



## **BOARD OF HEALTH**

### **Minutes of Meeting November 13th, 2018**

Attendance: Chair Carol Bradford, Board members Susan Sama, Linda Huet-Clayton, Health Director William Murphy, PH Nurse Phyllis Schilp, Beth Porter, BoH Admin., Selectman Janie Dretler. The meeting commenced at 4:00pm.

#### **4:00 Public Comment- None**

#### **4:05- Presentation to Janie Dretler, Selectman Liaison to Board of Health**

Director Murphy began the power point presentation showing the organizational chart of members, staff, and contractors. Murphy empathized the need for tax work off seniors (7 total) and interns to complete mandated responsibilities. Murphy further explained his role, job responsibilities, and percentages of time spent on completing his tasks. Inspectional duties demand much of his time. Special events such as hazardous waste collections and Melone testing were discussed. Goals for the Board include major revisions of existing regulations and addition of new regulations to protect public health.

Phyllis Schilp, RN, presented the Sudbury public health nursing roles and responsibilities. Communicable disease reporting and follow up with the MAVEN system, recent outbreaks, and time allocation was discussed. Added roles, not typical to nursing, include camp licensing and emergency preparedness. Phyllis stated there were 18 licensed summer camps, far exceeding most comparable towns. The demands of camp licensing may warrant additional staff.

Ms. Schilp summarized the success of the vaccination revolving fund and increased delivery in flu vaccine. Added clinics were a direct result of this successful program. Expansion of the vaccination program may include pneumonia and shingles vaccines. Goals included upgrading shelter protocol and MRC recruitment.

Mr. Murphy presented the social work component for Bethany Hadvab, the town social worker, who was unable to attend due to illness. The slides represented the referral and assistance programs that have been developed and the upgraded town website. HOPE Sudbury application statistics were presented and efforts to support financial situations of many struggling Sudbury families.

Selectman Dretler asked many questions about services and tobacco control efforts. Murphy presented the 2020 Healthy People federal initiative and goals from the 2016 MetroWest Health assessment. Health department efforts will be put toward mental health, tobacco control and obesity.

Dretler applauded the efforts of the Health Department and looks forward to meeting regularly with the Board.

**Nurse's Report report highlights-** Board reviewed report submitted by Phyllis Schilp.

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**Screenings**

- COA had 68 Blood Pressure, Heart Rate and Pulse Oximeter participants
- COA had 27 Blood Glucose Screenings
- Town Wide Flu Clinic 633 vaccines given

**Health Education**

- Flu Info to multiple news outlets
- Published in Town Manager's Newsletter
- Health Education on Hand Foot and Mouth Disease to High School
- Flu Guidelines for Outbreaks to all schools
- OSHA Requirements for vaccine to Police

**Communicable Disease**

- 7 Case Investigations included: 1 campylobacter, babesiosis, encephalitis, anaplasmosis, 3 Lyme disease cases.
- Continued follow up with TB Case Investigation

**FLU**

- Received 500 flu vaccines for total of 900 vaccines
- Adding 4 new Flu Clinics this year (town wide, drug take back day, Fire Prevention day and Bridges Memory Care)
- Widely publicized Flu information including health risks and clinic dates and times
- Held 11 Flu Clinics and gave 633 vaccines
- Continued home visit flu shots
- Many hours of Intern time with Flu paperwork and Massachusetts Immunization Information System MIIS entering of vaccines

**Emergency Planning**

- PHEP 4AB meeting
- PHEP funding request for 4A MRC Unit
- MRC AB meeting x 2
- 6 HHAN Drills
- Recruited and trained one new MRC Volunteer
- MRC participated in 5 Flu Clinic with volunteer hours of 95

**Social Worker report highlights-** Board reviewed report submitted by Bethany Hadvab.

Home/Community Visits, Office Visits: Slight total increase as people seek community resources and donations, including winter clothing.

Referrals- Continued to work on resource development and distribution, including via email, website, in person, at community events/flu shot clinics. Developed resource guides on buying a car and managing car accidents this month.

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HOPE Applications-Working with HOPE on approving a new application. Met with the HOPE board about this and other topics. Participated in the HOPE telethon on 11/3.

Police Department/Fire Department Referrals-Referrals for complex cases requiring multiple resources and interventions.

