

CITY CLERK  
GLOUCESTER, MA

14 DEC 16 AM 9:51

**CITY OF GLOUCESTER  
Board of Health  
Minutes of the Meeting  
April 17, 2014  
CATA Training Room  
3 Pond Road  
Gloucester, MA 01930**

Board members present: Chairperson: Dr. Richard Sagall, Vice-Chairperson: Robert Harris; Frederick Cowan and Claudia Schweitzer. Present from the Health Department: Public Health Director: Noreen Burke; Public Health Nurse: Lianne Cook; Manager of Environmental Health: Max Schenk. Absent: Joe Rosa.

**PUBLIC ORAL COMMUNICATION**

There was no "Public Oral Communication".

**APPROVAL OF MINUTES**

**MOTION** by Ms. Schweitzer to approve the Gloucester Board of Health minutes of the meeting of March 20, 2014 as written. **Seconded** by Mr. Cowan. **CARRIED**. Mr. Harris **abstained**.

**OLD BUSINESS**

**ORGANIZE IDEAS AND SUGGESTIONS IDENTIFIED AT THE 3/20 MEETING-** *Ms. Burke* stated that it was nice to look over the minutes from the March 20<sup>th</sup>, 2014 meeting and reflect on the history of Health Department and the Board of Health. She stated that she understands the importance of a working meeting to the board members. She stated that there are minute funds for fifteen meetings per year. *Mr. Cowan* asked *Ms. Burke* to check with the Legal Department if the meeting has to be transcribed if there is a recording of the meeting. *Mr. Schenk* responded that the minutes need to be transcribed so they can be posted and the recording has to remain available for a certain amount of time. *Chairperson Sagall* hopes that they are able to form subcommittees and target potential items to evaluate at this meeting. He suggested that the board form a subcommittee to evaluate the performance standards put forth by the Massachusetts Department of Public Health to ensure they are meeting those standards. *Mr. Cowan* stated that the board should focus on strategy not just planning.

**REVIEW FOR FURTHER CLAIRFICATION-** *Ms. Burke* stated that some of the items that the board discussed at the last meeting were: North Shore Community Heath Project, the Dental Centers, emerging wellness life style changes, health promotion, education, health management to manage chronic diseases and connections with the senior center, the homeless issues in the city, Health Department's infrastructure needs, professional development of staff, regionalization, and educational forums. *Chairperson Sagall* stated that his list is similar: Dental Clinic, accreditation, regional activity, performance review of mandated services, emergency preparedness, obesity prevention, health education, homelessness, internal infrastructure, professional development/education for staff, health education outreach. He stated that these are the items that the board needs to prioritize.

**REVIEW FOR OTHER ISSUES TO BE ADDED OR ISSUES TO BE DROPPED-** The board discussed regionalization and other items that were identified.

**PRIORITIZE ISSUES-** The board agreed that one of the priorities should be the dental clinic, and developing a subcommittee to evaluate the needs and the functionality of the clinic. The board discussed emergency preparedness as a priority and suggested that Karin Carroll come before the board to discuss the issue. The board identified three issues as their top priorities: dental clinic, accreditation, and performance review of mandated services.

**DISCUSS AND AFFIRM NEXT STEPS FOR TOP 2-3 ISSUES –** The board agreed to form subcommittees to gather the information of priorities and formulate a plan and bring it to a working meeting. The members of the dental clinic subcommittee will be Chairperson Sagall and Ms. Burke. The members of the accreditation subcommittee will be Rob Harris, Ms. Schweitzer and Ms. Burke. The members of performance review of mandated services subcommittee will be Mr. Cowan, Ms. Cook and Mr. Schenk. The board agreed to cancel the next working meeting to gather more information. The board agreed to give updates of the subcommittees at the regular monthly Board of Health meetings.

## **NEW BUSINESS**

**PUBLIC HEALTH ACCREDITATION-** Ms. Burke encouraged board members to read the PowerPoint on accreditation.

**SURVEILLANCE SERVICES MOSQUITO CONTROL DISTRICT-** Ms. Burke stated that mosquito-borne illnesses are a threat to public health and cities and towns like, Gloucester, cannot determine where the areas of risk are. She stated that there is no way to purchase just the surveillance services provided by the mosquito control district. The board suggested drafting a letter inviting Ann-Margaret Ferrante and Bruce Tarr to a board meeting to discuss the issue.

## **CONCERNS OF BOARD MEMBERS**

**NAME TAGS-** Mr. Cowan stated that the name tag font is going to be slightly larger and they are sending a new proof to review.

**ANNUAL REPORT-** Chairperson Sagall stated that he and Ms. Burke met with the Mayor to discuss the annual report and she was very enthusiastic about the report.

**PET WASTE MEETING-** Ms. Burke thanked Chairperson Sagall for attending the City Council meeting on pet waste with her.

**BOARD OF HEALTH MEETINGS-** Ms. Burke stated that the next Special Board of Health Meeting will be on May 1, 2014. The board agreed to move the July Board of Health meeting to July 10, 2014.

**MOTION** by Ms. Schweitzer to adjourn.  
Seconded by Mr. Cowan. **CARRIED.**  
**MEETING ADJOURNED – 7:55 p.m.**

Respectfully submitted,

---

Bobbi Orlando

Accepted by:

---

Richard Sagall, Chairperson