



Needham Board of Health



AGENDA **Friday, June 12, 2015** **7:00 a.m. – 9:00 a.m.**

Charles River Room – Public Services Administration Building
500 Dedham Avenue, Needham MA 02492

- **7:00 to 7:05 - Review of Minutes**
- **7:05 to 7:20 - Environmental Health Issues**
 - Environmental Health Agents Report
 - Briefing on Animal Permit Variances for July
 - Discussion of Rosemary Pool
- **7:20 to 7:50 - Bodyworks Regulations (Kate, Chris, Chief Droney)**
 - Police request re: Hours of Operation
 - DCJIS Model CORI Policy
 - Discussion
- **7:50 to 7:55 - Director Report**
- **7:55 to 8:20 - Staff Reports**
 - Traveling Meals Coordinator Report
 - Substance Abuse Prevention Coordinator Report
 - Public Health Coordinator Report
 - Public Health Nurses Report
- **Additional Items for Discussion**
 - Food Inspections & Permitting Fees—Annual Revenue and Comparison to Neighboring Communities
 - Concussion Regulations and New Grant Funding
- **Brief Items of Interest**
 - Posting of Sanitary Inspection Grades for Food Establishments
 - First Look at Data from 2014 MetroWest Adolescent Health Survey
- **Next Meeting Scheduled for July 10, 2015**
- **Adjournment**

NEEDHAM BOARD OF HEALTH

May 8, 2015

MINUTES

PRESENT: Jane Fogg, M.D., Chair, Stephen Epstein, M.D.
Vice-Chair, Edward V. Cosgrove, Ph.D.

STAFF: Timothy McDonald, Donna Carmichael, Tara
Gurge, Maryanne Dinell, Alison Paquette,
Carol Read

CONVENE: 7:00 a.m. - Public Services Administration
Building (PSAB), 500 Dedham Avenue, Needham
MA 02492

DISCUSSION:

I. Call To Order - 7:10 a.m. - Dr. Fogg

II. Approve Minutes:

Upon motion duly made and seconded, the minutes of the BOH meeting of April 10, 2015 were approved as submitted. The motion carried. Unanimous vote.

III. Board Re-Organization

Dr. Fogg inquired as to whether the Board of Health wished to re-organize now or at the end of the meeting. Dr. Cosgrove suggested that the end would be better.

IV. Director's Report - Timothy McDonald

Mr. McDonald presented a brief update on recent administrative activities including the submission of a MA Department of Public Health (MDPH) mini-grant to fund the purchase of a replacement Sharps Disposal Kiosk at the Town's Recycling and Transfer Station. Mr. McDonald briefly noted that the Community Anti-Drug Coalitions of America (CADCA) had chosen Needham as one of four locations nation-wide in which to sponsor a community forum on the opioid epidemic. That forum will take place on Thursday June 11th and will be keynoted by Dr. John Kelly, an addiction recovery specialist from Massachusetts General Hospital.

Mr. McDonald also highlighted a meeting he had with management at Beth Israel Deaconess Hospital-Needham at which the hospital re-affirmed its commitment to support Project INTERFACE, the mental health referral line available to Needham residents and community members. This parallels a similar commitment from the Kyle W. Shapiro Foundation that was secured by Tom Denton, the Director of Guidance in the Needham Public Schools. BID-

Needham and the Shapiro Foundation had previously supported INTERFACE services for Needham in joint five-year commitments that began in 2010.

V. Staff Reports

- **Environmental Health Agents Report - Tara Gurge**

The Environment Health Report included an update on the Animal Permit Plan Reviews, the permitting for the Needham Farmer's Market and Ms. Gurge's work on those permits will be supported by Rachel Massar, an MPH-student at the Boston University School of Public Health who will volunteer as an intern for the Public Health Department beginning in May.

The Final Inspection for the Trip Advisor world headquarters is scheduled for the end of June. Ms. Gurge has coordinated closely with the Community Sanitation program of the MA Department of Public Health on tightened safety standards for swimming pools.

Ms. Gurge updated the Board of Health on the Trash Hauler inspections, which were completed over the spring months. A number of drivers commented that Needham had a simple and quick inspection process that was comparatively painless for all involved.

- **Traveling Meals Coordinator Report - Maryanne Dinell**

Ms. Dinell presented an update on meal deliveries. Ms. Dinell reported that the Volunteer Appreciation Luncheon on April 28th at the Needham Public Library was a great success, with full attendance that made the volunteers feel appreciated.

Ms. Dinell also indicated that she would soon be working with the Town's Human Resources Department to post job openings for the full-time summer workers for Traveling Meals.

- **Substance Abuse Prevention Coordinator - Carol Read**

Ms. Read spoke about the 2015 Needham Parent Survey, which serves as a valuable source of data for the department in its substance abuse prevention activities. The goal for this year's survey is to receive 750 valid responses.

The 2015 Needham Parent Survey is a companion to the 2014 MetroWest Adolescent Health Survey. Regional data has been released but at this time the Needham-

specific data is not yet available. MetroWest anticipates that the town-specific data will be released at the end of May or the beginning of June.

Ms. Read and the Needham Coalition for Youth Substance Abuse Prevention has held discussions with the Needham Public Schools about efforts to develop a more robust substance abuse prevention curricular component into Health Classes. That effort is ongoing, as is the Public Health Department's cooperative work with the Needham Council on Aging and the Beth Israel Deaconess Hospital-Needham on a community speakers series with a senior focus.

- **Public Health Nurses Report - Donna Carmichael and Alison Paquette**

Ms. Carmichael presented a brief report on communicable diseases and animal bites as well as an update on assistance programs, with a focus upon utility shut-offs and the town's Gift of Warmth account.

Ms. Carmichael and Ms. Paquette also reported working diligently on camp permitting; Needham will have a pair of new camps operating in town this summer, bringing the town-wide total to 10 camps. The biggest challenge with camp permitting is paperwork, background checks, and certifications.

VI. Brief Items of Interest

- **Updates re: Mosquito Control District Aerial Application, Lyme Disease and State Resources, MWRQA Water Fluoridation Change, Funding Application for MetroWest Health Foundation Grant**

Mr. McDonald provided an update on concerns raised by the Town's Director of Conservation about the Norfolk County Mosquito Control District's aerial application of larvacide in Needham. The Board of Health indicated a willingness to have additional discussion with Mr. Varrell or the Conservation Commission next spring in advance of aerial application/spraying.

Mr. McDonald provided a brief update on a revised recommendation from the US Centers for Disease Control and Prevention and the US Public Health Service regarding a modest reduction in the water fluoridation levels applied to public drinking water supplies. The Massachusetts Water Resources Authority

and local water authorities in Massachusetts will move to implement those recommendations.

Lastly, Mr. McDonald provided a brief update on the status of a grant application to the MetroWest Health Foundation that would fund the development a Needham-specific database system to track user trainings and certificates. The MetroWest Health Foundation has indicated that it anticipates making awards by the end of May.

VII. Food Inspections and Permitting Fees

Ms. Gurge led a discussion of the Public Health Department's inspection and permitting fees. This discussion was prompted, in part, by the increase in size and complexity of food service permits for large institutional applicants like North Hill, Olin College, and Trip Advisor. Two documents helped inform this discussion - a complete list of permits and fees charged by the Needham Public Health Department and a sample of a dozen fees categories and how Needham's fees compared in those categories with the towns of Dedham, Norwood, Weston, Westwood, and Wellesley.

On the immediate question of inspection fees for large institutional applicants, Dr. Cosgrove proposed a motion to add an additional tier to the Food Service permits, with one tier covering establishments with 150 to 250 seats and a new tier covering those establishments with more than 250 seats. The motion carried. Unanimous vote.

After discussion, the Board of Health asked for additional information to be included in the Board of Health packet for the month of June and to have a continued discussion of Needham's permit and fee levels in comparison to its neighboring communities and in light of the costs of the services provided and the revenue generated by that fee schedule.

V. Bodyworks Regulations

Ms. Gurge and Mr. McDonald led the Board in a discussion of the proposed Bodyworks regulations, and additional information gathered by Ms. Gurge and Ms. Clark following discussions with Shawn Croke from the MA Department of Public Health. Mr. Croke recommended adopting certification and licensing requirements and a continuing education requirement for license renewals.

The Board of Health favored revisions to the draft regulation to remove a restriction on hours of operation, preferring to leave such determinations up to the Planning Board. The Board of Health also clarified that it prefers to have the Public Health Director and his staff focus on public health matters and to not delve deeply into the law enforcement sphere. The Board was particularly concerned about the Town administration and the Police Department developing a checklist or a set of criteria against which applicants CORI checks would be applied. The Board of Health also articulated its strong belief that any inspections of Bodyworks establishments should be conducted jointly by the Public Health Department and the Police Department (with state participation, if possible), as a matter of both policy and of employee safety.

The Board agreed the next Board of Health meeting will be on June 12, 2015.

Upon motion duly made and seconded the Board would re-organized with Dr. Stephen Epstein assuming the role of Board Chair, Dr. Edward Cosgrove assuming the role of Vice Chair, and Dr. Jane Fogg assuming the role of member. The motion carried. Unanimous vote.

Adjournment

Upon motion duly made and seconded, that the May 8, 2015 BOH meeting adjourn at 9:00 a.m. The motion carried. Unanimous vote.



NEEDHAM PUBLIC HEALTH



Director's Report

To: Needham Board of Health
From: Timothy Muir McDonald, Public Health Director
Date: June 8, 2015
Re: Monthly Report for May 2015

The month of May focused mostly upon planning for a joint public health-hospital regional meeting, attending a Housing Inspector training, and preparing applications in response to small funding opportunities. Some highlights from the month include:

DPH Mini-Grant

On May 22nd, the Needham Public Health Department submitted an application for an Adaptation Mini-Grant from the Massachusetts Department of Public Health. Needham applied as the lead applicant for the Norfolk County-7 health departments (Canton, Dedham, Milton, Needham, Norwood, Westwood, and Wellesley).

The application proposed a \$10,000 project develop plans, operational procedures, and opening criteria for warming and cooling centers in each municipality, and to combine those documents into a municipal template/toolkit that may be used by any city or town to customize the plans for their own community. The toolkit will also include a list of Best Practices for towns to consider, including potential revisions to building codes for municipal buildings that would enable a greater variety of government buildings to serve as effective warming and cooling centers. The funding decision was expected to be announced on June 1st, but that decision is still pending.

Joint Regional Public Health-Hospital Planning Meeting

On Friday May 15th, the NC-7 public health directors met with the hospital emergency management directors and with state preparedness officials at the Newton-Wellesley Hospital to discuss joint planning for shelters, especially those that can accommodate the most medically needed individuals. A care matrix had previously been developed by the public health directors and was shared with hospitals; the discussion focused upon the gap that exists between the lowest level of acuity that is appropriately treated in a hospital setting and the highest acuity patient that can be safely managed in a community shelter. Future meetings will work to narrow that gap.

Speakers Series

The Public Health Department is working with the Council on Aging and the Beth Israel Deaconess Hospital-Needham to plan and schedule a Wellness Speakers Series. Tentatively planned for three weekday evenings in the early fall at the Center at the Heights (CATH), the focus of the series will be Wellness and Healthy Aging for the adult population. Planning is still in process, but topics will likely include Nutrition and Exercise as We Age, Safe and Well at Home, and The Healthy Brain.

MHOA-MDPH Housing Inspector Training

This past month, I attended a three-day Public Health Housing Inspector Training. Once I complete the

in-person “shadowing” requirement of five in-person inspections with another certified inspector, I will become certified and will serve as the third option in the event a housing inspection is needed (after Tara, and Brian/Donna).

Sincerely,

A handwritten signature in dark ink, reading "Timothy Muir McDonald". The signature is written in a cursive style with a large, stylized 'T' at the beginning.

Timothy Muir McDonald
Director of Public Health, Town of Needham

Needham Public Health Department
May 2015
Health Agents - Tara Gurge and Brian Flynn

Activities

<i>Activity</i>	<i>Notes</i>
Animal Permit Plan Reviews (New)	2 – New Animal Permit Plan Reviews conducted for: - #674 Webster St. – Plan review still in process. Will need variances. Initial site visit conducted with Animal Control to assess property to keep 2 miniature horses and 7 chickens. → Discuss at BOH meeting. - #50 Richardson Dr. - Permit application approved to keep 4 chickens on site. → Discuss at BOH meeting. Wants to add 4 more chickens, for a total of 8, and needs a variance to allow additional chickens on site.
Animal Permit Inspections	4 – Animal Permit Inspections conducted for: - #945 Central Ave. – To keep 4 chickens on site. <u>UPDATE:</u> Final inspections conducted (x2). Permit issued. - #50 Richardson Dr. – To keep 4 chickens on site. <u>UPDATE:</u> Final inspections conducted (x2). Permit issued.
Animal Permits (New)	2 – Animal Permits issued: - #945 Central Ave. - #50 Richardson Dr.
Animal Permit Renewal Letters	Sent out Animal Permit renewal letters and applications. In process of reviewing permit applications and collecting permit fees, etc.
Bodywork Research/Draft Regulations	On-going - Conducted research on current Bodywork regulations that are being enforced by other surrounding City/Town Health Departments. Draft regulations in process of being developed. Found potential Body Art training requirements.
Demo review/approval	6 - Demolition sign-offs (houses): • #68 Kimball St. • #36 Rockwood Ln. • #36 Gage St. • #1015 Central Ave. • #48 Redington Rd. (also septic) • #35 Ellicott St.
Food – Bakers Best Grease	Continued to monitor Baker's Best grease handling activities by reviewing copies of grease trap cleaning and grease barrel pick-up receipts. (Serviced every 3 weeks.)
Food Service Update	1 – Food service update: - <u>Sheraton Needham Hotel</u> – Change of Owner.
Food – Complaint	1 – Food Complaint received: - <u>Café Fresh Bagels</u> – Women brought in a sesame seed bagel that had a black (what looked like a burnt sesame seed) on it. Spoke to owner about complaint. Got copy of recent pest control report.
Farmers Market Permits	10 – Farmers Market permits issued to the following food vendors: - <u>FUNDamentally Nuts</u> – Selling granola, spicy nuts, bread, etc. - <u>Teri's Toffee Haus</u> – Selling caramels, toffee w/ dark chocolate and nuts, etc. - <u>Cookie Lady Treats</u> - Selling Cookies, Brownies, Marshmallows, and Candy Bars. - <u>Lyndigo Spices, LLC</u> – Selling Chutneys, Relishes, Spice Blends, Roasted Bean Snacks, Roasted Chickpeas, etc. - <u>MacArthur Farms</u> – Selling pre-packaged fudge and apple cider. - <u>Bertuccis</u> – Giving away pizza making kits. - <u>Jubali Juice</u> – Selling organic juices, smoothies and prepackaged snacks. - <u>Galit's Treats with Love</u> – Selling Challah Bread, Bugelach, Burekas, Tahini Cookies, Gluten Free Cookies/Cupcakes.

