

**RECEIVED**

By Karen Wilber/Assistant Town Clerk at 3:39 pm, May 17, 2023

TOWN OF NORTHBOROUGH BOARD OF HEALTH

Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5009 • 508-393-3130 Fax

MEETING MINUTES

Greater Boroughs Partnership for Health (GBPH) Advisory Board March 8, 2023 at 2:00pm by Zoom

PRESENT VOTING MEMBERS: Kristin Black, PhD, MS (Northborough), Jennifer Sullivan (Westborough), Heather Alker, MD, MPH (Southborough), Sarah Barrette (Boylston)

ALTERNATIVE VOTING MEMBER: Chelsea Malinowski (Southborough)

PRESENT NON-VOTING: Taylor West, RN (Southborough), Ann Marie Muckenstrom, RN (Boylston), Isabella Caruso, MPH, Erin Couillard, RN, Michael Seager, CP-FS, Jim Frederick, RN

2:03 – Call to Order

Kristin Black called the meeting to order. A roll call of voting members took place; Kristin Black, Jennifer Sullivan, and Heather Alker, Sarah Barrette, all present.

2:04 – Public Health Excellent Grant

Isabella Caruso shared a new initiative through MDPH with the board. Racial Equity Trainings will be offered via Zoom multiple times throughout the week through March and April. It is a requirement for shared service arrangements.

2:05 DPH Capacity Assessment

Isabella Caruso reviewed the CART recommendations, which were the outcome of the Baseline Capacity Assessment through the Massachusetts Department of Health and BME Strategies. Caruso opened the meeting to feedback on the report from the Advisory Board.

The first recommendation highlighted disease control and prevention as an area we may need to invest in more staff. Kristin Black shared that the data was pulled from a period before our shared staff started. Jennifer Sullivan and Heather Alker agreed this recommendation is not applicable at this time.

The second recommendation made by the CART was to join a Tobacco Control Coalition. Kristin Black discussed the possibility of Boylston, Northborough, Southborough, and Westborough joining the Framingham Region for tobacco control. We have requested to be a part of the region and are waiting to hear from the State. If we are unable to join the existing tobacco group, Kristin discussed alternatives, including contracting the work out in 2024, through grant funding.

Kristin Black discussed the nuisances and community sanitation data. More data will be requested from BME Strategies. Additionally, Black discussed the third recommendation which included backup documentation.

Regional training hubs will offer trainings around these topics, which will hopefully include best practices for documenting nuisances and keeping records to improve our capacity.

Kristin Black will be working on a draft budget when more information is available for the Fiscal Year 2024. An additional advisory meeting may be required in a month to discuss the draft budget.

The CART included inspectional tools that municipalities in our region currently have access to. Jennifer Sullivan requested a noise meter and moisturizer meter. Black reminded all members to let her know if they have equipment/items that need to be ordered, as the grant funds are available.

2:22 – COVID-19 Case Investigation and Contact Tracing Grant

Kristin Black provided an update on the COVID-19 Case Investigation and Contract Tracing grant. On January 30th, the state awarded a third year of funding. It was originally a 2-year grant, which we are in the second year of. The State has yet to determine if this additional year of funding will be able to be rolled over to the next fiscal year. Some ideas for the use of the funds include expanding our Narcan training and distribution, increasing health education and communication, and offering reduced-cost CPR/AED trainings to residents. Northborough had a successful experience offering CPR/AED trainings, through American Heart Association, to residents. The Board will discuss these additional project ideas at the next meeting.

2:23 –IMPACT Melanoma Sun Safety Resources and Program

Isabella Caruso provided an update on our ongoing work with IMPACT Melanoma to install sunscreen dispensers throughout the region. Northborough and Southborough have purchased their sunscreen dispensers. Boylston and Westborough are in the process of identifying available funds to purchase their sunscreens dispensers. Tabling material is also available through IMPACT Melanoma. Caruso continues to be the point person for this project and will communicate with IMPACT Melanoma and each town.

2:37 –Opioid Funds

Kristin Black provided an update on the opioid funds for municipalities. MassCall3, out of Hudson, is available to Northborough, Southborough, and Westborough, which is providing \$10,000 for prevention work. Laura Antonelli, the Hudson Health Director, is the point person for this grant. Northborough and Southborough are considering hosting a community norm training through the Montana Institute.

2:40 – Narcan Trainings

Erin Couillard provided an update on the Narcan trainings, offered through the Community Naloxone Purchasing Program. Since late December, we have hosted 16 large group trainings and distributed 462 doses of Narcan to the community. There are ten trainings set up in March-April, throughout the four towns. Nurses are also available to complete individual trainings, as well as staff or business trainings. Public health nurses continue to conduct home wellness checks for residents upon request or referral.

2:45 – Health Literacy

Kristin Black discussed the idea of a health literacy campaign through the Northborough library. This would include compiling resources for navigating health topics. The Board was agreeable to this project idea. Jennifer Sullivan described a monthly health education campaign for the region, including fliers and social media posts. Black discussed options to complete this project using APHC or a contracted graphic designer.

2:49 – DPH Intern

Kristin Black shared the DPH intern posting for Northborough/Greater Boroughs Partnership for Health. The intern posting included several project topics, including food insecurity, health regulations, and health communication/social media. Black will update the group at the next meeting.

2:53 –GBPH Website

Kristin Black purchased a shortened URL (www.gbph.org) to be used as the Greater Boroughs Partnership for Health’s website. We are currently using a temporary webpage. Black shared that we will be using a graphic designer with a third-party website to create an independent webpage for our group.

2:54 – Approval of Meeting Minutes from September 14, 2022

Heather Alker made a motion to approve the meeting minutes from September 14, 2022. Seconded by Kristin Black. Kristin Black, Heather Alker, and Jennifer Sullivan approved the minutes, and Sarah Barrette abstained.

2:56 –Approval of Meeting Minutes from December 14, 2022

Chief Flanagan is not a voting member, his name will be moved to “Non-Voting Member” at the top of the minutes. Kristin Black made a motion to approve the revised meeting minutes from June 15, 2022. Seconded by Heather Alker, all in favor.

2:57 – Confirm Future Meeting Dates

Future meetings are tentatively scheduled for April 12th at 1 pm for a 30-minute budget meeting, if needed. The quarterly meetings will be tentatively scheduled for June 14th, and September 13th, December 13th, and March 13th.

Jennifer Sullivan motioned to adjourn the meeting at 2:59. Sarah Barrette seconded the motion, all in favor.