

CITY OF GLOUCESTER
Board of Health
Minutes of the Meeting
December 5, 2013
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

Lianne Cook introduced Gladys Kirui, a registered nurse from Salem State nursing who is doing a semester long internship with the Gloucester Health Department.

PUBLIC ORAL COMMUNICATION

There was no “Public Oral Communication”.

APPROVAL OF MINUTES

MOTION by Ms. Schweitzer that the Gloucester Board of Health approve the Minutes of the Meeting of November 7, 2013 as written. **Seconded** by Mr. Harris. **CARRIED**. Mr. Cowan abstained.

MONTHLY REPORTS

Presented by Noreen Burke, Lianne Cook, and Max Schenk

FLU CLINICS- *Ms. Cook* reported that they are wrapping up their flu season activities. She stated that they saw approximately 2300 people at the flu clinics at multiple venues. She stated that 30% were 65 or older and 25% were between the ages of 6 and 15. She stated that they just did a thank you gathering for their volunteers. She stated that Massachusetts has the highest vaccination rate in the nation based on 2012 statistics. *Chairperson Sagall* asked what percentage of people vaccinated at the clinics had health insurance. *Ms. Cook* responded that at this point they do not have that information but they are working on that data. She stated that next year they will have the capacity to utilize a billing service to bill health insurances for the vaccine. She stated that they have excess flu mist left over that expires December 23, 2013 and the State has a program that will accept that vaccine back. She stated that they can put in an order to get a few vaccines back with longer expiration dates to have on hand. She stated that the majority of next year’s vaccine should be quadrivalent.

SHINGLES CLINIC- *Ms. Cook* stated that they had 22 Shingles vaccine on hand and they used them on the people who were on the waiting list. She stated they do not have any more funds to purchase more Shingles vaccine. She stated that she learned there are different finance options. Through the private insurances it is a medical benefit and through Medicare it is a prescription benefit and it is to the Medicare recipient’s advantage to go to the pharmacy and get it there.

ANNUAL REPORT- *Mr. Schenk* reported that he met with Joe Rosa and Rob Harris to work out some of the details and he has integrated the edits to the Annual Report document. He stated that there is a lot of information that is going into it and will have a draft for board members at the next meeting.

HOARDING TASK FORCE- *Mr. Schenk* reported that he attended the bi-monthly Hoarding Task force meeting and they developed a flow chart of how to respond to hoarding cases and what departments get involved at what time. He stated that they will be inviting emergency responders, such as the Police and Fire Departments to the next meeting.

WARD 5 COUNCILOR- *Mr. Schenk* reported that he met with Bill Fonvielle regarding the history of Title 5 issues in West Gloucester. He stated that they also gave Mr. Fonvielle a general overview of the health Department and other programs, such as emergency preparedness and substance abuse prevention.

TRAINING- *Mr. Schenk* reported that he attended a training presented by Massachusetts Health Association with Chris Sargent. He stated that one of the topics they discussed was smoking in buildings that have been designated as non-smoking and medical marijuana falls under those same guidelines and is treated the same way.

STAFFING UPDATES- *Ms. Burke* reported that they have offered the Healthy Gloucester Collaborative Principle Clerk position to Anastasia Satterfield. She stated that Ms. Satterfield has accepted the part-time position and will start on Tuesday, December 10, 2013. She stated the Terry O'Hanley, the Principle Clerk for the Health Department has filed her retirement paperwork and her last day will be on December 20, 2013. She stated that they are working on getting the position posted. She stated that the Grants Accountant Specialist has been posted and they have interviewed a few candidates but have not had a strong candidate pool. She stated that Jade Langley the Medical Reserve Corp Coordinator has resigned and they have started to interview for her position. She stated that the part-time dental hygienist position did not go forward because of a change in the business situation. *Ms. Schweitzer* stated that she spoke with Dr. Polan the dentist at the Dental Center and he mentioned a grant through the Cummings Center. *Ms. Burke* stated that Jessie Williams Reynosa is working with Dr. Polan on that grant.

REGIONAL OPIATE FORUM- *Ms. Burke* reported that Ms. Schweitzer and Mr. Rosa attended the Regional Opiate Forum at Cruiseport in November with her. *Ms. Schweitzer* stated that she attended the forum presented by the Health Gloucester Collaborative. She stated that it was an excellent forum.