	- <u>Fiore d'Italia</u> – Selling Fresh Pasta, Ravioli, Entrees, Sauces, Fresh Mozzarella. - <u>Reds Best Fish</u> – Selling Fresh Fish, Scallops, Shrimp, Crabmeat
Farmers Market inspections	Conducted inspections on Opening Day on May 24 th and again on May 31 st . New MA DPH intern Rachel also helped out in conducting these inspections. She will continue to conduct weekly inspections of the market.
Food – NBA Street Fair This year's event is scheduled to take place on Sat., June 6, 2015 on the Town Common. (Brian F. to conduct inspections.)	16 – Temp. food permits for Street Fair issued to: - Abbott's Frozen Custard - Bertucci's - Gari Japanese Fusion Bistro - The Center Cafe - 3 Squares Restaurant - Stacy's Juice Bar - Orange Leaf - Sam's Hot Dog Cart - Dedham Savings Bank - Not Your Average Joe's - Briarwood Healthcare - Norfolk Lodge/Masonic Hall - Key Advantage Realty - Boston's City Singers - Sweet Corner - Hearth Pizzeria
Food – Temp. Event Permits	7 - Temporary Food Event Permits issued to: - <u>St. Joseph's School</u> – For Field Day. - <u>Hillside School</u> – For Spring Carnival. - <u>Charles River YMCA</u> – For 5 K race. - <u>Dog Gone Ron's Hot Dog Cart</u> – For St. Sebastian's School event. - <u>Capt. Marden's Seafood truck</u> – For Friday food vending at the #99 A Street site (Final approval for seasonal permit pending – Need Selectmen Approval.) - <u>Landmark News Group, Inc.</u> – For Needham Soccer Tournament. - <u>Needham Soccer Club</u> – For Soccer Tournament.
Food – Plan Reviews / Updates	3 – Food Permit Plan Reviews conducted for: - <u>Trip Advisor</u> – Plan review complete. Three pre-operation inspections conducted. One final pre-operation inspection pending in mid-June, date TBD. - <u>New Garden (#40 Chestnut Place)</u> – Reviewed additional plan review items. Will start conducting pre-operation inspections the first week in July, dates TBD. - <u>French Press Bakery (#74 Chapel St.)</u> – Plan review complete. Initial pre-operation inspection conducted. Follow-up pre-operation inspections pending, dates TBD.
Food – Pre-operation Inspections	4 – Pre-operation inspections conducted at: - Trip Advisor (x3) (final pending.) - French Press (x1) (final pending.)
Food – Annual Permits	2 – Annual food/retail food service permits issued: - <u>Sheraton Needham Hotel</u> - For Main Kitchen and Retail Store.
Food – Mobile Food Inspections/Permits Issued	4 – Mobile Food Permits issued to: - Hani Hindi's Superstar Ice Cream Truck (Seasonal) - Sam's Hot Dog Cart (Temp.) - Dog Gone Ron's Hot Dog Cart (Temp.) - Captain Marden's Seafood Truck (Temp. and Seasonal)
Health Matters Article	1 – Health Matters article submitted to the Needham Times, Hometown Weekly, and the Needham Patch, entitled: 'Healthy Summer Grilling.'

Nuisance – Complaints	3 – Nuisance Complaints received/Updates: - #53 Homestead Park – Report from neighbors that trash present in long grass In vacant house next door and also report that pests present. Spoke to Animal Control. Site visit conducted. Called owners’ daughter about concern. Pest control info. provided. (Follow-up inspection pending.) - McDonalds Restaurant – Report of A/C condensate leak coming from ceiling in front seating area. Leak was repaired (condensate drain was clogged.) - #992 Great Plain Ave. – Report of water leaking into building due to ice dams, etc. UPDATE: Roof was repaired. Final inspection was conducted to verify the repair of all interior water damaged areas. Repairs complete.
Pool Permit Renewals	Pool Permit renewals (one pending): - Rosemary Lake Pool – Opens mid-June. Application being reviewed. Pool inspections pending.
Pool Plan Review	1 – Plan Review Request for: - Goldfish Swim School (to be located at #45 Fourth Ave.) – Additional pool permit plan review materials reviewed. Plans approved. Pre-operation inspections conducted.
Pool pre-operation inspections (initial/follow-ups)	9 – Pre-operation inspections conducted for: - Goldfish Swim School (x4) – New pool - Needham Pool and Racquet Club (x2) – Renewal - Rosemary Ridge Condos (x1) – Renewal - Charles River Landing (x2) – Renewal
Pool Permits issued	5 – Pool Permits issued: - Goldfish Swim School - Needham Pool and Racquet (NOTE: With NO Pool Slide variance.) - Rosemary Ridge Condos - Charles River Landing - Sheraton Needham Hotel (New permit issued for change of owner.)
Septic Abandonment Forms	1 – Septic Abandonment/Connection to Sewer Form received for: - #137 Hawthorne St.
Septic – Addition to a Home on a Septic	3 – Addition Plan Reviews conducted for: - #30 Brookside Rd. – Plan review conducted. Memo sent to Building Dept. - #145 Brookside Rd. – Plan review conducted. (Additional info. pending.) - #921 South St. – Plan review conducted. Memo sent.
Septic Soil Test Conducted	1 – Soil/Perc Test conducted at: - #38 Brookside Rd. - Site Passed.

Septic Trench Permit	1 – Trench permit issued to: - <u>Dave Atkinson, Jr. (D.L. Atkinson, Inc.)</u> - To conduct deep hole/soil testing at #38 Brookside Rd.
Tobacco Compliance Checks	12 – Tobacco Compliance Checks conducted. NO SALES!
Well – Plan Review/ Approval to Drill	1 – Irrigation well permit plan review/Approval to Drill letter issued for: - <u>#20 Stratford Road</u> – Approval to drill letter issued.

Yearly

Category	Jul	Au	S	O	N	D	J	F	M	A	Ma	J u	Yly Tot	FY' 14	FY' 13	Notes/Follow- Up
Biotech	0	1	0	0	0	2	0	0	0	0	0		2	1	1	Biotech permits
Bottling	0	0	1	0	0	0	0	0	0	0	0		1	3	2	Bottling Permit insp.
Demo	16	16	5	10	8	4	7	4	7	9	6		92	117	85	Demo reviews
Domestic Animal	1	0	0	0	0	1	0	0	0	0	2		4	14	12	Animal permits
Food Service	12	14	20	18	24	22	12	10	26	23	13		194	198	191	Routine insp.
Food Service	1	4	2	1	2	3	1	1	1	0	4		20	43	39	Pre-oper. Insp.
Retail	4	8	6	10	4	6	6	1	10	12	1		68	69	71	Routine insp.
Resid. kitchen	0	0	1	1	0	1	3	1	0	1	0		8	11	11	Routine insp.
Mobile	1	1	2	0	0	1	0	0	2	0	3		10	13	10	Routine insp.
Food Service	2	3	5	10	3	4	8	6	2	2	3		48	36	48	Re-insp.
Food Service/ Retail	1	2	3	1	1	153	1	1	1	0	2		166	166	157	Annual permits
Food Service	8/2	3/0	19/18	9/0	3/0	5/2	4/1	2/0	6/1	5/0	11/4		75/28	90/52	74/69	Temp. food permits/ Temp. food insp.
Food Service	0/0	2/0	0/0	3/0	0/0	0/0	0/0	0/0	1/0	2/0	8/16		16/16	12/18	11/8	Farmers Market permits/ Market insp.
Food Service	0/0	3/3	3/3	2/2	2/2	1/1	2/2	2/3	0/1	0/2	1/1		16/20	15/16	13/23	New Compl/ Follow-ups
Food	4	5	1	2	2	4	3	3	4	3	3		34	28	51	Plan Reviews

Service																
Food Service	0	0	0	0	0	0	0	0	0	0	0		0	1	0	Admin. Hearings
Grease/ Septage Haulers	0	0	0	0	0	21	4	0	0	0	0		25	26		Grease/ Septage Hauler permits
Housing (Chap II Housing)	0/0	0/0	7/0	0/4	0/0	0/0	0/0	0/0	0/0	0/0	0/0		7/4	7/0	7/0	Annual routine insp./ Follow-up insp.
Housing	0	0	1/0	0/0	1/2	1/1	3/3	2/2	0/1	0/1	0/0		8/10	3/5	6/8	New Compl./ Follow-ups
Hotel	0/0	0/0	0/0	0/0	2/0	0/0	0/0	0/0	0/0	0/0	0/0		2/0	12/0	6/0	Annual insp./Follow-ups
Nuisance	11/13	5/5	5/5	1/1	3/3	3/3	0/0	3/3	4/4	3/4	2/3		37/41	42/44	42/45	New Compl./ Follow-ups
Pools	0/0	0/0	0/0	0/0	3/0	1/0	0/0	1/0	0/0	0/0	4/5		9/5	10/2	10/5	Pool insp./follow-ups
Pools	0	0	0	0	0	4	0	0	0	0	5		9	9	11	Pool permits
Pools	0	0	0	0	1	1	1	1	1	1	1		7	1		Pool plan reviews
Pools	0	0	0	0	0	4	0	0	0	0	2		6	6	4	Pool variances
Septic	1	2	0	1	1	1	0	0	1	0	1		8	8	8	Septic Abandon Forms
Septic	1	1	1	1	0	0	1	0	0	1	3		9	1	4	Addition to a home on a septic plan rev/approval
Septic	4	5	0	0	0	0	0	0	5	0	0		14	23	33	Install. Insp.
Septic	0	2	0	0	0	0	0	0	0	0	0		2	0	1	COC for repairs
Septic	0	0	1	0	0	0	0	0	0	0	0		0	6	9	COC for complete septic system
Septic	5	6	7	5	5	4	3	5	4	4	6		54	63	67	Info. requests.
Septic	0	0	0	0	0	0	1	0	0	1	1		3	2	6	Soil/Perc Test.
Septic	1	2	0	0	0	0	0	0	1	0	0		4	5	8	Const. permits
Septic	1	0	0	0	0	7	1	0	0	1	0		10	9	12/22	Installer permits
Septic	1	0	0	0	1	2	1	0	0	1	0		6	5	6	Installer Tests
Septic	0	1	0	0	0	0	0	0	0	0	1		2	4	5	Deed Restrict.
Septic	1	1	1	0	0	0	2	1	0	0	0		6	14		Plan reviews
Sharps insp.	0	0	1	0	0	8	0	0	1	0	0		10	8	7	Disposal of Sharps insp.
Sharps	0	0	1	0	0	8	0	0	1	0	0		10	8	7	Disposal of

permits																Sharps permits
Subdivision	2/0	1/0	1/0	0/0	2/0	0/1	0/0	0/0	0/0	0/0	0/0		6/1	6/2	9/2	Plan review- Insp. of lots /Bond Releases
Special Permit memos	3	0	2	1	0	1	0	0	3	1	0		11			Special Permits
Tobacco	0	0	1	0	0	12	0	0	0	0	0		13	12	12	Tobacco permits
Tobacco	0/0	2/1	3/0	3/0	3/0	1/0	1/1	0/0	4/0	3/0	1/0		21/2	20/ 21	22/ 7	Routine insp./ Follow- up insp.
Tobacco	0	0	12	0	0	0	0	12	0	0	12		36	33	32	Compliance checks
Tobacco	0/0	0/0	0/0	0/0	1/1	0/0	1/1	0/0	0/0	1/1	0/0		3/3	2/2	4/3	New compl./ Compl. follow-ups
Trash Haulers/ Medical Waste Haulers	3/0	0/0	1/0	0/0	0/0	0/2	1/0	0/0	16/ 0	8/0	0/0		29/2	24/ 2		Trash Hauler permits/ Medical Waste Hauler permits
Well	4/0	0/0	0/0	1/1	2/0	2/0	1/0	0/0	0/0	1/0	1/0		12/1	5/8	6/3	Permission to drill letters/ Well permits

Meetings, Events, and Trainings

<i>Title</i>	<i>Type</i>	<i>Description/Highlights/Votes/Etc.</i>	<i>Attendance</i>
Staff Lunch Meeting	Meeting	Met with staff to discuss on-going staff projects, etc.	8
Meet with Tim	Meeting	Met with Tim to review on-going projects	2
BOH Meeting	Meeting	Meeting with BOH to review monthly activities.	10
Temple Beth Shalom	Meeting	Met with administrator to discuss satellite food permitting requirements for Daycare site (which is pending @ #1180 Great Plain Ave. site.)	2
Lovin' The Oven/Five and Dine Café	Meeting	Met with new kitchen manager for WCVB cafeteria to review food permitting requirements.	2

FY 15 Critical Violations Chart (By Date)

Restaurant	Insp. Date	Critical Violation	Description
Sheraton Needham Hotel	7/15/14	- Food contact surfaces cleaning and sanitizing.	- Dish machine hot water wash rinse temp. not reaching the minimum requirement. Machine serviced.
Fuji Steakhouse	8/25/14	Separation/Segregation/Protection.	- Discontinue to use 3-Bay sink and Hand Washing sink for Food Prep.
Masala Art	9/8/14	- Evidence of pests in establishment.	- Increased pest service schedule to once every other week. Required maintenance to seal up cracks or areas around pipes in foundation. Required to start faxing weekly cleaning logs. Will continue to monitor.
Fresco	9/15/14	- Food contact surfaces cleaning and sanitizing.	- Dish machine hot water final rinse temp. not reaching the minimum requirement. Machine serviced. Hot Water temp. increased.
Farmhouse Restaurant	10/6/14	- Evidence of pests in Establishment.	- Increased pest service schedule to once every other week. Required maintenance to seal up cracks or areas around pipes in foundation. Required to start faxing weekly cleaning logs. Will continue to monitor.
Lizzy's Ice Cream	10/20/14	- Food contact surfaces cleaning and sanitizing.	- Sanitizer bottle for final rinse low temp. dish machine was empty. More sanitizer purchased.
Gari Restaurant	10/30/14	- Conformance with Approved Procedures/HACCP Plans	- Need to ensure that Sushi Rice pH log book is kept up to date.
7-Eleven (Chestnut St.)	11/6/14	- Hand washing – Operation and Maintenance	- Insufficient hot water observed at hand wash sink. Hot water repaired.
Mandarin Cuisine	11/21/14	- Hand washing – Operation and Maintenance	- Discontinue usage of hand wash sink for food prep.

Hess	11/24/14	- Hand washing – Operation and Maintenance	- Provide towels for dispensers in both men's and women's restrooms (At Once).
Stone Hearth Pizza	12/11/14	- Cold Holding – Operation and maintenance of cold-holding unit	- Ensure that pizza prep refrigeration unit maintains a min. temp. of 41 deg F or below (At once). Unit repaired.
Briarwood Nursing Home	12/22/14	- Food contact surfaces cleaning and sanitizing.	- Hot water not reaching the minimum requirement. Boiler serviced. Hot Water temp. increased to proper temperatures.
Mandarin Cuisine	5/11/15	- Cold Holding – Operation and maintenance of cold-holing unit	- Ensure that prep refrigeration unit maintains a min. temp. of 41 deg F or below (At once). Unit repaired.
Blue on Highland	5/11/15	- Food contact surfaces cleaning and sanitizing.	- Dish machine hot water final rinse temp. not reaching the minimum requirement. Machine serviced.
Acapulco's	5/19/15	- Evidence of pests in establishment. Rodent proof rear door. - Hot Holding – Maintaining hot food under minimum required hot holding temperatures. - Hand washing – Operation and Maintenance. - Water, Plumbing and Waste	- Increased pest service schedule to once a week. Required maintenance to seal up cracks or areas around pipes in foundation. Pest reports will be faxed on a weekly basis. Will continue to monitor. New door sweep installed. - Need to hot-hold nacho cheese sauce at a minimum of 140 deg F. Done. - Provide towels for hand wash sink dispensers. Done. (In process of getting new dispensers.) - Repair leak under dish machine. Leak repaired.

