

**BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**HEALTH COMMISSION MINUTES  
January 15, 2019**

**1. CALL TO ORDER; OPENING STATEMENT**

The meeting was called to order at 5:35p.m. by Dr. Rick Stillman.

**2. ROLL CALL**

Commission members Kevin Duvall, Dr. Barbara Girz, Dr. Marla Leen, MJ'Oleary, Dr. Jesse Silverman, Dr. Rick Stillman, Kelly Walsh were in attendance, as well as Health Officer Mike Fitzpatrick, Board of Health Secretary Cara Fox and Council Liaison Cynthia Korman.

**3. PUBLIC COMMENT**

With consent of the Commission, Dr. Stillman opened the meeting for public comment. There were no members of the public present who wished to address the Commission.

**4. ELECTION OF CHAIR & VICE CHAIR**

Ms. Fox called for nominations for Chairman. Motion by Dr. Stillman, second by Ms. Walsh, nominating MJ O'Leary as Chairperson. With no other nominations, Ms. Fox closed the nominations. The Commission unanimously elected MJ O'Leary to the office of Chairperson with all members in favor signifying by "aye".

Chairperson O'Leary called for nominations for Vice-Chairman. Motion by Ms. O'Leary, second by Dr. Girz, nominating Kelly Walsh as Vice-Chairperson. With no other nominations, MJ O'Leary closed the nominations. The Commission unanimously elected Kelly Walsh to the office of Vice-Chairman with all members in favor signifying by "aye".

**5. APPROVAL OF MINUTES**

Motion made by Dr. Girz, second by Ms. Walsh, to approve the Health Commission meeting minutes from September 23, 2018.

**6. BOROUGH UPDATE**

Ms. Fox reported 84 animals were vaccinated at the Borough's annual Rabies Clinic held on Saturday December 8, 2018. Ms. Fox advised that January is pet licensing month and all dogs and cats 7 months of age and over must be licensed. License applications must be received or postmarked by January 31, 2019. Applications received or postmarked after January 31 will be charged an additional \$25.00 late fee per license. Ms. Fox reported that council reappointed Dr. Barbara Girz as a Member to the Commission and her term expires 12/31/2021. Ms. Fox welcomed and introduced Ms. Cynthia Korman as the Council Liaison for 2019.

**7. HEALTH OFFICER REPORT**

Mr. Fitzpatrick reviewed his report. He advised the commission that through a grant instant lead testing kits are available to Borough residents free of charge. Mr. Fitzpatrick also advised the commission that January is Radon Awareness month and there are radon testing kits available to residents also free of charge due to a grant. He suggests the Borough Council pass a proclamation deeming January as Radon Awareness month and offering radon testing kits to residents. Ms. Korman will advise the Council and ask for their approval of publicizing the lead and radon test kits. If approved Ms. Fox will send out an email blast and post information on the website. Mr. Fitzpatrick informed the Health Commission of the Health Member Orientation Manual from the Local Boards of Health Association which is a useful tool for member orientation and asked Ms. Fox to send it electronically to the members of the commission. Each

new commission member should read the entire document to familiarize themselves as an introduction and understanding of Board of Health Member responsibilities. As part of ongoing training it is recommended that longer serving members review this manual but focus on a few areas such as: the responsibility of board members and the responsibility of the health officer to each other. It is also recommended to review the "Public Health Practice Standards for Local Boards of Health in New Jersey". Throughout the year additional training opportunities will be identified and presented to the commission, and also to the Mayor and Council who serves as the Board of Health as they become available, similar information is being provided to recipient communities to their local boards of health.

#### **8. COMMISSION DISCUSSION**

The Commission is in support of offering lead and radon testing kits. The Commission requested Ms. Korman to present to the Borough Council the letter drafted by Barbara Girz to the Board of Education regarding the results of the 2018 Health Commission survey. The Commission would like permission from the Council to send the letter.

#### **9. ADJOURNMENT**

Motion made by Dr. Stillman, second by Dr. Girz, to adjourn the meeting at 6:44p.m with all members in favor signifying by "Aye".

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**Cara Fox**  
**Board of Health Secretary**