GRANTS- *Ms. Burke* reported that she continues to work with Steve Winslow on the Mass in Motion Grant. She stated that they have been meeting to discuss the topic of workplace wellness. She stated that Mr. Winslow is trying to obtain grant money to hire a nutritionist/wellness coach as a consultant.

CITY STAFFING CHANGES- *Mr. Schenk* stated that they were introduced to the City's new IT Director, James Pope. He stated that Jeff Towne, the Chief Financial Officer is leaving.

OLD BUSINESS

MOSQUITO CONTROL- *Ms. Burke* stated that Essex voted down joining the district at their November Town meeting.

MEDICAL MARIJUANA UPDATE- *Ms. Burke* reported that Ms. Cook supplied board members with an article from the Boston Globe. *Ms. Cook* stated that there are many State Representatives and Senators that are key lobbyists for large corporations to get the coveted 35 licenses. She stated that there are 100 applicants from an original 150, 35 licenses of which a minimum of 1 and a maximum of 5 can be allocated by county. She stated that the big community that people are vying for is Lowell because of its central transportation location. She stated that 17 of the 100 applicants are in our service area.

EMERGENCY PREPAREDNESS SITE- *Ms. Burke* stated that the Centers for Disease Control and Prevention (CDC) will be doing a site visit to look at their Emergency Dispensing Site at the O'Maley Middle School. *Mr. Cowan* stated that they really should look at signage at the site, since it is not an easy

CONFERENCES- *Ms. Burke* stated that she has made a goal that the staff of the Health Department and the Board of Health take advantage of one professional development opportunity a year. She stated that Mr. Schenk and Mr. Sargent recently attended the MHA training. She stated that there are also board certification trainings available.

NEW BUSINESS

HEALTH DIRECTOR REFLECTIONS 1st TWO YEARS AND PRIORITIES MOVING FORWARD-

Ms. Burke stated that this coming January marks her two year anniversary with the Gloucester Health Department. She stated that Doty Swope has been assisting her with some management challenges. She shared a report with board members that Ms. Swope created. She stated that really wants to create a strategic road map of where the Health Department is going. She stated that Ms. Swope will be contacting board members to survey them for their input on strategic direction. She stated that she is concerned with the complaints and permitting database. She stated that the databases really need to be updated. She stated that some of the questions that Ms. Swope came up with were: "How do we ensure Gloucester continues to practice the 10 essential public health functions effectively and efficiently?" "What are the Health Department's biggest strengths and what are the biggest challenges?" "Where can they increase efficiencies?" "Where do they need to build capacity?" "How do they ensure healthier futures for all Gloucester residents?" "How do they expand their vision beyond the Department and into the community?" "Does every member of the Public Health Department and leadership agree and align their vision and have a common goal?" She stated that she is trying to evaluate, manage, and sustain many of the changes that Mr. Vondras brought in his time in Gloucester and continue to be a broad-based Health Department. She stated that the State has still been pushing for regional Health Departments. She stated that Ms. Swope has been a great help in preparing for the future. She stated they are still concerned with the space limitations at Pond Road.

Mr. Cowan stated that he would like to see the staff at the Health Department have name-only id badges to identify the staff and would be willing to fund that.

The board thanked Ms. Burke for her presentation and agreed that it would be beneficial to create a subcommittee to continue the discussion of long term planning. The board agreed to add the item to next month's agenda.

CONCERNS OF BOARD MEMBERS

MEALS AT THE SENIOR CENTER- *Mr. Cowan* stated that he has been trying to expand the free meals program at the Senior Center through the Federal Meal Grant. He stated that at Thursday's free Lunch in Rosie's Café they have increased the attendance average from 14 people to 90 people.

HOLIDAY STAFF PARTY- The board agreed to postpone the holiday party until after the holidays.

BOARD OF HEALTH MEETINGS- *Ms. Burke* stated that the next Board of Health Meeting will be on January 9th, 2014.

MOTION by Ms. Schweitzer to adjourn.
Seconded by Mr. Cowan. **CARRIED.**
MEETING ADJOURNED – 7:25 p.m.

Respectfully submitted,

Bobbi Orlando

Accepted by:

Dr. Richard Sagall, Chairperson