May, 2015
Maryanne Dinell- Traveling Meals Program Coordinator

Maryanne Dinell- Traveling Meals Program Coordinator

<i>Description</i>	<i>Reason</i>	<i>Notes/Follow-Up (ongoing, completed, etc.)</i>
Month of May – 46 Clients		
33 Springwell Clients and 13 private pay	729 meals delivered	549 meals delivered Springwell Clients 180 meal Private Pay - Total # meals 730 @ 5.25 per meal =cost of \$3822.50
2 Clients off Program	No longer need service	1 client into Nursing Facility 1 client passed away
2 additional clients		1 Springwell client- new to Program 1 private pay-returning to Program

[illegible]

<i>Category</i>		<i>Jul</i>	<i>Au</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Ma r</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>FY '14 Total</i>	<i>FY '15</i>	
Donations		25.					100	0						2510.	125.	

Meetings, Events, and Trainings

<i>BI</i>	<i>Type</i>	<i>Description/Highlights/Votes/Etc.</i>	<i>Attendance</i>
Board of Health Meeting		Monthly meeting	All staff and Board Members
Staff meeting		Monthly meeting	All staff
Volunteer Appreciation Luncheon		Annual Event	50 plus volunteers

Donations, Grants, and Other Funding [List any donations received, grants funded, etc. over the past month.]

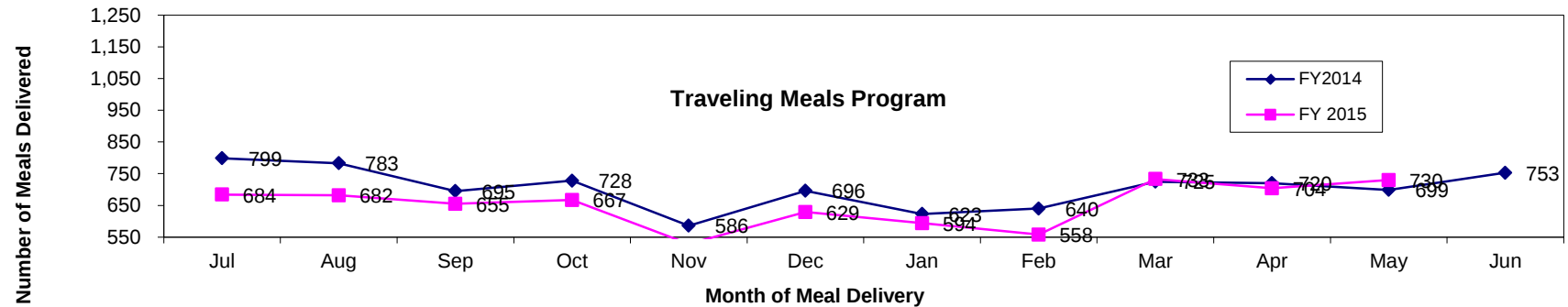
<i>Description</i>	<i>Type (D,G,O)</i>	<i>Amount Given</i>	<i>Source</i>	<i>Notes</i>

Traveling Meals Program

May, 2015

Projected-12 Mo.	
\$	41,035.91
#	7,816

Month	# Meals FY2014	# Meals FY2015	FY15 Cost	% Change # Meals
<u>Jul</u>	799	684	\$3,591.00	-14%
<u>Aug</u>	783	682	\$3,580.50	-13%
<u>Sep</u>	695	655	\$3,438.75	-6%
<u>Oct</u>	728	667	\$3,501.75	-8%
<u>Nov</u>	586	529	\$2,777.25	-10%
<u>Dec</u>	696	629	\$3,302.25	-10%
<u>Jan</u>	623	594	\$3,118.50	-5%
<u>Feb</u>	640	558	\$2,929.50	-13%
<u>Mar</u>	725	733	\$3,848.25	1%
<u>Apr</u>	720	704	\$3,696.00	-2%
<u>May</u>	699	730	\$3,832.50	4%
<u>Jun</u>	753			
Totals:	8,447	7,165	37,616.25	



Needham Public Health Department

May 2015

Substance Abuse Prevention & Education
Needham Coalition for Youth Substance Abuse Prevention ~ NCYSAP
Carol Read, Program Director*
Karen Mullen, Project Coordinator/Capacity Building

Section 1: Activities

Activity	Notes
BSAS- Substance Abuse Prevention Collaborative (SAPC) grant award	Draft grant announcement press release for review and edification by TM. Distribution to multiple media and stakeholder outlets.
NPHD Monthly Report- April	Compile information, prepare and write NCYSAP April monthly report.
2015 Parent Survey- 836 respondents- 785 parent respondents with students in grades 6-12. Survey link closed May 20, 2015, report due July 15, 2015	2015 Parent Survey, outreach and promotion through multiple distribution channels to increase participation. Consultation with Scott Formica Ph.D., SSRE. Launched through Survey Monkey April 13 th email outreach to NCYSAP members and multiple community stakeholder groups to promote survey link sharing and participation parents of youth grades 6-12.
<i>Needham Community Forum, Identifying Community Solutions to the Opioid Epidemic*</i> June 11 th – Event preparation *Highlighting CARA <i>Comprehensive Addiction and Recovery Act (CARA) Senate (S.524) and House (H.R. 953)</i> . Bill Preventing prescription drug abuse and opioid addiction among youth and young adults through multiple comprehensive community strategies	Write draft press release, finalize flyer design and copy. Coordinate community outreach plan, Outreach to media outlets, print and online and town agencies to promote event including Town of Needham website, The Needham Channel and BID Needham. CR-KM. Flyer distribution to Needham retail locations, medical offices and community locations (80 total) MD
The Needham Channel news- Segment content	Information for news segment related to PDA, opioid addiction including Needham youth, Norfolk County and Massachusetts. Research and resources on safe prescribing, drug poisonings CDC, ONDCP and SAMHSA. Comprehensive prevention strategies. CARA bill – CADCA overview.
2015 Parent Survey- Promotion and awareness	Outreach to PTC groups and Needham residents through email and social media to request posting of 2015 survey link KM
NCYSAP May meeting-agenda coordination	NCYSAP meeting public notice write May agenda and prepare 30 meeting packets for NCYSAP and Parent Liaison meetings.

Activity	Notes
NCYSAP Parent Liaison Team- May Monthly meetings at the NPL 1 st Tuesday of each month 9:00am-10:00am.	School parent initiative to enhance awareness of community prevention initiatives. Goal to connect all age school parents to enhance awareness of Needham community prevention mission and the biological, psychological and social emotional impact of substance use on youth. Capacity building for substance education, mental health and wellness in the town of Needham. KM
SALSA- <i>Students Advocating Life Without Substance</i> – RADD- <i>Rockets Against Destructive Decisions</i> Coordinate RADD participation	Students Advocating Life Without Substance Abuse (SALSA) Peer leadership and mentoring Pollard 8 th grade Health class. SALSA peer leaders present healthy and socially positive substance-free behaviors, role model Refusal Skills: handling high risk situations confidently and the Social Norms approach in communicating youth substance use data. Logistics regarding permission protocols, van transportation, student recruitment and volunteer hour tracking for final June health class presentations. KM
Pollard 8 th grade transition day – SALSA panel presentation: 5 students on behalf of Merle Berman, Assistant Principal. June 6, 2015.	Panel presentation, SALSA High School students share experiences to 8 th graders during Transition to 8 th grade assembly program. Realities of 9 th grade experiences and role modeling socially positive substance-free behaviors

Section 2: Summary Statistics

Monthly

Description	Type	Reason	Notes/Follow-Up (ongoing, completed, etc.)
CON- MH- Alzheimer's	AP- F-76yrs	Alzheimer's- Anger- Physical	Referral to informational resources through website for local services and support resources through Needham PH nurse and COA Social Worker
CON- MH- SA	AIP- F 50yrs.	MH- SA	Riverside EST-NPHD collaboration, evaluation and support. Follow-up with resources for clinician and recovery peer supports. Resources for family (80 yrs. and 17 yrs.)
CON- MH	AIP-F 30yrs	MH- Depression Eating	Resources provided for Mass General clinic- therapist support
CON- MH- SA	(2-calls) AP- F- 16yrs	MH- Stress- recent MJ Academic	(1) Review of symptoms- MH information provided (2) Review of recent MJ use identified – resources impact of MJ and clinical options
CON- SA MJ	(2 mtgs) A1P- M- 17 yrs.	MJ chronic- MH Anger- family conflict	Review of family conflict and symptoms, resource for evaluation / treatment plan. Request for marijuana education. Free log on for Marijuana 101- 3 rd Millennium On-line course

Yearly

Category	Type	J	Au	S	O	N	D	Ja	F	Mar	Ap	May	Jun	Yearly Total	FY '15	Notes/Follow-Up (ongoing, completed, etc.)
CON	AP-SA-Y				2				1		1	1		5		Referral complete- future support resources available
CON	AP-SA-A					2			1					3		Referral complete- future support resources available

Category	Type	J u l	Au	S	O	N	D	Ja	F	Mar	Ap	May	Jun	Yearly Total	FY '15	Notes/Follow- Up (ongoing, completed, etc.)
CON	AP-MH A	1	1	1	2	1	1	2			2	1		12		Referral complete- future support resources
CON	AP-MH Y				1					1				2		Referral complete- future support resources
CON	AIP- SA-Y															Referral complete- future support resources available
CON	AIP- SA-A					1				1	1		1	4		Referral complete- future support resources available
CON	AIP- MH-Y					1							2	2		Referral complete- future support resources available
CON	AIP- MH-A								1	2	2	1		6		Referral complete- future support resources available
CON	YIP-SA A															Referral complete- future support resources available
CON	AIP- Health- A							2	1						3	Referral complete- future support resources available
CON	YIP- lgl															Referral complete-
CON	YIP- MH										1			1		Referral complete-

Section 3: Meetings, Events, and Trainings

Title	Type	Description/Highlights/Votes/Etc.	Attendance
Board of Health	MTG	Meeting-Overview of staff work: community Public Health programs and prevention initiatives. Dr. Jane Fogg, Chair, Dr. Stephen Epstein and, Ed Cosgrove, PhD-NPHD Staff. Review and discussion of regulations: body works, concussion and RMD zoning.	8
BID Needham Spring Symposium	EVT	Event- BID Needham Spring Symposium Comprehensive Emergency Management in your Neighborhood. John Fogarty, CEO. Panel presentation: Meg Femino, Director Emergency Management, BIDMC Joseph P. Kammam, MD, Chief Department of Cardiology ,BID Needham, Barbara Masser, MD Chair Emergency Department, BID Needham, Richard Wolfe MD, Chief Emergency Medicine, BIDMC	50
BID Needham Symposium-ED networking	MTG	Discussion- BID Needham networking. Barbara Masser, MD, BID Needham Emergency department, Richard Wolfe, MD, Chief Emergency Medicine, BIDMC. Introduction of NPHD prevention and outreach programs including DVAC, Suicide Prevention, Public Health nursing, mental health and substance abuse support and referral resources for assessment	

Title	Type	Description/Highlights/Votes/Etc.	Attendance
		and treatment and community prevention initiatives targeting youth substance use prevention. Review of local incident data, goals for ED data, SBIRT screening and educational resource sharing through BID Needham ED. Request for resource sharing for acute and chronic treatment of mental health and substance abuse issues for BID Needham ED patients.	
BU- SOM	TRN	Training- <i>Understanding the Science and Scope of Opioid Use Disorder: Guidance for Adopting Strategies and Best Practice.</i> Remarks: Monica Bharel, MD Commissioner of MA- DPH. Presentations by: Dr. Daniel Alford, BU – SOM, Donna White M. White, RN, PhD, Colleen LaBelle, BSN, RN, Elisha Wachman, MD, Donna White, RN, PhD Topics include: addiction as a brain disease, neurobiology of SUD's, genetic basis for opioid addiction and Neonatal Abstinence Syndrome, Project RESPECT, Project Assert –recovery. Mandated reporting guidelines.	500
MAPA – Massachusetts Prevention Alliance	EVT	Event- Conference MAPA. <i>Youth Marijuana Prevention Summit: Local Action.</i> Presenters: Dr. Sharon Levy, Boston Children's ASAP, Dr. James Broadhurst, UMass Medical, MMS, Attorney John Scheft, Law Enforcement Dimensions, Heidi Heilman, Edventi, Jody Hensley, MAPA	75
The Needham Channel	EVT	Taping- Ashley Julie, TNC News. Segment taping to promote Needham Community Forum: Identifying Community Solutions to the Opioid Epidemic. Data sharing on prescription drug abuse, opioid addiction, OOD and community prevention strategies to impact access. Forum outline, Narcan resources, Learn to Cope representative. Panel featuring 21 year old female in recovery and treatment options Keynote: Dr. John Kelly, MGH- ARMS, Recovery Research Institute.	2
NPHD regulations	MTG	Meeting- Conference Call. Tim McDonald, Anne Clark, Karen Mullen. Review, discussion and strategic planning for creation of RMD BOH regulation DRAFT.	4
NCYSAP Capacity	MTG	Meeting- Conference Call NCYSAP Leadership Team. Town Meeting RMD zoning. Bob Timmerman and Karen Mullen	3
NHS- School Council	MTG	Meeting- NHS School Council, Jonathan Bourne, Acting Principal 12 attendees. Collaboration with administration on school goals. Final meeting- KM	12
NPHD Regulations	MTG	Meeting- Needham Registered Marijuana Dispensary (RMD) regulation planning meeting. Anne Clarke, PH Project Coordinator. Review and discussion of past research work including local and state Board of Health regulations and Needham specific goals. Review most recent Needham DRAFT BOH regulation and possible additions including: waste disposal, inspection, signage and minimum purchase age and compliance checks. Karen Mullen, Project Coordinator, Capacity Building	3
NPHD capacity	MTG	Meeting- Conference Call Emily Bhargva, MPH, Connection Lab, Tim McDonald. Review of NPHD implementation plan	3