Fuel Assistance- Fuel assistance program starts again on 11/1. People have already begun requesting applications.

Presentations/Community Meetings/Outreach- Attended multiple meetings for Financial Fitness Sudbury, began planning additional supports for families at Longfellow Glen in collaboration with Longfellow and the clinician at Loring. Met with the LSRHS Guidance and Clinical teams to collaborate and share information about resources. Continued to meet with CRANE and attended the Sudbury Foundation Nonprofit Coffee Hour. All were opportunities to share/father information about resources and community needs.

Food Pantry Deliveries- Volunteers took on additional clients this month as the program expands to additional residents. Some residents have reduced the number of drop off days needed.

Donations/Volunteers- Donations through Single Mothers Program, Ongoing Needs sign up, and annual coat drives. Hundreds of coats and winter goods were collected. Many have been distributed and the remaining will be distributed at the MetroWest Free Medical Program and then donated to Project Just Because.

Phone Consultations/Case Management- Significant of financial and basic needs this month, especially regarding people without winter clothing and people at risk of homelessness.

Trainings- Attended MCDC's Human Service Coalition with a focus on community resources and cross town collaboration.

Individuals Served-Highest number of any month this year as people are preparing for the holidays, cold weather and the heating season.

Other- Held Single Mothers Program quarterly drive, held annual coat drive, assisted with town wide flu clinics, continued to work on holiday gift program, reviewed applications, began calling recipients and distributed needs to donors. Also continued with Financial Fitness Sudbury planning and supporting the Budget Buddies workshops. Started planning Credential to Career workshops in Sudbury in late winter.

**Special Town Meeting- Quarry North**

Mr. Murphy presented the three proposals for Melone's including Cavicchio's , solar farm, and relocation of the Sudbury Station housing project, known as Quarry North. Murphy described the health concerns for each proposal. Murphy had many discussions with other departments and boards and the consensus was that the Quarry North proposal preserved critical town land , connected trails and Conservation land, and relocated at large housing development to a more appropriate area.

**Huet Clayton made a motion to support the Quarry North proposal, Sama seconded, Motion Passed 3-0-0.**

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**Health Director Report** Mr. Murphy presented his report. Highlights include:

Septic- There were 5 soil evaluations and 37 installation/repair inspections.

Food- Peet's Coffee opened up at Meadow Walk. Daily pre-opening inspections were conducted leading up to opening. Max and Leo's, Paani's, MooYah under construction.

Housing- A Longfellow Glen resident reported mold. An inspection was conducted and the complaint was not substantiated.

Other- There was an oil release in a residential home. The Fire Department responded and Quick Dry was used to soak up oil. The amount was under ten gallons therefore DEP was not notified. Oil was contained and removed.

Sharps- The sharps contract was finalized and routine pick-ups have begun.

Melone Redevelopment- Quarry North development will be presented at a November 27<sup>th</sup> forum and December 11<sup>th</sup> Special Town Meeting.

List of Meetings:

1. Board of Health meeting 10/9/2018
2. Meeting on Storage Facility Rt 20 (Stone Farm next to Whole Foods)
3. Town Meeting
4. Staff Intern Lunch

**Correspondence**- Board review the following correspondence:

1. News release from DPH- *West Nile still active in Mass.1 10/12/2018*
2. DPH-Local Public Health Update Newsletter- Volume 3 , Number 7 October 2018
3. East Middlesex Mosquito Control Project- Proposed Budget request 10/26/2018
4. Mass. Region 4A General Coalition -Meeting Minutes 4/2/2018
5. Order to correct housing letter to Longfellow Apartments from Bill Murphy dated 10/11/2018.
6. MA DPH Job Description for Deputy Director for Problem Gambling Services
7. Town of Sudbury Conservation Commission Deer Hunting Regulations -2018
8. DEP – Transcript of additional webinar 9/26/2018 regarding Hepatitis Outbreak
9. Town of Sudbury "Guide to Preserving and Finding Housing" prepared by Bethany Hadvab.
10. News release MA DPH – West Nile
11. New food inspection forms- Coincide with new regulation changes

**Approval of Minutes** – Susan Sama made a motion to approve the minutes of October 9<sup>th</sup>, 2018 as amended. Huet-Clayton seconded. Motion passed 3-0-0.

Meeting Adjourned 6:03 pm