

**WESTFIELD BOARD OF HEALTH  
WESTFIELD, NEW JERSEY 07090**

**MINUTES OF THE BOARD OF HEALTH REGULAR MEETING HELD ON MONDAY, MARCH 6, 2023.**

Pursuant to the rules of the Board of Health of the Town of Westfield, NJ, a meeting was called to order at 5:31PM on Monday, March 6, 2023, in the Council Chambers of the Westfield Town Hall, 425 East Broad Street, Westfield, New Jersey. The statement of compliance with the Open Public Meetings Act was read.

**ROLL CALL:**

Dr. Andrea Marcus  
Dr. Lawrence Budnick (via telephone)  
Dr. Steven Gorelick  
Dr. Daniel Halevy  
Mr. Mitchell Shusteris  
Ms. Tara Donnelly—Alternate #1  
Mr. Steven Pentangelo—Alternate #2

Also Present:

Megan Avallone, MS, RN, REHS—Health Officer  
Helen Mendez—Principal REHS/Assistant to the Health Officer  
Ellen Shelley—Infectious Disease Program Coordinator  
Emily Root—Council Liaison

**ABSENT:**

Dr. Elizabeth Talmont  
Mr. Brendan Bertsch

**APPROVAL OF MINUTES:**

On a motion by Dr. Gorelick, seconded by Dr. Halevy, Minutes of the February 6, 2023 meeting were approved as amended and ordered filed.

**CONSENT AGENDA REPORTS:**

**Administration/Consumer Health (Restaurant/Environmental Inspections):**

The Health Department, Animal Control, and Nursing Reports were all accepted as presented and ordered filed on a motion by Mr. Shusteris, seconded by Ms. Donnelly.

Dr. Marcus presented the Financial Report and the February bills, totaling \$11,156.87 for approval. A motion was made by Mr. Shusteris, seconded by Ms. Donnelly, and the following Roll Call vote was taken:

Dr. Marcus—Aye,     Dr. Budnick—Aye,     Dr. Gorelick—Aye,     Mr. Shusteris—Aye,  
Dr. Halevy—Aye,     Ms. Donnelly—Aye,     Mr. Pentangelo—Aye

The record shall reflect the approval of bills by all members present.

**OLD BUSINESS:**

Dr. Marcus presented BOH Ordinance 1-2023, Amending Licensing Fees for Second Reading/Final Passage. Ms. Avallone explained that this ordinance creates a permanent exemption for 501(c) (3) classified organizations and increases fees for vital records. Dr. Gorelick motioned to approve BOH Ordinance 1-2023, Dr. Halevy seconded, and the following Roll Call vote was taken:

Dr. Marcus—Aye,     Dr. Budnick—Aye,     Dr. Gorelick—Aye,     Mr. Shusteris-Aye,  
Dr. Halevy—Aye,     Ms. Donnelly—Aye,     Mr. Pentangelo—Aye

The record shall reflect unanimous approval by all members present on BOH Ordinance 1-2023.

**NEW BUSINESS:**

Ms. Avallone reviewed the 2022 Annual Report. Ms. Avallone explained that the year was spent heavily focused on covid and clinical activities with over 2,157 covid vaccinations provided over 172 clinics and 95 home visits. There were also over 1,700 rapid covid test kits provided to local partners. Other activities of the department also continued such as 53 cases of other reported infectious disease investigations, 114 environmental complaints investigated and 156 retail food inspections provided. Mr. Shusteris motioned to approve the annual report, seconded by Ms. Donnelly and unanimously approved by all members present.

**OTHER BUSINESS:**

Ms. Avallone reviewed current disease trends in the community. Ms. Avallone informed the Board that there is a scheduled presentation from NJ Prevention Links for the next meeting. Ms. Avallone also provided an update that the electronic smoking device license subcommittee will be meeting before the next meeting and will report back then.

**PUBLIC PORTION OF THE MEETING:**

**ADJOURNMENT:**

A motion was made by Dr. Gorelick, seconded by Ms. Donnelly, and unanimously approved by all members present to adjourn the meeting at 5:59 PM.

Respectfully submitted,

Megan Avallone  
Board Secretary