Title	Type	Description/Highlights/Votes/Etc.	Attendance
		timeline for SAPC grant launch, July 1 st . Consultation to include brief overview on best practice strategies for enhanced collaboration and strategic planning with SAPC cohort leaders based on MOPSI- BSAS grant experience.	
Massachusetts Health Council – Report	MTG	2 Meetings- Conference Calls- Jeffrey Stone, MBA. Director of Programs. Local Approaches to the Opioid Epidemic 2015 report release. Request for participation in media contact list as report participant, review and discussion with Tim McDonald on providing media statement to support report findings and content.	(1) 2 (2) 3
CADCA Community Forum 2015	MTG	2 Meetings- Conference Calls Natalia Martinez, Duncan, Communications Manager, Tim McDonald, Forum June 11 th Identifying Community Solutions to the Opioid Epidemic. Forum outline , video review and discussion (video from the Congressional Addictions Forum Washington D.C April 29 th featuring General Arthur Dean, CADCA and Congressional advocates) Forum keynote: Dr. John Kelly, MGH ARMS	3
NPHD- NYS	MTG	Meeting- NYS Social Workers Katy Colthart, Liz Loveless. Check in opportunity to process referral resources for mental health and substance abuse including Project Interface.	3
Town of Quincy- MMA	MTG	Meeting- Conference call. Doug Gutro, Quincy City Council, Massachusetts Municipal Association. Review and discussion of community prevention framework, best practice community mobilization and coalition development to impact youth and young adult substance use. Review of work place prevention strategies to enhance productivity, reduce absenteeism and reduce health care costs.	2
NCYSAP Capacity Parent Liaison	MTG	Meeting- NCYSAP 3 rd Parent liaison meeting. School parents as liaisons to the NCYSAP mission. Discuss 2012 MWAHS youth substance use data, strategies to enhance parent and community awareness around substance use facts, research, prevention education, mental health and wellness. Website reviews for use to include in parent communication program such as: SAMHSA “Talk They Hear You” NCYSAP mission. NPL 1st Tuesday monthly 9:00am- 10:00am	12
BID Needham - COA	MTG	Meeting- BID Needham team: Samantha Sherman, Chief Development Officer, Dr. Dennis Girard, Alyssa Kence, Marketing. Health Aging program planning, collaboration NPHD, COA and BID Needham. Jamie Gutner, Tim McDonald, Donna Carmichael	7
NCYSAP Capacity Parent Liaison	MTG	Meeting- Working group, creation of parent communication template, theme development for Needham Parents Care program. Email: NeedhamParentsCare@needhamma.gov Bi-monthly communications to educate parents to communicate with youth to enhance health, safety and resilience as aligned with preventing and reducing underage substance use.	7
BID Needham	MTG	Meeting- Alyssa Kence, Community Relations. Introductory meeting, review of CHNA and Community Benefits initiatives implemented in 2014. Projection on 2015 collaborations through NPHD-NCYSAP, to support identified	2

<i>Title</i>	<i>Type</i>	<i>Description/Highlights/Votes/Etc.</i>	<i>Attendance</i>
		community needs including mental health and substance abuse strategies to move work forward.	
NPHD Staff	MTG	Meeting- Tim McDonald, Director, NPHD and NPHD Staff. Discussion of current and planned (4-6 weeks) prevention initiatives and programs. Information sharing, planning and collaboration on future initiatives. Ideas for health regulation amendments and new regulation ideas.	8
NPHD Planning	MTG	Meeting- Tim McDonald, Review of prevention initiatives, department goals and SAPC grant award. Options for increasing capacity and best practice implementation.	2
NCYSAP Meeting	MTG	Meeting- May coalition. Prevention planning discussion: Narcan access (11 saves from July 2014- May 2015 9- NPD- 2 NFD) Community Forum, June 11 th overview, Town Meeting RMD Zoning By- Law Amendment Article 22. 2015 Parent Survey update and strategy for enhanced participation Goal: 750 valid surveys, Parent Liaison group initiative update, SALSA peer leadership update and request for support for short term tasks. Substance use and mental health educational information and support resources.	19
NPS- Health Curriculum	MTG	Meeting- Dr. Kathy Pinkham, Director Health Education NPS and Tim Ryan, FCD Educational Services, global non-profit education prevention services provider. prevention services and technical assistance to review current school health curriculum by content and grade level, youth substance use data 2006-2014 MWAHS, NCYSAP Parent Survey reports (3 administrations) and community prevention initiatives. FCD team will provide a scope of work and cost estimate for review and report preparation for recommendations for health curriculum and 3-5 year plan for implementation. In collaboration with Needham Public Health Department.	3
Norfolk District Attorney Monthly Prevention	MTG	Meeting- Prevention Norfolk County leaders, law enforcement, treatment and prevention targeting under the influence driving, opiate abuse and overdose prevention Information sharing Norfolk DA: Narcan saves by town, pharmacy program, prescription drug misuse PMP trainings, physician education and pharmacist collaboration. Task Force Jennifer Rowe, Ryan Walker, Dave Morgan, DA Michael Morrissey. Networking and program sharing	26

***1 holiday- Memorial Day 1- Vacation day**

Needham Health Department

MAY 2015 Monthly Report

Anne Clark - Public Health Program Coordinator

Section 1: Summary

In May, I worked on the following projects: Communication and media outreach, DVAC, Region 4B/ MRC meeting/LEPC, as well as drafting and researching Medical Marijuana Dispensary Regulations.

I created press releases, media outreach for health wellness and Health Matters articles.

Section 2: Activities

<i>Activity</i>	<i>Notes</i>
Communication and Media Outreach	Management of constant contact and media outreach/ articles for publication and Health Matters.
BOH- Body Work Regulations	Working with Donna, Tara and Tim to develop and draft Body Work regulations for the Town of Needham and Board of health review.
Emergency Planning	Working with Support Services Manager to complete regular Radio Drills for Town Hall
BOH- Medicinal Marijuana Dispensary Regulations	Researching local regulations developed in surrounding areas, such as Cambridge, Newton, Brookline, North Hampton, and Salem. Spoke with health directions and health agents regarding reg. development. Spoke with Cheryl Sbarra regarding legality of increasing medical marijuana restrictions over and above State law. First dispensary opened in Salem in early May.
Health Department Website Updates	I update the departmental website as needed.

Section 3: Meetings, Events, and Trainings

<i>Title</i>	<i>Description/Highlights/Votes/Etc.</i>	<i>Attendance</i>
LEPC	Attended LEPC monthly meeting, focused on Long Term Care Facilities in Needham and Emergency Planning	Anne + LEPC Members
CHNA	Metro West Community Health Area Network, Serving the towns of Brookline, Dedham, Dover, Needham, Newton, Waltham, Wellesley, Weston, Westwood	Anne + Steering Committee members + SOAR 55
DVAC	Monthly meeting on activities related to domestic violence awareness and prevention programs.	Anne + DVAC members

Section 4: Next Month's Goals

In June 2015, I will continue working on the Body Work regulation and Medical Marijuana Dispensary regulations with health department staff.

Needham Public Health Department – Nurses Report

Donna Carmichael RN & Alison Paquette RN

COMMUNICABLE DISEASES and Animal Bites NEEDHAM HEALTH DEPARTMENT FISCAL YEAR 2015

DISEASES:	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Apr	MAY	JUN	T15	T14	T13
BABESIOSIS		1											1	1	2
CAMPYLOBACTER	1	1	1	3		1	1	1		1			10	13	14
CHICKENPOX	1					2			2		1		6	6	13
CRYPTOSPORIDIUM													0	0	4
E-Coli													0	0	0
EHRlichiosis/ HGA					1		1						2	2	3
Enterovirus				2									2	1	0
GIARDIASIS			1						3				4	2	4
HEPATITIS B				1	1	2			2	2			8	6	5
HEPATITIS C					2	1		3	2	2	1		11	13	6
Influenza					1	9	32	19	8	5	3		77	54	90
Legionellosis		1											1	0	0
Listeriosis													0	1	0
LYME	13	5	9	2	6	5	2	1	5	4	2		54	80	53
MEASLES													0	0	0
MENINGITIS													0	0	0
Meningitis(Aseptic)													0	0	0
Mumps													0	2	1
Noro Virus													0	0	3
PERTUSSIS					1								1	0	0
SALMONELLA				1									1	3	7
SHIGELLOSIS							1		1				2	1	1
STREP Group B								1			1		2	1	4
STREP (GAS)								1	1				2	0	2
STREP PNEUMONIAE							1						1	1	2
TUBERCULOSIS							1						1	0	0
Vibrio			1										1	2	0
West Nile virus													0	1	
TOTAL DISEASES	15	8	12	9	12	20	39	26	24	14	8		186	190	214
Revoked Diseases Investigated									2		3		5	NA	NA
Contact Investigation															
Animal/Human Bites															
DOG	1	1	1	1	3	2	1						10	15	11
CAT			1								1		1		0
BAT	2	3									1		5	9	9
SKUNK													0		1
RACCOON													0	1	0
Fox													0		1
TOTAL BITES	3	4	2	1	3	2	1	0	0	0	2		18	25	22

Immunizations	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY15	FY14	FY13
B12	2	2	2	1	2	2	1	1	2	3	2		20	26	32
Flu (Seasonal)	0	0	0	523	178	12	9	1	0	0	0		723	1137	1300
IPV	0	0	0	0	0	0	0	0	0	0	0		0	0	1
Meningococ cal	0	0	0	0	0	0	0	0	0	0	0		0	0	0
MMR	0	0	0	0	0	0	0	0	0	0	0		0	2	1
Pneumo	0	0	0	0	0	0	0	0	0	0	0		0	0	1
Zoster	2	0	0	0	0	0	0	0	0	0	0		2	25	0
Td	0	0	0	0	0	0	0	0	0	0	0		0	1	0
Tdap	1	1	0	0	0	0	0	0	0	0	0		2	4	6
varicella	0	0	0	0	0	0	0	0	0	0	0		0	2	5
Consult	40	35	65	28	22	13	28	32	47	32	27		369	301	296
Fire/Police	6	2	5	6	2	2	4	2	4	4	3		35	36	33
Schools	1	2	22	11	5	1	1	6	3	4	2		53	40	40
Town Agencies	15	24	12	4	5	6	4	10	15	12	10		92	84	74
Community Agencies	18	7	26	7	10	4	19	14	25	12	12		117	141	184

ASSISTANCE PROGRAMS												FY15	FY14	FY 13	
Food Pantry	1	1	5	3	1	8	2	2	4	1	4		33	42	25
Food Stamps	0	0	2	0	1	0	0	0	0	0	1		4	10	4
Friends	0	1	0	0	0	0	0	0	0	0	0		1-FYD \$25.00	4-YTD \$400.00	11 –YTD \$2100.00
Gift of Warmth	0	2	2	4	0	1	2	1	2	2	5		21 -YTD \$5893.00	38 -YTD \$11,480.17	44 –YTD \$12350.00
Good Neighbor	0	0	0	0	0	0	3	3	0	0	0		6-\$1650. \$275/fam	12 \$250/fam	7
Park & Rec	1	1	0	0	0	0	0	0	0	0	0		2	5	6
RTS	0	0	0	0	0	0	0	0	0	0	0		1	15	17
Salvation Army	0	0	0	0	0	0	0	0	0	0	0		0	YTD- 4 \$293.00	8 – YTD \$800.00
Self Help	0	0	3	0	4	5	6	6	7	6	6		43	50	48
Water Abatement	0	0	0	0	1	0	0	0	1	0	0		2	4	1

**Gift of Warmth - Donation
St Bartholomew - \$20.00**

Gift Card given - 1

WELLNESS Programs

													FY15	FY14	FY13
Office Visits	38	35	27	13	17	11	11	11	39	34	18		254	528	539
Safte Visits	7	1	2	0	3	5	1	3	7	3	1		33	17	30
Clinics	6	8	1	1	5	0	1	0	1	4	6		33	17	48
Housing Visit	6	2	1	1	1	1	2	0	10	2	0		26	11	25
Housing Call	22	26	8	26	8	4	10	8	30	28	4		174	57	160
Camps-summer	2	0	0	0	0	0	0	0	9	11	25		47	29	16
Tanning Insp	1	0	0	0	0	1	0	Tan&Glam Closed	0	0	0		2	5	3
Articles	0	0	2	1	0	0	1	0	0	2	2		8	3	8
Presentations	0	0	0	1	0	0	0	0	0	1	0		2	4	12
Cable	0	0	0	2	0	0	0	2	0	0	0		4	6	6

EMPLOYEE WELLNESS	July	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	FY15	FY14	FY13
BP/WELLNESS - DPW/RTS	17	12	12	13	11	13	10	0	10	11	11		120	147	169
BP/WELLNESS -TOWN HALL	0	0	0	0	2	2	0	0	0	0	0		4	53	103
FLU VACCINE	0	0	0	22	26	2	2	0	0	0	0		52	52	80
CPR/AED INSTRUCTION	0	0	0	0	0	11	0	0	0	0	0		11	23	25
SMOKING Education	1	0	0	2	0	1	0	1	0	1	1		7	9	7
HEALTH ED LYME DISEASE	20	15	10	0	0	0	0	0	0	12	25		82	94	96
HEALTH ED WEST NILE	20	15	10	0	0	0	0	0	0	0	25		70	29	96
HEALTH ED EEE	20	15	10	0	0	0	0	0	0	0	0		45	29	96
HEALTH ED FLU	0	0	25	55	44	25	50	22	0	0	0		221	132	424
FIRST AIDE	2	1	2	4	0	2	3	2	3	2	3		24	66	52
GENERAL HEALTH EDUCATION	15	12	14	15	22	26	27	21	18	15	25		210	157	117
Police weights	0	0	0	0	9	10	0	0	0	0	11		30	31	22
TOTAL EMPLOYEE CONTACTS	95	70	83	111	114	92	92	46	31	41	101		876	825	1178

EMERGENCY PLANNING

NC7 Meeting

Hospital Meeting with NC7 – Newton Wellesley –Review of Medical Shelters

Meetings, Events, and Trainings

<i>Title</i>	<i>Description/Highlights/Votes/Etc.</i>
BOH Meeting	Monthly Updates
Intern orientation	State Lab in Jamaica Plain – BU Intern
MAPHN Meeting	PH Nurses meeting in Cohasset – Bioterrorism
DVAC Meeting	Planned and facilitated DVAC Meeting
Serve Safe	All day class on serve safe
Infection Disease in Disaster	Conference at Mass Medical in Waltham



Board of Health

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ARTICLE XX

REGULATIONS GOVERNING THE PRACTICE OF BODYWORK

SECTION 1.0

PURPOSE

The purpose of these regulations is to protect the public health and safety of the community, including the patrons, employees, and owners of commercial businesses offering legitimate services such as Bodywork Therapy, Reflexology, Spa Services, and others. The scope of these Regulations is broad and includes provisions designed to ensure legitimate operations and to guard against the risk of prostitution, human trafficking and disease transmission.

It is the Board of Health's intent that only an individual who meets and maintains a minimum standard of competence and conduct within their scope of professional practice may provide services to the public. These Regulations designate the requirements for obtaining a permit to operate a bodywork establishment and permit to practice bodywork, as well as grounds for suspension, revocation or denial of such a permit.

SECTION 2.0

AUTHORITY

These regulations are adopted by the Needham Board of Health, pursuant to its authority under Massachusetts General Laws, Chapter 111, Section 31.

SECTION 3.0

DEFINITIONS

Agent: shall mean a person employed by the Town of Needham who is authorized by the Board of Health to perform functions subject to these regulations.

Applicant: shall mean an individual seeking licensure who has submitted an official application as provided by the Needham Public Health Department, two forms of identification, a complete CORI/SORI record request form, and has paid the application fee.

Application: shall mean the application form provided by the Needham Public Health Department which has been signed under penalty of perjury, that the foregoing information contained in the application is true and correct, said declaration being duly dated, signed, and notarized within the Town.

Bodywork: shall refer to practices including, but not limited to: Accupressure, Asian Bodywork, AMMA Therapy®, Body-Mind Centering, Chi Nei Tsang, Feldenkrais Method, Five Element Shiatsu, Integrative Eclectic Shiatsu, Japanese Shiatsu, Jin Shin Do®, Korean Bodywork, Bodymind Acupressure™, Polarity, Macrobiotic Shiatsu, Reflexology, Reiki, Rolph Structural Integration, Shiatsu Amma Therapy, Traditional Thai Massage or Bodywork, Trager Approach, Tui na, Qi Gong, Zen Shiatsu, Ayurvedic medicine or other practices as they become known.

