

Wellesley Board of Health
Meeting Minutes
February 15, 2011

Present:

Shepard Cohen, Chairman

Marcia Testa Simonson, PhD Vice Chair

Lloyd Tarlin, MD Secretary

Staff:

Holly Detroy, Environmental Health Specialist

Deadra Doku Gardner, Administrator

Lenny Izzo, Environmental Health Specialist

Cheryl Lefman, Health Communications Specialist

Elizabeth Stark- Public Health Nurse Supervisor

Mary Suresh, Director

The meeting was called to order at 9:35 a.m.

The meeting minutes for January 11, 2011 were approved.

1. Mental Health

a) QPR

Mary Suresh and Cheryl Lefman reported on the QPR trainings that are being scheduled for the Spring. QPR training has been scheduled for the library employees in April. A second community training is being scheduled for the first week of May. The Board of Health would like this training to be offered to faith based organizations. Cheryl Lefman will research the groups to be included and will forward an invitation. Jon Mattleman has been budgeted and scheduled to conduct two trainings for boards and commissions.

The Board of Health has requested that Mary Suresh and Cheryl Lefman provide a formal written plan for the QPR training sessions at the next meeting.

b) Website Listserv

Cheryl Lefman reported on the new Town of Wellesley website. The Board of Health requested that a listserv be developed with the Youth Commission and the Council on Aging. The listserv could provide a weekly email to residents

notifying them of upcoming events and items of interest relative to all Town health and human services.

c) Mental Health Coordinator (HRS)

Mary Suresh reviewed the prospective job description bullet points for the mental health coordinator position. This will be a part-time position focusing on mental health activities in the community. The position will be responsible for managing QPR training, coordinating various mental health meetings, maintaining the website, seeking new grants, and importantly, reaching out to the Housing Authority residents.

The Board of Health has requested that Mary Suresh draft a formal job description and meet with the HRS Director Rob Evans.

d) Housing Authority

The Board of Health approved the draft letter to be sent to the Housing Authority Chairman, John Schuler.

2. Administrative

a) Wellesley College

Mary Suresh reported that Wellesley College is offering students a course in Public Health. Mary reported that Professor Charlene Galarneau, who teaches this course, would like to add a field/internship segment as a requirement.

b) Boston University

Mary Suresh reported on the program at Boston University titled *Partners in Health and Housing*. Professor Deborah Bowen has invited the Board of Health to visit and learn more about the program.

Mary Suresh will arrange the meeting.

c) Nail Salons

Lenny Izzo reported on an upcoming meeting regarding state-wide regulations being hosted by the Town of Wellesley. Currently Wellesley does not have Nail Regulations. Additional information will be provided at the next meeting.

d) Staff update

Mary Suresh reported that Elizabeth Stark has been hired as the Public Health Nurse Supervisor. Effective date of hire was February 14, 2011.

The Board of Health will review the job descriptions for the new or upgraded position of Administrator, and the postings for the Director's to-be vacant position.

The Board voted to approve the title change from "Health Communications and Services Specialist" to "Community Health Coordinator". This change must be voted by the Human Resource Board.

e) Signature approvals

The Board of Health voted and approved a memo to Hans Larsen stating that Deadra Doku Gardner is approved to sign documents in regard to payroll and invoicing.

f) Regional Meeting

Mary Suresh reported that a *Regional Dialogue* will be held by the Commissioner of the Department of Public Health, John Auerbach, on March 4, 2011. The meeting is being held at the Morse Library in Natick, MA.

3. Community Health

a) CHNA

Cheryl Lefman reported that she will be going to a meeting on social media in Public Health presented by the CHNA.

b) Wellness Programming update

Cheryl Lefman reported on Healthy Wellesley programs for Spring 2011: Healthy Cooking, Yoga, and maintaining a Health Brain are all being offered.

c) CPR Training

Shep Cohen reported on a recent article on the importance of CPR training in the public schools.

The Board of Health agreed that a program be made available to high school seniors prior to graduation. Mary Suresh has contacted Ann Prinn, Director of Nursing for the Wellesley Public Schools.

d) Flu Vaccine 2011-2012

Mary Suresh reported that the amount of vaccine provided by the Department of Public Health will be reduced during the 2011 to 2012 season. The Board of

Health voted to approve funds (\$7,000) to purchase the vaccine from the Healthy Wellesley Gift Funds.

4. Environmental Health

a) Housing Authority

The Board of Health agreed that a meeting be scheduled with the Housing Authority Board. Shep Cohen will arrange the meeting and coordinate the agenda with the Housing Authority Board.

Mary Suresh will find out what health-related activities take place at Barton Road. Ms Suresh will provide the Board of Health with a report at the next meeting.

b) East Middlesex Mosquito Control Project (EMMCP)

Lenny Izzo reported on legislative changes that will impact the EMMCP. Additional information will be provided at the next meeting.

c) Wellesley College- Well Application

Lenny Izzo reported that Wellesley College will be seeking a variance for a irrigation well. Before the Board of Health approves a variance, the college must have the approval of the DEP, NRC, and DPW.

The next meeting of the Board of Health will be announced.

The meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Deadra Doku Gardner