

**BOROUGH OF NORWOOD  
BOARD OF HEALTH  
MINUTES  
February 7, 2022  
7:00 P.M. on Zoom**

President Incognito Fanelli called the meeting to order at 7:00PM and invited the Members to join in the Pledge of Allegiance.

**Statement of Compliance:** Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Law, P. 1975, Ch. 231, setting forth the time, date, place and purpose of this Public Meeting through a legal notice published in The Record and the meeting date and meeting access via zoom has been posted on the Borough of Norwood website:

[www.norwoodboro.org](http://www.norwoodboro.org)

Under the 'Health' Department tab. Members of the public may attend via Zoom.

Note:

**Please silence all devices**

2. Members PRESENT

|                           |                |
|---------------------------|----------------|
| ANGELA ALBERTI            | Member         |
| KERI CONGIUSTI            | Member         |
| NANCY CONGIUSTI           | Member         |
| SHEILA CONROY             | Vice President |
| BARBARA INCOGNITO FANELLI | President      |
| SAM PARK                  | Member         |
| SUZANNE SOLIMAN           | Member         |
| <br>                      |                |
| CHRIS WESLEY              | Alt 2          |
| MARGIE SCOTT              | Alt 1          |

Also Present: Nicole Smith: Registered Environment Health Specialist  
Council Liaison: Annie Hausmann

3. Ms. Incognito Fanelli stated that the January 10<sup>th</sup> Minutes would be revised and approved at the March 7<sup>th</sup> meeting.

4. Reports

- a. Restaurants and Food Service: Registered Environmental Health Specialist Nicole Smith

## Report for January 2022

Ms. Whalen stated that the December REHS Reports were provided to all Board members to review.

Ms. Smith reviewed the reports for Food Establishments for January. A copy of the report is filed in the Board of Health Office

b. Hair & Nail Salons: Ms. Incognito Fanelli told the Board once the budget is approved, the contract will be executed.

### c. Board Secretary/Registrar

Ms. Whalen reported:

#### Vital Statistics January 2022

|                  |   |
|------------------|---|
| Deaths           | 3 |
| Marriages        | 0 |
| Childcare Visits | 0 |

Income: \$5,024.00

#### Licensing:

|                                 |                                                |
|---------------------------------|------------------------------------------------|
| Total Businesses: 41 + 8 Salons | <u>Paid to date:</u> Restaurants: 19 out of 24 |
|                                 | Salons: 5 out of 8                             |
|                                 | Schools: 5 out of 6                            |
|                                 | <u>Other: 4 out of 11</u>                      |

33 total paid out of 49 businesses as of 2.7.22

### d. Nurses Report/December

Client Visits at the Library 0

Client Visits at the Senior Center 0 Cancelled due to Covid

Reportable Diseases: 220

School Audits: 3

e. Council Liaison Report : Annie Hausmann

Councilwoman Hausmann reported that 4 officers were promoted at the Police Department. Ms. Hausmann gave a summary of the proposed budget. The Norwood Food Pantry was also discussed. Ms. Hausmann discussed the BOH taking a more active role.

5. Open/Close Meeting to Public

With a motion from Nancy Congiusti, the meeting was opened to the public at 7:19PM, seconded by Sam Park. With one person present, the meeting was closed to the public at 7:20PM with a motion from Sheila Conroy, seconded by Angela Alberti.

6. Old Business:

- a. 2022 Budget Status. Chairwoman Sheila Conroy, said changes were made in accordance with account numbers.

Ms. Conroy briefly reviewed the line items.

She explained that the Shared Services Contract was reduced due to the Police Department taking the Animal Cruelty portion of the services under their budget, as the County has designated for all boroughs. She also stated that not much was changed from last year's budget.

- b. Mayor Barsa joined the meeting at 7:30PM to administer the Oaths of Office to the following Board Members: Keri Congiusti, Suzanne Soliman, Barbara Fanelli, Marjorie Scott and Chris Wesley.

In addition, Mayor Barsa thanked everyone for their service and welcomed Chris Wesley as the newest Board of Health Member. Mayor Barsa asked Angie to give everyone a summary of the Mayor's Health Initiative which Ms. Alberti said all initiatives are board of health focused and expressed the desire to have the Board much more involved this year. Ms. Soliman asked to be included on the social media committee as she was approached by the State of NJ to promote vaccination. Nancy offered to pass on a contact she knows who does community counseling.

- c. The meeting continued with the vote on the budget. It was moved by Ms. Conroy and seconded by Mr. Park to approve the 2022 Budget. On the roll call vote:

Ayes: 7

Absent: 0

Nays: 0

There being seven (7) ayes and no nays the 2022 Budget was approved.

d. Update on Norwood Code 245-5 C & D Food Establishment Licensing. Ms. Whalen said the approval process is moving forward and we will have confirmation after the Mayor and Council Meeting March 7<sup>th</sup>.

e. BOH Postings on Website. Ms. Whalen said she is waiting to post the new proposed hours for the HCP Program.

She continues to post items from the county on the BOH Website Page.

f. Mr. Park asked the Board how we can be helpful to the community and could provide free Covid Testing Kits and masks to the community. A discussion followed and Mr. Park is going to do more research and report at the next meeting. Angie suggested a Best Practices committee that would visit other boards to see how they operate in order to enhance our board, she also asked about having a committee to look at Ordinances. Ms. Conroy commented that would be something for the future getting more of the members involved would be our focus for this year.

Ms. Soliman was asked to Chair the committee for Best Practices with Sam Park on the committee's

Ms. Incognito Fanelli will remain on the Finance Committee.

Ms. Conguisti was asked to Chair the PR/Marketing, Social Media. Ms. Scott will join with Nancy.

g. Ms. Alberti spoke about the advantage of joining NJLBHA (Local NJ Boards of Health Organization). We will add joining the organization to the March Agenda for approval from the Board.

Ms. Conroy noted that the Board of Health contracts for services with the County so we are obligated to adhere to their guidelines.

h. Blood Borne Pathogens Update. Ms. Whalen said the DPW has completed training, the Police will be finished this month and EMS and Fire are due to train in the Spring.

## 7. New Business.

### Goals & Objectives 2022

Chairwoman Incognito Fanelli asked the Board Members for their goals and objectives. Ms. Nancy Congiusti said she was looking forward to making the Facebook Page more active.

8. The next BOH meeting will be on March 7th @ 7:00PM

If you have any questions or comments, please do not hesitate to contact my office.

Respectfully submitted,

Debbie Whalen  
Board Secretary