Criminal Offender Record Information (CORI): shall mean a record of criminal offenses committed as an adult or juvenile, as compiled by the Criminal History Systems Board.

DEPARTMENT: unless otherwise specified, shall mean the Needham Public Health Department acting in its role as the agent for the Needham Board of Health.

Establishment: shall mean any location, or portion thereof, in the Town of Needham which advertises and/or provides bodywork therapy services on the premises. Any health care facility licensed by the Commonwealth of Massachusetts or the office of any health care professional licensed by the Commonwealth of Massachusetts is not an establishment for the purposes of these regulations. In addition, bodywork establishments shall not be located in a private residence, condo, apartment, or other residentially zoned space.

Licensee: shall mean a person holding a license to practice any form of bodywork therapy or to operate a bodywork establishment in the Town of Needham. Where applicable, this shall include partnerships and/or corporations.

Patron: shall mean a person with whom the bodywork therapist has an agreement to provide bodywork therapy services or a visitor or any other person on premises at the establishment who is not an employee.

Sanitization: shall mean effective bactericidal/germicidal treatment by a process that provides enough accumulative heat or concentration of chemicals for enough time to reduce the bacterial/germ count, including bacterial, viral, and fungal pathogens, to a safe level on massage table surfaces, instruments, and/or the general facility.

Sex Offender Registry Information (SORI): shall mean a record of convictions for specified sexual offenses committed as an adult or juvenile, as compiled by the Sex Offender Registry Board.

Therapist: shall mean a bodywork practitioner licensed by the Needham Public Health Department.

SECTION 4.0

BODYWORK ESTABLISHMENT & INDIVIDUAL BODYWORK THERAPIST LICENSES

Any person desiring to open or conduct a commercial business practicing Bodywork Therapy shall obtain a Bodywork Establishment License from the Needham Public Health Department. Any person desiring to be a bodywork therapist at a Bodywork Establishment shall obtain an Individual Bodywork Therapist License. The application for these licenses shall include the items specified herein:

- (a)** The applicant shall submit a completed application form provided by the Needham Public Health Department.
- (b)** The applicant shall submit a non-refundable application fee according to the Health Department fee schedule.

(c) The applicant shall provide supporting documentation that he/she is eighteen (18) years of age or older by presenting two forms of positive identification. One form must include a photograph, such as a valid state driver's license with photo, a state identification card with photo, and/or a valid passport. The second form of ID may be a certified long-form birth certificate, certified baptismal record, certified record of marriage, certified copy of Social Security Card, or other government-issued photo ID.

(d) The applicant shall submit to the Needham Public Health Department a form authorizing the Town of Needham or a contracted third party to conduct a Criminal Offender Record Information (CORI) inquiry and a Sex Offender Registry Information (SORI) inquiry, and to report the results of those inquiries to the Needham Public Health Department. All responses to these record checks shall be kept confidential and will not be maintained by the Needham Public Health Department. By signing the application or renewal form, the applicant gives authorization to the Town of Needham or its contracted third party to run a CORI/SORI background check, which will consist of the information pertaining to all convictions, non-convictions, and pending criminal case information. CORI and SORI checks may be conducted in all states in which the applicant has resided within the last ten (10) years.

Comment [TM1]: For Dave Tobin's review.

Comment [TM2]: Is this possible? I thought it was only possible to do a MA check?

(f) The applicant shall disclose the circumstances surrounding any of the following convictions or license revocations:

1. Disclosure of any conviction for any sexual-related offense, including prostitution or sexual misconduct.
2. Disclosure of any conviction of any misdemeanor or felony occurring within the past ten (10) years.
3. Disclosure of open criminal charges that are pending judicial action.
4. Revocation, suspension, or denial of a license to practice massage issued by any state or municipality.
5. Loss or restriction of any licensure or certification by any municipality or other jurisdiction for any reason.

(g) The Needham Police and the Needham Public Health Departments shall determine whether an applicant's conduct, criminal or otherwise, shall disqualify that person from obtaining license. Any convictions or license revocations as outlined in Section 14.0, Sub-Section 6, a through d will result in an automatic denial of the application.

(h) The applicant shall submit written declaration, under penalty of perjury, that the foregoing information contained in the application is true and correct, and said declaration shall be duly dated, signed, and notarized in the Town. False statements shall constitute grounds for revocation of an issued license or denial of a pending license application or license renewal.

(i) The Needham Public Health Department, prior to the issuance of any license, shall evaluate each individual application by the information provided. The Board of Health or Public Health Department may place special conditions on any license issued.

(j) False statements in said application shall be grounds for denial, suspension, or revocation of a license.

(k) Applicants for a Bodyworks Establishment License shall provide proof of professional liability and workers compensation insurance.

(l) Applicants for a Bodyworks Establishment License shall provide the name or names of individuals that are currently certified in basic cardiopulmonary resuscitation (CPR) and a copy of their valid certification form. One individual trained in CPR must be on-site at all times during operating hours.

(m) The holder of the Bodywork Establishment License shall be ultimately responsible for the physical facility, instruments, advertising, postings, employees, and all compliance with these regulations.

(n) The holder of a Bodywork Establishment License shall also obtain an Individual Bodywork Therapist License, if the individual will conduct bodywork.

(o) All applicants for an Individual Bodywork Therapist License shall allow one front faced digital photograph to be taken by the Needham Public Health Department at the time of license application submittal. This photograph will be attached to the license, if granted.

(p) All applicants for an Individual Bodywork Therapist License shall obtain a physician's letter dated no earlier than six months prior to the submittal of the initial application, stating that the applicant has had a physical examination and to the best of the physician's knowledge is up-to-date with adult immunizations and free from communicable diseases and/or conditions that may be transmitted due to close physical contact and detrimental to the public's health.

(q) All Individual Bodywork Therapist License applicants must identify the name(s) of the licensed establishment(s) where he or she will practice bodywork therapy. In addition, a license holder shall notify the Needham Public Health Department if the individual changes employment venue within the town.

(r) It is a violation of these regulations for any person who is not licensed in the manner described herein to operate a Bodywork Establishment or to operate as an Individual Bodywork Therapist.

SECTION 5.0 LICENSE RENEWAL

(a) This license shall expire on June 30th annually.

(b) The applicant shall provide his/her completed renewal application, including new physician's letter and CORI form authorization and all required documentation, in person to the Needham Public Health Department.

(c) The fee for each license renewal shall be in accordance with the most recent Health Department fee schedule.

SECTION 6.0 CONDITIONS OF BODYWORK LICENSE

(a) No bodywork therapist shall perform services if either the practitioner, or a patron, has a communicable disease or exhibits any skin fungus, skin infection, skin inflammation, or skin eruption.

(b) No licensed therapist, shall use the therapist-client relationship to solicit for or engage in sexual activity with any client, whether consensual or otherwise, whether within or outside the massage establishment, or to make arrangements to engage in sexual activity with any client.

(c) Bodywork therapists must wash his/her hands with soap and water immediately before and after administering services to any person.

(d) Therapists must maintain a sufficient level of personal cleanliness and be clothed in clean and appropriate attire which at no time will expose any portion of the areola of the female breast or any portion of the pubic hair, cleft of the buttocks, or genitals.

(e) Clients must be clothed in appropriate attire or draped with clean towels, at no time shall the client's areola of the female breast or any portion of the pubic hair, cleft of the buttocks, or genitals be exposed.

(f) Therapists may not perform services they are not specifically licensed to perform, such as; diagnose disease, perform joint/spinal manipulation, perform acupuncture, or other. In addition practitioners shall not operate equipment they are not trained or licensed to operate, such as; x-ray, fluoroscope, diathermy, or other similar equipment.

(g) Therapists may not use, or allow patrons to use, alcoholic beverages, illegal drugs, illicit drugs including marijuana, whether for medical or recreational usage, or controlled substances on the licensed premises.

(h) The individual license to conduct bodywork or bodywork establishment license is non-transferable. Any changes in the business location of the licensee must be reported to the Needham Public Health Department within fourteen (14) days of the change.

(j) For those therapists who conduct business at more than one location, the original license shall be posted at the first address indicated on the license. At the additional business address, the practitioner shall post a copy of the license to which an original Needham Public Health Department stamp has been placed.

(k) Bodywork therapists must prominently display their licenses in the waiting room of the licensed establishment where employed.

(l) The use of aliases by practitioners and apprentices is prohibited.

(m) Therapists may not administer a massage, unless the individual is properly licensed by the Massachusetts Board of Registration of Massage Therapy AND the premise at which the massage occurs is similarly licensed by the Commonwealth for the conduct of massage.

(n) Therapists may not administer treatment to a person younger than 18 years of age.

(o) All therapists shall have a valid form of identification on them at all times within the establishment.

(p) All licensees shall notify the Needham Public Health Department of a change of name and/or home address within fourteen (14) days.

(q) All licensees shall notify the Needham Public Health Department of any criminal complaint brought against them or licensed practitioners operating within their establishment within seven (7) days. Failure to do so may result in revocation of licensure.

SECTION 7.0 FACILITY and EQUIPMENT

- (a)** The operator shall provide that all public areas, rooms used for therapy, and employee areas are clean and sanitary. The establishment must be well-lighted, adequately ventilated, properly heated, and free from defects that would create a public health or employee safety hazard in accordance with all local, state, and federal regulations.
- (b)** Every room used for the treatment of patrons shall be equipped with a door and have at least 70 square feet of floor space. All treatment room doors shall not be capable of being locked.
- (c)** No room or section to an Establishment shall be used as a bedroom, for sleeping purposes, or as a domicile.
- (d)** Every waiting room area must be lit with a combination of natural and artificial lights. Blackout curtains, other light prohibitive shades, or window sprays are prohibited.
- (e)** Standard or portable massage tables shall be covered with a durable washable material, which is capable of being cleaned and sanitized, and is cleaned and sanitized after each patron use.
- (f)** A sink with running hot and cold water (minimum hot water temperature should be 110 degrees Fahrenheit) must be located in an easily accessible area within the permitted establishment.
- (g)** Sanitizing chemicals/equipment should be on site and labeled with ingredients it contains, in case of a spill. All furniture and equipment in each room shall be kept clean and sanitary at all times.
- (h)** Restrooms must be made available to customers/employees and shall be located in an easily accessible area within or near the permitted establishment.
- (i)** Non-disposable instruments shall be sanitized after use on each person in a manner sufficient to maintain cleanliness
- (j)** The facility shall have adequate equipment for disinfecting and sanitizing non-disposable instruments and materials used in administering bodywork.
- (k)** No un-sanitized part of an instrument (i.e. Hot Stones) shall be applied directly to the skin of a patron.
- (l)** Robes, towels, cloths, or other linens, which come into direct contact with the bodies of patrons, shall, after use and before re-use, be laundered in such a manner as to ensure effective sanitization.
- (m)** No common use of robes, towels, cloths, sheets, or other linens is permitted. All used robes, towels, cloths, or other linens shall be kept in covered containers, closed cabinets, or closed bags and shall be held separately from clean robe, towel, cloth or linen storage areas. Such separate storage areas shall be plainly marked as "CLEAN" OR "SOILED".
- (n)** All oils, creams, lotions, talc, or other preparations used in administering bodywork shall be kept in factory labeled containers in a clean and closed condition. All such containers shall be stored in appropriate cabinets or shelving.
- (o)** All non-disposable instruments and devices designed or used for direct application to the skin shall be kept in a clean location.

(p) Ensure non-latex gloves are available on site. If latex-containing products are to be used, a sign shall be conspicuously posted stating all clients shall be advised that latex containing products are in use.

(q) Conducting bodywork therapy shall be limited between the hours of 7:00 a.m. and 9:00 p.m.

(r) Patrons shall be granted access to inspect all oils, creams, lotions, talc, or other preparations treatment substances before use on the individual.

(s) The facility shall have a conspicuously placed sign in the lobby which reads “Report any inappropriate or unsanitary conditions to the Needham Public Health Department at (781) 455-7500 or to the Needham Police Department at (781) 444-1212. In the event of an emergency, please immediately call 9-1-1.”

(t) No items of sexual nature may be stored or displayed within the establishment or on the grounds.

(u) Smoking is prohibited within a bodywork establishment or on the grounds, thereof.

(v) One individual trained in basic cardiopulmonary resuscitation (CPR) must be on-site at all times during operating hours.

(w) A Department of State – “Know Your Rights” pamphlet and other educational material as deemed necessary by the Public Health Department shall be displayed prominently in employee areas, in English and also in all languages spoken by on-site personnel.

(x) No bodywork facility shall install a shower or other home good that would allow the employees of such establishment with the ability to live at the facility.

SECTION 8.0 ADVERTISING

Bodywork therapists and owners of such establishments shall be mindful of professional ethics when placing advertisements. Advertising in periodicals, newspapers, or on-line in a sexual or provocative manner (i.e. pictures or language) to promote business may be construed as a violation of the proper standards of bodywork and will result in the revocation of the license.

SECTION 9.0 DEPARTMENT OF STATE – KNOW YOUR RIGHTS PAMPHLET

Any place of employment that is thought to be a common location of human trafficking, as reported by the National Human Trafficking Resource Center, shall conspicuously post a Department of State – Know Your Rights Pamphlet in a commonly visited employee information posting area. The pamphlet must be available in both English and the primary language of all employees.

As of the date these regulations are enacted, common human trafficking employment locations shall include hotels, nail salons, restaurants, bars, strip clubs, farm labor camps, construction companies, large factories, and bodywork establishments defined herein.

The Needham Public Health Department has the right to include more business locations that are common locations for human trafficking as they become known to the Needham Public Health Department, Needham Police Department, or the National Human Trafficking Resource Center.

Comment [TM3]: Comment for Dave Tobin...would you please provide a citation to the Town by-law or code prohibiting neon signs?

This pamphlet is available free of charge at the following web address:
<http://travel.state.gov/content/visas/english/general/rights-protections-temporaty-workers.html>

SECTION 10.0 INSPECTIONS

- (a) The purpose of inspections is to verify the compliance of these regulations.
- (b) Denial of access to any part of an establishment, by the licensee, by a bodywork therapist, or an employee may result in immediate revocation of the license.
- (c) Applicants will be subject to a minimum of two inspections by the Needham Public Health Department, Needham Police Department, or their authorized agents over the course of the fiscal year. One inspection may be announced to the facility prior to the visit and one or more inspections may be unannounced, where an agent visits without prior notification to the facility.
- (d) Re-inspection shall take place when an establishment does not pass an inspection. The applicant shall submit an application for re-inspection, which shall include:
 - 1. A correction plan to be submitted to the Needham Public Health Department within five (5) business days of the initial inspection.
 - 2. If more than one re-inspection is required, re-inspection fees of \$50 by check or money order made payable to the Town of Needham.
 - 3. A re-inspection application must be submitted to the Needham Public Health Department in writing.

SECTION 11.0 DISCIPLINARY ACTIONS, ORDERS AND HEARINGS

A. Actions - Upon a finding by an agent that a licensee has violated any provisions of these regulations, the Needham Public Health Department and/or the Board of Health may impose any of the following actions separately or in any combination which is deemed appropriate to the offense:

- 1. Suspension of a licensee's right to practice or maintain an establishment for a fixed period of time, or denial of a license application or license renewal.
- 2. Administrative revocation for failing to renew licensure in a timely manner. Licenses that have been administratively revoked may be reinstated upon the licensee's achievement of all the renewal requirements of these regulations.
- 3. Revocation for cause which terminates the license. The Needham Public Health Department and/or the Board of Health may allow reinstatement of a revoked license upon conditions and after a period of time deemed appropriate. Any person whose license has been revoked may not apply for licensure for at least one (1) year unless otherwise stated in the revocation order.

