

## **BOARD OF HEALTH**

### **Minutes of Meeting January 8, 2019**

Attendance: Chair Carol Bradford, Board members Susan Sama, Health Director William Murphy, Social Worker Bethany Hadvab, BoH Admin. Beth Porter.  
The meeting commenced at 4:05 pm.

**4:05: Public Comments** – None.

**4:06: Bethany Hadvab Social Worker Report.** Highlights included:  
Highest volume of task-oriented work was highlighted:

- **Financial:**
  - Identified biggest financial burdens – phone, auto and media bills
  - Mass Bay C.C. resource and guide to purchasing phone/phone plans
  - Holiday to Tax Day Program, scheduled 3 workshops at Longfellow Glen
  - Credential to Career Workshop – helping to identify clear careers paths
  - Budget Buddies and Single Mothers Programs continue
- **Interns** updated and assembled informational resource guides/packets to be distributed to recipients of Holiday Gift Pgm. and low-income SED residents. Packets will be given out to new residents entering subsidized housing. Website continues to be updated.
- Social Work Office is documenting man hours spent working with residents on issues that are normally out of their purview.
- **Trauma Informed Case Management** courses being offered to agencies that interface (and work in conjunction) with the Social Work Office. Helps in identifying and working with individuals who have experienced trauma.
- Continued collaboration with Presbyterian Church that continues to fund Budget Buddies, baby-sitting, and various programs.

**2020 Budget Passed at Town Mtg:** Mr. Murphy presented the proposed FY 2020 budget.

Anticipated areas of increased spending are:

- Gas – Sudbury Public Nurse was provided with a vehicle in 2018
- Sharps – Police Dept. and Health Dept. have seen a steep increase in residents disposing of needles. The success of the program has resulted in a significant increase in pick-up
- Office supplies
- OSHA Laws and Compliance
- Clean Harbors – Hazardous Waste

**2018 Mosquito Control Annual Report:** The Eastern Middlesex Mosquito Control Project Annual Report was presented and reviewed. Sudbury continues to participate in truck mounted adulticide spraying in addition to aerial spraying. Many towns choose only larvicide aerial spraying which is effective, covers very large areas, and can be applied to areas that ground crews cannot access. The Board discussed continuing to review most recent data regarding adulticides as it relates to effective mosquito control.

**Motion to Approve Annual Report:** The 2018 Annual Report was presented to the board for approval. Motion by Chair, Carol Bradford, to accept the report. Board Member Susan Sama seconded the motion. Motion passed 2-0-0.

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**2019 Town Meeting Vaccine Revolving Account:** Mr. Murphy reported that the vaccine revolving account continues to grow with increased efforts to vaccinate for flu. Over 900 flu shots were administered and the reimbursement from insurance companies will increase. Town Counsel drafted a warrant article for the consent calendar proposing to increase the withdrawal limit to \$25,000.00. The account currently has a balance of \$31,000.00 but, the Health Department can only currently access \$15,000.00. The increase in budget would cover:

- Supplies (introduction of other types of vaccines)
- Nurses to help administer vaccine (paid position)
- Administrative work
- An additional \$3,000.00 from the Vaccine Fund will be requested from Town Meeting to be appropriated towards the Metro West Tobacco Coalition to fund compliance checks at tobacco retailers. Grant funding for tobacco control efforts expires this year.

**Motion** made by Susan Sama to pass Warrant(s) to increase funds in Revolving Vaccine Account to \$25,000 and to appropriate \$3,000.00 from Revolving Vaccine Account to fund M.W.T.C. for tobacco compliance checks. Carol Bradford seconded the motion. Motion passed 2-0-0.

**Septic Regulations:** Mr. Murphy continues to work on updating and revising the Sudbury septic regulations. He is including in his assessment of updates, information that he gains from being out in the field, input from experienced septic installers/engineers and input from other towns.

**Vaping:** The Health Department and Board continue to research and identify the most prevalent challenges presented by e-cigarettes and vaporizers. Issues that need to be addressed are:

- Metro West Tobacco Coalition is running out of funding. We need \$3,000.00 to continue compliance operation. It is proposed to appropriate the funds from the Vaccine Revolving Account.
- Significant increase in teens using vaporizers. Looking into most effective ways to deter kids from e-cigarettes. Additional resources need to be put towards:
  - Pediatricians educating parents and children
  - Outreach and Programs in the grade schools, Middle School and High School
  - Considering forming a task force comprised of Police, Pediatricians, and Students
  - Discussing the importance of finding facts and informational pamphlets that are current and detailed.
  - Posting most current and effective resources on Sudbury Health website.

