

Wellesley Board of Health  
Meeting Minutes  
November 18, 2011

Present:

Shepard Cohen, Chairman  
Marcia Testa Simonson, PhD, Vice Chair  
Lloyd Tarlin, MD, Secretary

Staff:

Deadra Doku Gardner, Administrator  
Lenny Izzo, Director

The meeting was called to order at 11:30 am.

The meeting minutes for October 18, 2011 were approved.

**1. Mental Health**

a) Question, Persuade, Refer (QPR)

Lenny Izzo reported on the QPR training that was conducted on November 15, 2011. Jon Mattleman was the trainer. There were fourteen in attendance. Participants were two college students, parents, teachers, a guidance counselor and an assistant principal from the Wellesley Public School.

b) HRS and Charles River Mental Health Contracts

The Board of Health reviewed the Human Relations programming contract for FY12-13. The Board of Health voted to maintain the contract in its original FY11-12 format. There will be no changes to the contract. According to the Advisory guidelines for FY 13, the contract will be level funded.

The Board of Health agreed to level fund Charles River Arc for FY13.

**2. Administrative**

a) Human Resources

Shep Cohen reported that the Administrator's job description is still being reviewed by Human Resources. The position description has been reviewed several times over the last twenty months.

The Board of Health agreed that in January 2012 a new position description will be drafted for an office secretary and an upper level management position in the salary pay plan of a series 55-60. Marcia Testa Simonson will follow-up with the Human Resources Board.

The Board of Health agreed that job descriptions be prepared for two part-time employees in January 2012: a sanitarian (.5 FTE) and a public health RN (.5 FTE).

b) FY13 Budget

The Board of Health reviewed, voted and approved the FY13 Budget.

Lloyd Tarlin requested a breakdown of expenses from FY11.

c) Associate Member

The Board of Health voted to appoint Carol Hannenberg as an Associate Member of the Board.

### 3. Community Health

a) Wellesley Public Schools - Pneumonia

Leonard Izzo reported on the pneumonia outbreaks in the public schools. New cases are still being reported, however less frequently.

b) Wellesley College

Lenny Izzo reported that a freshman has been hospitalized with possible viral meningitis or encephalitis. The student has been transported from Newton Wellesley Hospital to Massachusetts General Hospital. Loretta Jaksic is in communication with the Department of Public Health and the hospital.

Lenny Izzo reported that there is a suspected case of chicken pox of a Wellesley College food services employee.

Marcia Testa Simonson reported that the public schools are not using the absenteeism reporting program. Leonard Izzo has asked Bella Wong to track absenteeism in the schools by using the tracking program.

c) Wellesley Housing Authority

Shep Cohen reported that he has been in contact with the Housing Chair Michael Price and the Director Pam Allen.

The Board of Health agreed that Lenny Izzo meet with Pam Allen to discuss a Resident Health Council which would include members from the Council on Aging, Youth Commission, Schofield School Guidance Department, and Officer Evan Rosenberg from the Wellesley Police.

Lenny Izzo reported that a monthly Keep Well Clinic has been established at Barton Road. Krisann Miller is the public health nurse for these clinics. Mr. Izzo

reported that there have been two clinics with only two residents in attendance. Additional information will be provided at the next meeting.

#### **4. Environmental Health**

a) St James Church

Lenny Izzo reported on St James Church located on Route 9. The Archdioceses has turned off the heat and water, and there is currently no valid occupancy permit. Mr. Izzo reported on a meeting he attended which included the Building Department, Police and Fire Departments, Selectman's Office, and Town Council.

b) Chartwell Dining Services

Leonard Izzo reported that food service practices have been improving, however there continues to be problems in sanitation and communication. Pest control is still not entirely effective.

Mr. Izzo will be addressing the issues with Bella Wong.

c) Beavers

Leonard Izzo reported on the beaver lodge and dam. Mr. Izzo provided the Board of Health with an overview of the beaver population, habitat and living arrangements. Mr. Izzo defined the areas of town that are being affected and reported that the Department of Public Works has hired Beaver Solutions, a beaver specialist agency to review the dam and provide expert advice on a solution. A full report is expected by the end of the week.

Additional information will be provided at the next meeting.

#### **5. Emergency Preparedness**

a) Lunch and Learn Program

Lenny Izzo reported on the Lunch and Learn for Seniors program that took place on November 4, 2011. Dawn Sibor from Brookline was the speaker. There were approximately 30 residents in attendance.

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

The meeting was adjourned at 1:40p.

Respectfully submitted,

Deadra Doku Gardner