B. Orders

- 1. All orders shall be in writing.

2. Orders shall be served on the licensee or licensee's agent as follows:

- by sending a copy of the order by certified mail, return receipt requested, or
- personally, by any person authorized to serve civil process, or
- by posting a copy in a conspicuous place on or about the establishment.

C. Hearings

1. The person to whom any order or notice has been issued pursuant to violations of any provision of these regulations may request a hearing before the Board of Health. Such a request must be in writing and shall be filed with the Needham Public Health Department within five (5) working days of receipt of the order or notice.

Upon receipt of such request, the Board of Health or its agent shall inform the petitioner thereof in writing of the time and place of said hearing, which shall be commenced within a reasonable time.

2. At the hearing, the petitioner shall be given an opportunity to be heard, to challenge the inspection findings, and/or to show why the order should be modified or rescinded, or why the license should not be suspended or revoked. Any oral testimony given at a hearing shall be recorded electronically and shall be part of the licensee's file.

3. After the hearing, the Board of Health shall make a final decision based upon the complete hearing record and shall inform the petitioner in writing of the decision. If the Board of Health sustains or modifies an order, it shall be carried out within the time period allotted in the original order or in the modification.

4. Every notice, order, decision or other record prepared by the Board of Health in connection with the hearing shall be entered as a matter of public record in the Needham Public Health Department.

5. Any person aggrieved by the final decision of the Board of Health may seek relief in a court of competent jurisdiction.

SECTION 12.0 PROHIBITIONS

(a) No person licensed by Needham Public Health Department to perform bodywork shall use the therapist-client relationship to solicit for, or engage in, sexual activity with any client, whether consensual or otherwise, whether within or outside the massage establishment, or to make arrangements to engage in sexual activity with any client.

(b) At no time shall a practitioner of bodywork therapy conduct any business, or list as a business, his/her home address. Additionally, at no time may clients be seen at the practitioner's residence or run a bodywork business as a door-to-door enterprise.

(c) At no time shall a practitioner of bodywork therapy run a business from a residence, condominium, hotel, motel, mobile home, or other residential setting.

SECTION 13.0 CRIMINAL ACTS

- (a)** At no time shall an individual offer, or agree to engage in sexual conduct, with another person for a fee per Massachusetts General Laws (M.G.L.) Chapter 272, section 53A.
- (b)** At no time shall a customer of an establishment request to receive, or agree to engage in, sexual conduct with another regardless of age per M.G.L. Chapter 272, section 53A.
- (c)** At no time shall an individual derive support or income from a prostitute's earnings per M.G.L. 272, section 7.
- (d)** At no time shall an individual induce a minor to become a prostitute or knowingly assist in inducing a person under the age of 18 to become a prostitute per M.G.L. Chapter 272, section 4A.
- (e)** At no time shall an individual knowingly permit prostitution on the premises per M.G.L. Chapter 272, section 6.
- (f)** At no time shall an individual intentionally expose his/her genitals or breasts to one or more persons per M.G.L. Chapter 272, section 53.
- (g)** At no time shall an individual annoy or accost in a sexual way per M.G.L. Chapter 272, section 53.
- (h)** At no time shall an individual engage in natural or unnatural sexual intercourse with a victim, by compelling the victim to submit by force and against her or his will, or by threat of bodily injury per M.G.L. Chapter 265, section 22(a) or 22(b).
- (i)** At no time shall an individual commit an "indecent" assault & battery which the victim did no consent to, regardless of age, per M.G.L. Chapter 265, section 13(b) or 13(h).
- (j)** At no time shall an individual secretly video or photograph naked or partially naked people, and at no time shall an individual disseminate secretly obtained videos or photographs of nude or partially nude individuals, per M.G.L. Chapter 272 section 105.
- (k)** At no time shall an individual provide or obtain another individual, or subject, recruit, entice, harbor, or transport, an individual by any means, in order to force him or her into servitude per M.G.L. Chapter 265, section 51.
- (l)** At no time shall an individual provide or obtain another individual, or subject, recruit, entice, harbor, or transport, an individual by any means, in order to force him or her into sexual servitude per M.G.L. Chapter 265, section 51.

SECTION 14.0 GENERAL ENFORCEMENT

These regulations may be enforced by the Needham Public Health Department and the Police Department and other departments or agencies supporting the Town of Needham, except that only the Public Health Department and/or Board of Health may grant, deny, revoke, suspend or modify permits or variances of these regulations.

The grounds on which the Public Health Department may deny renewal, revoke, suspended, or modify any permit or certification issued pursuant to these regulations include, but are not limited to:

(a) Refusal to permit an agent of the Public Health Department or other government official to inspect the facility;

(b) Interference with an agent of the Public Health Department or other government official in the performance of their duty;

(c) A criminal conviction of the license holder relating to the operation of the establishment;

(d) Failure of the license holder to submit the appropriate documentation;

(e) Failure to pay the required license fees or assessed fines or penalties;

(f) The establishment's owner, operator, or employee's failure to comply with these regulations;

(g) Committing a Prohibited or Criminal Act as outlined in this document.

(h) Keeping or submitting any misleading or false records or documents related to the operation of the establishment or practicing bodywork;

Otherwise operating a bodywork facility or practicing bodywork so as to cause a threat to the public health or safety shall cause suspension, modification, or revocation of license. Such action by the Public Health Department may include ordering other appropriate relief, including but not limited to, ordering corrections to the physical facility.

These regulations may be enforced through appropriate criminal or civil process, including but not limited to that specified at M.G.L. c. 40, section 21D, in any court of competent jurisdiction.

All criminal acts or violations of M.G.L. will be enforced by the Needham Police Department. In addition, the Needham Police Department or Public Health Department may issue fines per this ordinance on top of penalties assessed by the appropriate criminal court.

SECTION 15.0 FINES FOR VIOLATIONS OF ORDERS AND SUSPENSIONS

Any person or entity violating any term or condition of these regulations, or any Needham Public Health Department suspension or order enforcing these regulations, shall be subject to a fine for each violation of not less than fifty dollars (\$50) nor more than five hundred dollars (\$500) for each day that such violation continues. This regulation shall be enforced pursuant to M.G.L. Chapter 40, section 21D by a Town Police Officer or a representative of the Needham Public Health Department.

SECTION 16.0 EXEMPTIONS

Pursuant to these regulations a professional practitioner license shall not be required of the following individuals while engaged in the regular performance of the duties of their respective professions:

(a) Physicians, chiropractors, osteopaths, occupational therapists or physical therapists who are licensed to practice their respective professions in the Commonwealth of Massachusetts.

(b) Athletic trainers duly licensed under the laws of the Commonwealth of Massachusetts.

(c) Nurses who are registered or licensed under the laws of the Commonwealth of Massachusetts.

(d) Barbers and beauticians who are duly registered under the laws of the Commonwealth of Massachusetts, provided that this exemption shall apply solely to the massage of the neck, face, scalp, and hair of the customer or client for cosmetic or beautifying purposes.

(e) Acupuncturists duly licensed under the laws of the Commonwealth of Massachusetts.

(f) Persons licensed to practice massage by any city or town in the Commonwealth of Massachusetts may, at the request of a physician, attend patients in the Town of Needham without taking out an additional license.

(g) Naturopathic Physicians who are duly licensed by a state or province.

SECTION 17.0 SEVERABILITY

If any chapter, section, paragraph, sentence, clause, phrase, or word of these regulations shall be declared invalid for any reason whatsoever, that decision shall not affect any other portion of these regulations, which shall remain in full force and effect; and to this end the provisions of these regulations are hereby declared severable.

SECTION 18.0 TRANSITIONAL RULES

Existing bodywork establishments, as well as, individuals who conduct bodywork shall submit applications for licensure to the Needham Public Health Department within sixty (60) days of passage of these regulations

SECTION 19.0 EFFECTIVE DATE

These regulations shall take effect as of August 1, 2015.

Comment [TM4]: TBD, depending upon date of public hearing.

DCJIS MODEL CORI POLICY

This policy is applicable to the criminal history screening of prospective and current employees, subcontractors, volunteers and interns, professional licensing applicants, and applicants for the rental or leasing of housing.

Where Criminal Offender Record Information (CORI) and other criminal history checks may be part of a general background check for employment, volunteer work, licensing purposes, or the rental or leasing of housing, the following practices and procedures will be followed.

I. CONDUCTING CORI SCREENING

CORI checks will only be conducted as authorized by the DCJIS and MGL c. 6, §. 172, and only after a CORI Acknowledgement Form has been completed.

With the exception of screening for the rental or leasing of housing, if a new CORI check is to be made on a subject within a year of his/her signing of the CORI Acknowledgement Form, the subject shall be given seventy two (72) hours notice that a new CORI check will be conducted.

If a requestor is screening for the rental or leasing of housing, a CORI Acknowledgement Form shall be completed for each and every subsequent CORI check.

II. ACCESS TO CORI

All CORI obtained from the DCJIS is confidential, and access to the information must be limited to those individuals who have a “need to know”. This may include, but not be limited to, hiring managers, staff submitting the CORI requests, and staff charged with processing job applications. (Requestor Organization Name) must maintain and keep a current list of each individual authorized to have access to, or view, CORI. This list must be updated every six (6) months and is subject to inspection upon request by the DCJIS at any time.

III. CORI TRAINING

An informed review of a criminal record requires training. Accordingly, all personnel authorized to review or access CORI at (Requestor Organization Name)

will review, and will be thoroughly familiar with, the educational and relevant training materials regarding CORI laws and regulations made available by the DCJIS.

Additionally, if (Requestor Organization Name) is an agency required by MGL c. 6, s. 171A, to maintain a CORI Policy, all personnel authorized to conduct criminal history background checks and/or to review CORI information will review, and will be thoroughly familiar with, the educational and relevant training materials regarding CORI laws and regulations made available by the DCJIS.

IV. USE OF CRIMINAL HISTORY IN BACKGROUND SCREENING

CORI used for employment purposes shall only be accessed for applicants who are otherwise qualified for the position for which they have applied.

Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on background checks will be made consistent with this policy and any applicable law or regulations.

V. VERIFYING A SUBJECT'S IDENTITY

If a criminal record is received from the DCJIS, the information is to be closely compared with the information on the CORI Acknowledgement Form and any other identifying information provided by the applicant to ensure the record belongs to the applicant.

If the information in the CORI record provided does not exactly match the identification information provided by the applicant, a determination is to be made by an individual authorized to make such determinations based on a comparison of the CORI record and documents provided by the applicant.

VI. INQUIRING ABOUT CRIMINAL HISTORY

In connection with any decision regarding employment, volunteer opportunities, housing, or professional licensing, the subject shall be provided with a copy of the criminal history record, whether obtained from the DCJIS or from any other source, prior to questioning the subject about his or her criminal history. The source(s) of the criminal history record is also to be disclosed to the subject.

VII. DETERMINING SUITABILITY

If a determination is made, based on the information as provided in section V of this policy, that the criminal record belongs to the subject, and the subject does not dispute the record's accuracy, , then the determination of suitability for the position or license will be made. Unless otherwise provided by law, factors considered in determining suitability may include, but not be limited to, the following:

- (a) Relevance of the record to the position sought;
- (b) The nature of the work to be performed;
- (c) Time since the conviction;
- (d) Age of the candidate at the time of the offense;
- (e) Seriousness and specific circumstances of the offense;
- (f) The number of offenses;
- (g) Whether the applicant has pending charges;
- (h) Any relevant evidence of rehabilitation or lack thereof; and
- (i) Any other relevant information, including information submitted by the candidate or requested by the organization.

The applicant is to be notified of the decision and the basis for it in a timely manner.

VIII. ADVERSE DECISIONS BASED ON CORI

If an authorized official is inclined to make an adverse decision based on the results of a criminal history background check, the applicant will be notified immediately. The subject shall be provided with a copy of the organization's CORI policy and a copy of the criminal history. The source(s) of the criminal history will also be revealed. The subject will then be provided with an opportunity to dispute the accuracy of the CORI record. Subjects shall also be provided a copy of DCJIS' *Information Concerning the Process for Correcting a Criminal Record*.

IX. SECONDARY DISSEMINATION LOGS

All CORI obtained from the DCJIS is confidential and can only be disseminated as authorized by law and regulation. A central secondary dissemination log shall be

used to record any dissemination of CORI outside this organization, including dissemination at the request of the subject.

NEEDHAM HEALTH DEPARTMENT
PERMIT & LICENSE FEE SCHEDULE Voted May 9, 2013

<u>Permit/License</u>	<u>Fee</u>
Animal Permit	90.00
• Additional per species for laboratory animals	20.00
Biotechnology Initial Registration	750.00
• Renewal/change in use	450.00
Body Art Establishment	700.00
Body Art Practitioner Permit	575.00
Breast Milk Registration	25.00
Camp license	155.00
Demolition Permit	40.00
<u>Food:</u>	
• Bottling Permit	500.00
• Food service – less than 50 seats, retail between 1500-3000 sq. ft.	265.00
• Food service – more than 50 seats, retail between 3000-6000 sq. ft.	460.00
• Food service – 150 - 250 seats, retail between 6000-10,000 sq. ft.	525.00
• Food service – more than 250 seats	625.00
• Mobile: food prep or PHF's; small; retail (less than 1500 sq. ft.)	165.00
• Plan Review	210.00
• Plan review – per revision	30.00
• Prepackaged (no refrigeration); very limited retail; no coffee; good compliance record	70.00
• Prepackaged (refrigeration); limited retail; mobile prepackaged	120.00
• Retail more than 10,000 square feet	655.00
• Temporary/one day event permit	30.00
• Farmers market/seasonal	50.00
Hauler Truck – septic, grease, rubbish	130.00
Hotel/Motel	110.00
Marijuana Dispensary Permit	TBA
Marijuana Home Grow Permit	100.00
Medical Waste Hauler	160.00
Non-Profit	50% off Fee
Sharps Permit	85.00
<u>Surcharges:</u>	
• Late Renewal	75.00
• Noncompliance Re-inspection	100.00
• Multiple Facility	60.00
<u>Swimming Pool:</u>	
• Public/Semi-public – Plan Review	265.00
• Public/Semi-public – Seasonal Permit	160.00
• Public/Semi-public – Annual Permit	240.00
• Variance – initial application	140.00
• Variance – renewal	85.00
<u>Tanning Booth:</u>	
• New Establishment	230.00
• First Booth	110.00

NEEDHAM HEALTH DEPARTMENT
PERMIT & LICENSE FEE SCHEDULE Voted May 9, 2013

• Each additional booth	30.00
<u>Title V/Septic:</u>	
• Installer's Permit & test	250.00/125.00
• Installer's test every 2 years	30.00
• Soil Application (less than 2 hours)	430.00
• Soil Application (each additional hour over 2 initial hours)	65.00
• Plan Review	255.00
• Plan Review – less than 2 revisions	
o Home Addition Plan Review – Septic Addition	75.00
o Deed Restriction	100.00
o Additional Plan Reviews	30.00
• Construction Permit	355.00
• Excavation & Trench Permit	50.00
• Construction Permit – minor system repair	125.00
• Variance Request	125.00
Tobacco Permit to sell	700.00
Vaccine Administration fee: Clinics (per shot)	10.00
Well Application	140.00
Well Application – Geothermal	220.00
Well Application – Site Visit to well (per hour)	60.00
Woodburning Boiler Permit Review	100.00