**Update on 2019 Permit Renewals:** The Health Department processed:

- Food Permit Renewals 88%
- Tobacco Renewals 90%
- Trash Haulers 90%
- Septic Haulers and Septic Installers pay as they go.

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### **Health Director's Report:**

- Max and Leo's Pizzeria opened in December after many pre-opening inspections
- Preparations for Quarry North Special Town meeting was time consuming. Research and meetings were necessary to prepare for questions regarding contamination and public health.
- Budget was prepared for FY 2020

**Phyllis Schilp Public Health Nurse's Report-** The Board reviewed both November and December reports. The highlights include:

### **Health Education**

- Flu Info to multiple news outlets
- Published in Town Manager's Newsletter
- Health Education Norovirus to Elementary School
- Published in Crane newsletter on Marijuana, Opioids and Flu
- School Health officer outreach to Middle and Elementary schools on tobacco, vaping and Marijuana and Opioids
- Shingles Education to the Senior Center Staff
- Memory Screening at the COA and Health Educational Information

### **November Communicable Disease**

- 10 Case Investigations included: 1 Hep C, 1 anaplasmosis, 2 Influenza, 5 Lyme disease cases, 1 varicella.
- Closed out TB Case Investigation
- Norovirus Investigation at Nixon School
- Followed up on food Born Illness compliant at Whole Foods

### **Meetings/Trainings**

- Metro West MAPHN meeting
- MRC AB meeting x 2
- BOH meeting presented to Selectman
- Training on Acute Flaccid myelitis
- Co-taught with School Nurses CPR Class at Peter Noyes School for Health Teachers
- School Wellness Committee Meeting
- State Influenza Update Meeting
- Assistant Fire Chief for Contract Review and Intern policies
- MEMA Shelter Management Course

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**FLU**

- Adding 4 new Flu Clinics this year (town wide, drug take back day, Fire Prevention day and Bridges Memory Care)
- Held 4 Flu Clinics at Metro West Free Medical Program on two dates and Hazardous Waste Day and Bridges memory Care Unit gave 138 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 approved
- MRC participated in 2 Flu Clinic with volunteer hours of 6
- Created a need registry application and cover letter for Social Work and Senior Center to register vulnerable residents to vulnerable population
- Worked with Intern to create an Emergency Preparedness Guide for Residents
- Ready Go Kit for shelter opening
- 1 Page reference Guide for contact info for Sudbury emergency Preparedness
- Updated Shelter registration Form
- MEMA Shelter Management Course

**December Communicable Disease**

- 7 Case Investigations included: 1 Anaplasmosis, 1 Hep C, 2 Campylobacter, 1 Influenza, 2 Lyme disease cases.
- New TB Case Investigation
- Followed up on food Born Illness compliant in Duxbury

**Emergency Planning**

- PHEP 4AB meeting x 2
- Working on need registry application and cover letter for Social Work and Senior Center to register vulnerable residents to vulnerable population
- Created a Pet Registration Form and Pet Shelter Rules
- Met with 4A PHEP Planner
- Updated EDS Plan
- HHAN Quarterly Drill
- Facilities Set Up Drill Completed
- Site Activation Drill Completed
- Staff Notification Drill Completed
- All quarterly drill paperwork submitted to Mass Dept of Public Health
- Shelter Basement Clean Out
- MRC Background Check updates

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**Next Board of Health Meeting February 12, 2019**

**Correspondence Signed:**

- Staff Notification & Assembly Drill Form for Emergency Shelters
- Facility Setup Drill Form for Emergency Shelters
- Disease Status form for 2018
- Correspondence 267 Landham Rd Permission for septic repair pending engineering plans
- Correspondence Lot G06-0596 Lillian Way Permit extension denied. Plans no longer compliant
- Local Public Health Update November, 2018
- Public Health Coalition 24/7 Contact List FAQ Sheet
- EOHHS Inspection Report of Police Dept.
- Local Public Health Update December, 2018
- EOHHS Informational - Mitigating the harms of Gambling

Meeting Adjourned 6:04 PM