Wechtler				
Proctor									

### BOROUGH OF ELMWOOD PARK DEPARTMENT OF HEALTH RESOLUTION R-02-24

### **RESOLUTION BY: SECONDED BY:**

### **APPOINTMENT OF LOCAL REGISTRAR**

**WHEREAS**, on November 15, 2023 Marlene DiStefano submitted her letter of resignation to the Borough of Elmwood Park effective November 29, 2023; and

**WHEREAS,** Shanee Morris currently holds the position of Deputy Registrar for the Borough of Elmwood Park and is in possession of the Certified Municipal Registrar certification through the State of New Jersey which is needed to hold the position of Local Registrar; and

**WHEREAS**, following discussion by the Board of Health regarding the replacement of Marlene DiStefano, the following was the decision to appoint as the new Local Registrar retroactive to December 12, 2023; and

**WHEREAS**, according to Title 26:8-13, the term of office of a local registrar shall be 3 years and he/she shall serve until his/her successor has been appointed and qualified; and

WHEREAS, compensation for said position shall be as specified in the Board of Health's current salary ordinance;

**NOW THEREFORE BE IT RESOLVED,** by the Elmwood Park Board of Health that the following be and is hereby appointed as the Local Registrar retroactive to December 12, 2023 for a term as stated above.

## **Shanee Morris**

Approved: January 8, 2024

President

ATTEST:

Shanee Morris, CMR Board Secretary

Record of Board of Health Vote on Passage

	AYE	NAY	ABSTAIN	ABSENT		AYE	NAY	ABSTAIN	ABSENT
DeMarzio					Sproviero				
Intrieri					Golembiski				
Randazzo					Wechtler				
Proctor									