<u>PERMIT/LICENSE</u>	<u>NEEDHAM</u>	<u>DEDHAM</u>	<u>NORWOOD</u>	<u>WESTON</u>	<u>Westwood</u>	<u>Wellesley</u>
Food – plan review	\$210.00	\$50/\$100/\$200	\$150-\$250	\$300.00	0-5,000 sq ft \$150 Over 5,000 \$.03 per sq ft	\$100 - \$600 depends on size
Annual food – <50 seats Retail 1500-3000 sq ft	\$265.00	\$100.00	\$100-\$150	\$100 - \$300	\$75 - \$125	\$250.00
Annual food - >50 seats Retail 3000-6000 sq ft	\$460.00	\$200.00	\$200-\$250	\$100 - \$300	\$175 - \$350	\$500.00
Annual food – >150 seats Retail 6000–10,000	\$525.00	\$400.00	\$250.00	\$100 - \$300	Over 125 seats, \$2 each seat	\$600.00
Mobile – or retail <1500 sq ft	\$165.00	\$200.00	\$100.00	\$100.00	\$100/\$75 candy only	\$140.00
Temporary – 1 day permits	\$30.00	\$50.00	\$30.00	\$25.00	\$20.00	\$25.00
Tobacco	\$700.00	\$200.00	\$200.00	N/A	\$400.00	\$250.00
Domestic Animal	\$90.00	\$50/\$100	\$50.00	\$50 per site	N/A	\$50.00
Pool Plan review	\$265.00	\$100.00	\$150.00	\$300.00	\$250, \$25 per revision	\$300.00
Hauler - Septic, grease, waste	\$130.00	\$150.00	\$100.00	\$200 - \$50 ea add'l truck	\$100.00	\$50.00 per truck
Demolitions	\$40.00	N/A	N/A	\$75 or \$250 – inspection required	N/A	\$50.00
Tanning – New Establishment	\$230.00	\$200.00	Not specified	N/A	\$150.00	\$150.00
Tanning – First booth/ additional booth	\$110/\$30	\$25.00	\$100/\$15	N/A	\$50 per device	\$100/\$50
Camps	\$155.00	\$250.00	\$100.00	N/A	\$150.00	\$200.00
Septic/Title V-Soil Application test – less than 2 hours	\$430.00	\$100.00	\$50.00	\$400.00	\$300.00	N/A

NEEDHAM HEALTH DEPARTMENT
FY 2015 REVENUE

Total Fee Revenue	\$77,417.50
Total External Grants & Revenue	\$79,652.80
FY 2015 Total	\$157,070.30

MONTH / YEAR	MONTHLY TOTAL	Food	Camp	Tanning	Hotel	Biotech	Domestic Animals	Pool	Well	Bottling	Demos	Septic	Waste Hauler	Tobacco	Medical Waste	Funerals
July-14	\$1,995.00	\$15.00	\$155.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$630.00	\$0.00	\$520.00	\$75.00	\$0.00	\$0.00	\$0.00	\$600.00
August-14	\$4,570.00	\$965.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$500.00	\$600.00	\$860.00	\$390.00	\$0.00	\$85.00	\$420.00
September-14	\$2,540.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00	\$0.00	\$160.00	\$0.00	\$0.00	\$700.00	\$0.00	\$335.00
October-14	\$1,210.00	\$255.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$320.00	\$75.00	\$0.00	\$0.00	\$0.00	\$420.00
November-14	\$41,972.50	\$31,227.50	\$0.00	\$0.00	\$220.00	\$0.00	\$0.00	\$975.00	\$440.00	\$0.00	\$320.00	\$2,225.00	\$160.00	\$5,600.00	\$340.00	\$465.00
December-14	\$11,475.00	\$6,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$170.00	\$505.00	\$440.00	\$0.00	\$240.00	\$1,470.00	\$220.00	\$2,100.00	\$255.00	\$60.00
January-15	\$2,425.00	\$525.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00	\$1,660.00	\$0.00	\$0.00	\$0.00	\$0.00
February-15	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
March-15	\$3,900.00	\$405.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$405.00	\$2,805.00	\$0.00	\$85.00	\$0.00
April-15	\$3,020.00	\$750.00	\$155.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$400.00	\$1,235.00	\$390.00	\$0.00	\$0.00	\$0.00
May-15	\$4,190.00	\$1,335.00	\$1,015.00	\$0.00	\$0.00	\$0.00	\$360.00	\$805.00	\$360.00	\$0.00	\$240.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00
June-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$77,417.50	\$42,617.50	\$1,325.00	\$0.00	\$220.00	\$750.00	\$620.00	\$2,285.00	\$2,230.00	\$500.00	\$3,360.00	\$8,080.00	\$3,965.00	\$8,400.00	\$765.00	\$2,300.00

*Septic includes Waste

FY14 Totals		\$63,067.50	\$1,235.00	\$320.00	\$330.00	\$425.00	\$1,325.00	\$1,325.00	\$1,080.00	\$500.00	\$4,800.00	\$12,525.00	*	\$8,400.00	\$1,360.00	\$7,605.00
FY13 Totals		\$45,732.50	\$975.00	\$585.00	\$110.00	\$425.00	\$1,160.00	\$1,760.00	\$1,280.00	\$500.00	\$3,200.00	\$12,195.00	*	\$6,875.00	\$510.00	\$6,780.00

MONTH / YEAR	MONTHLY TOTAL	Flu	Domestic Violence	Gift of Warmth	Traveling Meals	Suicide Prevention	NACCHO MRC	AdCare	PHEP	5th Quarter & SALSA	CADCA	SAMHSA	CHNA
July-14	\$2,510.00	\$0.00	\$0.00	\$1,500.00	\$1,010.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
August-14	\$6,570.54	\$0.00	\$0.00	\$0.00	\$4,534.75	\$0.00	\$0.00	\$0.00	\$2,035.79	\$0.00	\$0.00	\$0.00	\$0.00
September-14	\$3,868.50	\$0.00	\$0.00	\$750.00	\$3,118.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
October-14	\$5,500.79	\$0.00	\$0.00	\$0.00	\$3,465.00	\$0.00	\$0.00	\$0.00	\$2,035.79	\$0.00	\$0.00	\$0.00	\$0.00
November-14	\$5,042.25	\$0.00	\$1,375.00	\$250.00	\$3,417.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
December-14	\$12,601.50	\$0.00	\$0.00	\$9,000.00	\$3,601.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
January-15	\$14,199.46	\$0.00	\$217.70	\$0.00	\$2,794.25	\$0.00	\$0.00	\$0.00	\$2,035.79	\$9,151.72	\$0.00	\$0.00	\$0.00
February-15	\$2,694.50	\$0.00	\$0.00	\$500.00	\$2,194.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
March-15	\$11,834.11	\$0.00	\$0.00	\$250.00	\$3,853.50	\$0.00	\$3,500.00	\$4,230.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
April-15	\$5,530.90	\$2,995.10	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,035.80	\$0.00	\$0.00	\$0.00	\$0.00
May-15	\$9,300.25	\$0.00	\$0.00	\$20.00	\$4,780.25	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,000.00	\$0.00	\$0.00
June-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$79,652.80	\$2,995.10	\$1,592.70	\$12,770.00	\$32,769.50	\$0.00	\$3,500.00	\$4,230.61	\$8,143.17	\$11,651.72	\$2,000.00	\$0.00	\$0.00

FY14 Totals		\$3,680.48	\$4,442.38	\$17,250.00	\$40,729.50	\$4,471.77	\$3,500.00	\$5,051.49	\$8,143.17	\$0.00	\$0.00	\$3,280.00	\$1,000.00
FY13 Totals		\$8,056.01	\$4,521.79	\$13,650.00	\$46,158.90	\$0.00	\$11,000.00	\$7,417.96	\$8,451.35	\$0.00	\$0.00	\$0.00	\$0.00

Widespread violations found at Boston's food spots

Patrons were at risk at 1,350 restaurants



JOHN TLUMACKI/GLOBE STAFF

Best Bar B Q Restaurant on Beach Street in China Town had the highest total of the most serious types of violations last year in Boston with 70.

By Matt Rocheleau | GLOBE STAFF MAY 25, 2015

City inspectors last year found multiple instances of the most serious type of health and sanitary code violations at nearly half of Boston's restaurants and food service locations, according to a Globe review of [municipal data](#).

At least two violations that can cause food-borne illness — the most serious of three levels — were discovered at more than 1,350 restaurants across Boston during 2014, according to records of inspections at every establishment in the city that serves food, including upscale dining locations, company cafeterias, takeout and fast-food restaurants, and food trucks.

CONTINUE READING BELOW ▼

Five or more of the most serious violations were discovered at more than 500 locations, or about 18 percent of all restaurants in the city, and 10 or more of the most serious violations were identified at about 200 eateries.

A violation is classified under the most serious category when inspectors observe improper practices or procedures that research has identified as the most prevalent contributing factors of food-borne illness.

Examples of such infractions include: not storing food or washing dishes at proper temperatures, employees not following hand-washing and glove-wearing protocols, and evidence that insects or rodents have been near food.

CONTINUE READING IT BELOW ▼



Database: Inspection reports

A database provides inspection information on food locations in Boston.

Food safety in numbers

Quiz: Do you know food safety?

Food-borne illness typically causes relatively minor symptoms — the US Centers for Disease Control estimates that about 1 in 6 Americans get sick from food-borne illness each year — but it can be much more serious. An estimated 128,000 people nationwide are hospitalized because food-borne illnesses each year and 3,000 die from them.

“We take all violations seriously,” said William Christopher, commissioner of the city’s Inspectional Service Department, which sends officials from its health division to review conditions at food establishments across Boston.

“Anything that potentially causes a food-borne illness is of most concern,” he said.

Christopher said the city received more food-safety-related complaints from restaurant patrons in recent years, but he attributed the increase to the advent of new and more convenient ways online for customers to report concerns to the city.

The number of violations found annually citywide, including the most serious infractions, has fluctuated in recent years, but overall the figures have remained relatively steady.

Last year, the location with the highest total of the most serious types of violation was Best Barbecue Kitchen, a small butcher shop and takeout restaurant on Beach Street in Chinatown, which racked up 70 such violations, according to city records.

Violation lookup

Enter a food establishment in Boston to see all its critical (level 2 and 3) violations since 2012

SOURCE: City of Boston

RUSSELL GOLDENBERG / GLOBE STAFF

That restaurant also had the highest total of violations in all categories — at 219 — last year. As of last month, Best Barbecue Kitchen had accumulated the highest number of the most serious violations: 130, dating to 2007, when the city began posting the data online. It also had the second-highest total of violations of any type: 614.

The restaurant that had the second-highest total of the most serious violations last year was Cosi, a cafe and sandwich chain inside South Station, where 50 were found. The restaurant with the third-highest total of the most serious violations last year could be found several feet away inside South Station: Master Wok, which had 45.

Staff members at all three restaurants declined to comment last week and requests to speak with managers went unanswered.

Bob Luz, president and chief executive of the Massachusetts Restaurant Association, said customers' safety is the top priority for restaurant owners.

"Food safety is number one for every restaurateur in the state, and obviously it's something we consider as incredibly important," said Luz.

"Anytime there's any type of violation, restaurateurs take that information and react very quickly and work with health department officials to get that action corrected right away," he added. "We have a very good relationship with the Department of Public Health in the Commonwealth, as well as the health departments in each municipality."

City officials said most violations are the result of human error and restaurant owners are usually cooperative with city inspectors and work to quickly address violations.

The city's goal is to help violators remedy the issues and prevent a repeat of the situation, Christopher said.

"From a philosophical point of view we try to work with all these establishments," said Christopher. "We work hard to make sure [restaurateurs and their staff] understand what our expectations are."

The city typically does not fine restaurants for violations, Christopher said, but in some egregious cases, a license is temporarily suspended, forcing the establishment to close down until the problems have been resolved.

Repeat offenders will see additional visits by city inspectors, Christopher said. The city has the power to permanently shutter noncompliant restaurants, but that is "very, very rare," he added. Christopher and other city officials said they believe it has been at least several years since such action was taken.

"With close monitoring, it should never reach that level," said Christopher.

Every food service establishment in Boston is inspected at least once per year, visits in which inspectors arrive unannounced, Christopher said.

“We want to see their normal course of operation,” said Christopher.

In addition to annual inspections, complaints prompt a visit. Complaint-driven inspections are a top priority and inspectors are dispatched immediately to respond to them, Christopher said.

The city last year inspected more than 3,000 restaurants, some of which were visited more than once.

Those visits turned up more than 42,000 health and sanitary code violations altogether, but about 32,000 of the transgressions — or roughly three quarters of them — were “noncritical,” the least serious of three violation types, according to the city’s records.

Such offenses do not seriously affect public health. For example, a noncritical violation can include not labeling a container of sugar, or not installing signs at sinks about how to properly wash hands.

Another 2,500 violations, or 6 percent of last year’s total, fell in an intermediate classification called critical, which is defined as a violation that is more likely than others to contribute to food contamination, illness, or environmental health hazard, or has the potential to seriously affect the public health.

The remaining 7,600 offenses, or 18 percent of all violations last year, were classified at the most serious level.

In 2007, years after first promising to do so, the city began posting data about restaurant inspections online, shortly after a [Globe investigation](#) of food inspection reports for 50 eateries in Boston revealed how city inspectors had found serious violations at nearly half of the locations, including high-end restaurants.

Most 'food-borne illness risk factor critical' violations in 2014

Restaurant	Address	Violations
Best Barbecue Kitchen	86 Beach St.	70
Cosi South Station	630 Atlantic Ave.	50

Master Wok	650 Atlantic Ave.	45
Taiwan Cafe	34 Oxford St.	41
Bubor Cha-cha	41 Beach St.	40
Empire Garden	686 Washington St.	38
Back Deck	10 West St.	36
Great Barbecu Inc.	15 Hudson St.	35
Hong Kong Eatery	79 Harrison Ave.	33
Pho Hoa Restaurant II Inc.	19 Beach St.	32
Xinh Xinh Restaurant	7 Beach St.	29
Beijing Kyoto	108 South St.	29
Ghazal Fine Indian Cuisine	707 Centre St.	28
The Q	640 Washington St.	28
Bonchon Allston	101 Brighton Ave.	28
New Saigon Sandwich Inc.	696 Washington St.	26
Hyatt Regency Boston	1 Avenue de Lafayette	26
Jade Garden Restaurant	20 Tyler St.	25
China Pearl Restaurant	9 Tyler St.	24
Fins Sushi & Grill 2	636 Beacon St.	24

SOURCE: City of Boston

GLOBE STAFF

Related:

- [Database: Search for food inspection violations in Boston](#)
- [Food safety in numbers](#)
- [How are Mass. nail salons regulated?](#)
- [In food poisoning probes, officials call for Yelp](#)



JOHN TLUMACKI/GLOBE STAFF

Inside the Best Bar B Q Restaurant on Beach Street.

Matt Rocheleau is at matthew.rocheleau@globe.com. Follow him on Twitter [@mrochele](https://twitter.com/mrochele)

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Boston may rate restaurants on cleanliness, food safety

By Matt Rocheleau | GLOBE STAFF MAY 29, 2015

Boston may create a system to publicly rate the cleanliness and food safety practices of each restaurant in Boston, an effort that could resemble New York City's prominently posted letter grades for establishments.

"I'm very confident it will happen," said William Christopher, commissioner of Boston's Inspectional Services Department. "The main objective is to educate the consumers so they can make an educated assessment of where they want to eat."

CONTINUE READING BELOW ▼

The Globe reported this week that city inspectors last year found multiple instances of the most serious type of health and sanitary code violations at nearly half of Boston's food service locations, including restaurants, food trucks, and cafeterias.

Christopher said the restaurant rating program, which would require City Council approval, would be based on the results of the municipal health and sanitary code inspections that his department already conducts at every food service location at least once a year.

His staff has spent the past few month researching models from other cities, including Seattle, which is developing a rating system, and New York, which has been displaying letter grades on storefronts, and posting them online, since 2010. Los Angeles has been issuing grades since 1997.

CONTINUE READING IT BELOW ▼

Violation lookup

to see all its critical violations since 2012

View Story

Go

Database: Inspection reports

A database provides inspection information on food locations in Boston.

Inspections find serious violations widespread in Boston's restaurants

Editorial: Don't hide restaurants' dirty secrets

City officials in New York and Los Angeles say their systems have led to improvements.

Both cities say reports of food-borne illness have declined, and over the years, more restaurants have earned an A on their initial annual inspection, allowing them to avoid additional reviews and fines.

Inspectors in New York reported that within the first two years of the program more restaurants trained staff properly, kept food at safe temperature, had adequate hand-washing facilities, and showed fewer signs of mice.

But such systems have also faced criticism. Some have questioned the claims that the grading systems lead to improved conditions, and others have accused the systems of being arbitrary and unfair.

Those arguments were highlighted last year when the owner of a high-end, well-regarded New York restaurant challenged the C letter grade it received from the city, and a judge sided with the restaurant, overturning many of the violations to raise the grade to a B, CNN reported.

Violation lookup

Enter a food establishment in Boston to see all its critical (level 2 and 3) violations since 2012

SOURCE: City of Boston

RUSSELL GOLDENBERG / GLOBE STAFF

Christopher said he does not intend to simply replicate rating systems that other cities use, but to learn from those models and to make any necessary customizing for Boston.

“We’re looking at the right way to do it so that we’re fair to our restaurateurs,” said Christopher, who added that developing and implementing a rating system in Boston is “months away.” “I want to make sure we do this right.”

Dining industry leaders say they support efforts to improve food safety, but they’re concerned that a grading system could oversimplify the complex process of protecting patrons.

“A restaurant’s livelihood could be affected by these reports,” said Stephen Clark, director of government affairs for the Massachusetts Restaurant Association.

“Attempting to reduce complex findings to a single letter or score based on subjective interpretations of individual inspectors may give a false or misleading picture of actual sanitation levels and food safety conditions in a food service establishment.”

He urged Boston to consider carefully how to inform diners about the cleanliness of restaurants.

“Jurisdictions now using scoring systems without understanding their limitations present a disservice to the public and industry,” Clark said. “Any scoring system should be easy for the health inspector, the public and regulated industry to understand.”

Christopher contended that the ratings could be positive for business, creating a new way for food establishments to improve through competition.

“If you have restaurants across the street from each other – you’re an A restaurant, and I’m a C restaurant, I’m going to do everything in my power to try to become an A restaurant,” he said.

Matt Rocheleau can be reached at matthew.rocheleau@globe.com. Follow him on Twitter [@mrochele](#)

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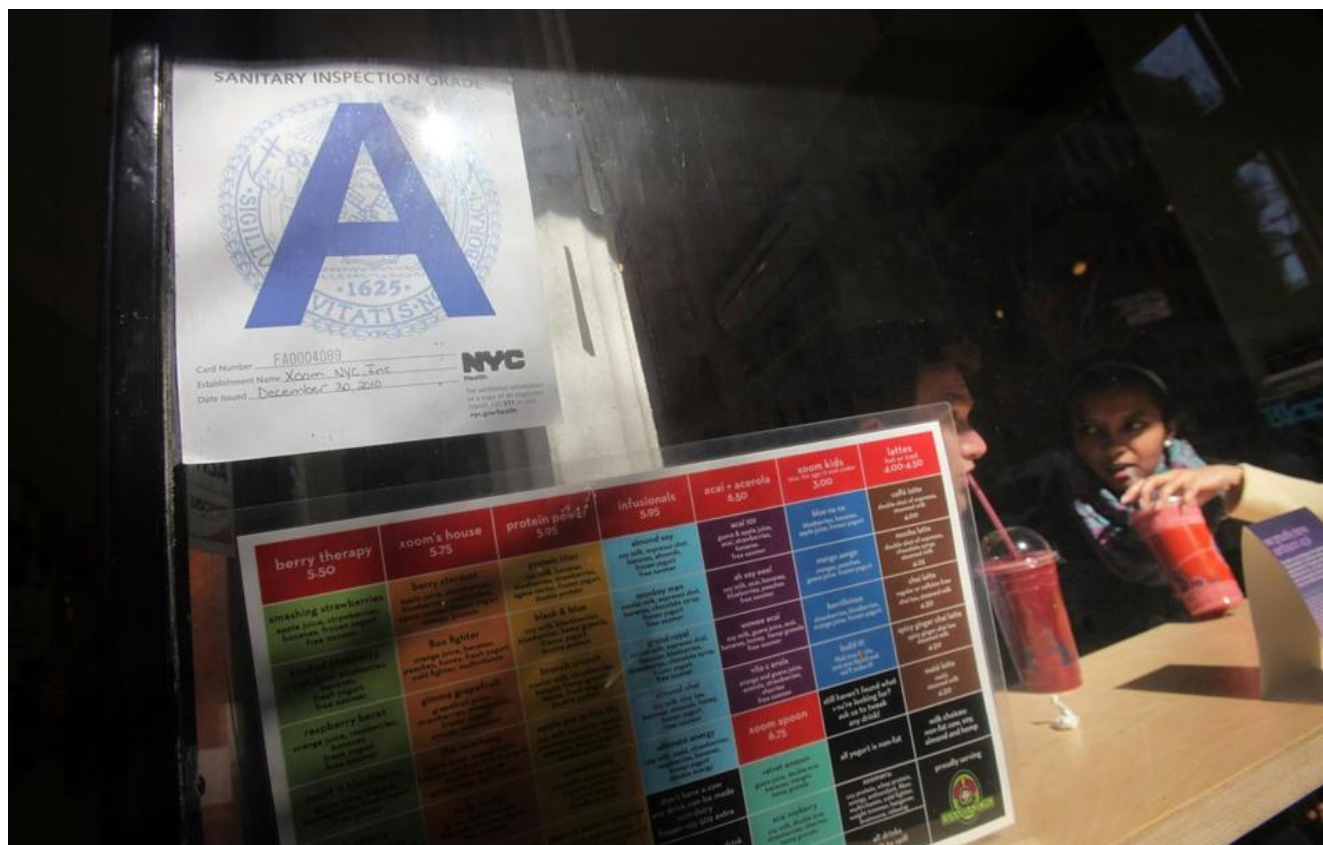
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EDITORIAL

Don't hide restaurants' dirty secrets



GETTY IMAGES/FILE 2011

Restaurants in New York are required to display their health code compliance grade.

| MAY 28, 2015

LAST YEAR, nearly half of the restaurants in Boston were cited by city inspectors for two of the most serious health and sanitary code violations on the books, and about 200 were written up for 10 or more violations, according to a Globe analysis of municipal records published this week. But until reporter Matt Rocheleau's story, most of these establishments' customers had no idea they were at risk of becoming ill.

Technically, the information had been available to the public prior to the Globe report. The city publishes [an online spreadsheet](#) listing restaurant inspection results, which can be accessed through something called the [Mayor's Food Court](#), a web portal created in 2001. The site — which is ancient in tech years — also allows users to a search for inspection data by restaurant name. Never heard of it? You have plenty of company.

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Lauren Lockwood, the city's first chief digital officer, knows that's a problem. "We're focusing on the distinction of making things available versus accessible," she said. "The city now makes a truly tremendous amount of information available online; the problem is that the access is user unfriendly."

Many of the 2014 violations at Boston restaurants were minor, but about a quarter of them were serious enough to potentially cause food-borne illnesses. Best Barbecue Kitchen in Chinatown was the worst offender, according to the Globe analysis. It tallied the highest number of serious violations — 70. It also topped the list for overall violations, with 219. It's hard to believe many of the restaurant's customers wouldn't have reconsidered their dining choice if that information had been widely known before they ordered.

A better designed and promoted online database to replace the Mayor's Food Court would be welcome. But given the serious public health considerations, technology that doesn't necessarily require the intervention of an IT department should also be used to spread word about sanitary code violations. For instance, the city could send out a weekly e-mail bulletin that lists the latest citations.

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Editorial: The true cost of cheap meal

Practices in the back of the house can exploit restaurant workers, creating a virtual prison for some.

The Pulitzer-winning ‘Service Not Included’

Inspections find serious violations widespread in Boston’s restaurants

Boston should also follow the lead of New York and San Francisco, which require restaurants to post a health code compliance grade where everyone can see. Under New York’s letter grade system, which was enacted in 2010, violations are translated into points. Fewer points mean a higher grade.

William Christopher, the city’s commissioner of inspectional services, concedes that information about restaurant code violations needs to be “more fluid.” Under the existing regulations, Boston doesn’t fine restaurants for violations, but it can temporarily suspend a license until problems have been resolved.

Christopher said he is considering ratings for Boston restaurants, but is not sure when such a system might be put in place. He should make it a priority. The threat of a poor ranking plastered in the window would surely motivate violators to clean up fast. When it comes to public health, an A for effort isn’t enough. Diners need to know where it’s safe to eat before they take their first bite.

“

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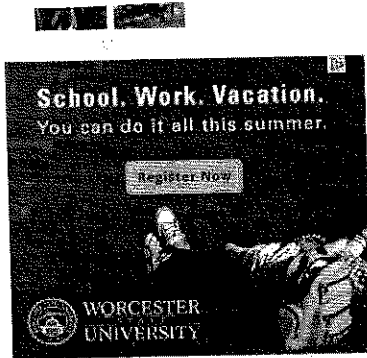
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Wicked local

Needham food trucks: Only Captain Marden's returns



Posted May. 21, 2015 at 7:00 AM

NEEDHAM

Food truck season is officially here, but two of the three food trucks that operated in Needham last summer will not be returning to the business park this year.

Blue Ribbon BBQ and Ron's Hot Dogs have bowed out for multiple reasons, including what both feel is the town's unwelcoming attitude towards the food truck business.

The only returning truck is Captain Marden's Cod Squad, although the seafood truck will spend

most of its days in Cambridge or Boston, venturing to Needham on some Fridays.

"The town is not very particularly supportive of food trailers and food trucks," said Ron Stoloff, partner at Blue Ribbon BBQ. "The focus for the town is primarily on the side of brick and mortars."

"They sort of marginalize and push to the side food trucks and food trailers," he said.

The town issued new regulations for food trucks in 2013, establishing an application and licensing process and designating the Needham Crossing business park as the only area of allowed operation.

Erik Wegner, who has operated his hot dog stand for 11 years in town, said he wasn't able to make enough money on First Avenue last summer.

"I didn't do any good business last year," he said. "I think I'm all done with it."

Wegner said he would have liked to open on Saturdays and put his truck in a better location, neither of which the regulations would allow.

Stoloff said his business had several reasons for not returning this year, including lost time from the winter and a desire to invest more in its brick and mortar locations.

"The economics are difficult for food trucks in general," Stoloff said, calling the food truck a fun vanity project that was never a huge money-maker.

Stoloff said it didn't make much financial sense to spend \$1,000 on a town permit for a summer season shortened by snow. There was still a snow bank in the parking lot directly behind where Blue Ribbon used to park as of last week.

"We found that with the combination of the weather, the limited window of being able to do business, the not receptive town attitude towards us, it was so much easier to direct our resources to improving our brick and mortar restaurants at least for one season," he said.

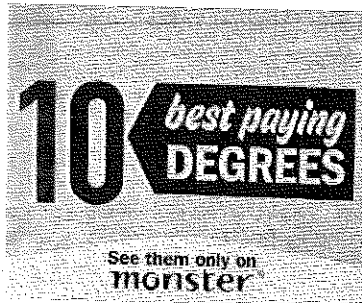
Stoloff said he wanted to be able to possibly move to different locations in the business park throughout the day, or maybe set up near a train station in the evening – but the town wouldn't allow any of that. He said the company, which had its food truck here for around three or four years, would likely revisit the issue next year.

Marijuana zoning approved for Needham



COMMENT

0



By Jonathan Dame
jdame@wickedlocal.com

Posted May. 19, 2015 at 7:00 AM

NEEDHAM

One year after rejecting a proposed zoning plan for medical marijuana, Town Meeting has approved a by-law change to allow marijuana dispensaries near the Route 128 interchange around Highland Avenue.

The 170-23 vote came after little debate. Some members said they opposed the plan for being

too restrictive and pointed out that it looked very similar to last year's proposal.

Selectmen Dan Matthews, speaking on behalf of his board, which unanimously endorsed the article, called the plan a "cautious but workable approach" that would give the town more of a say in a dispensary permitting process largely under state control.

"In the coming years, Massachusetts will have more experiences [with medical marijuana], and changes can be made if it makes sense to do so," Matthews said. "But it's important for us now to put some rules and a framework on the books."

Planning Board Chairman Marty Jacobs said the locations chosen for dispensaries made the most sense because of easy highway access and separation from residential areas.

Jacobs said dispensaries were intended as regional businesses, serving an area of around 200,000 residents.

"This proposal would provide a lot more clarity and certainty for an RMD applicant than what we have now," Jacobs said. "We think this proposal is a clear improvement over the state of the existing law."

Town Meeting member Joshua Levy, who said he voted against last year's plan for being too restrictive, asked whether other parts of town with highway access were considered.

Jacobs said other areas were considered but did not provide the same level of access as the interchange area and were generally located near residential, rather than business, districts.

Member Thomas Crimlisk said that if the town were really interested in providing access to medical marijuana, it would allow sales anywhere in town.

The Planning Board itself was not in agreement on the measure, with member Bruce Eisenhut voting against the proposal because, as he told the Times previously, he feels dispensaries are relatively harmless uses and should be allowed in a wide area of town.

The by-law distinguishes between the production and retail sale of marijuana. Only retail stores are allowed directly on the Highland Avenue corridor between the highway and Newton, while both retail sale and cultivation are allowed mostly behind Highland in relatively small sections on both sides of the highway.

Dispensaries must be at least 1,000 feet from schools and playgrounds by default. The Planning Board may reduce that setback to no less than 500 feet at its discretion.

Dispensaries cannot open in the same building as daycare centers. The Planning Board declined to accept the recommendation of the police chief, who suggested daycare centers receive a 500-foot buffer.

Food trucks pull back

By Jonathan Dame

jdame@wickedlocal.com

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SEE TRUCKS, C5

TRUCKS

From Page A1

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Last year, Blue Ribbon partner Geoff Janowski spoke in general support of the town's regulations, saying that traditional restaurants did deserve some protections. Stoloff said that "the dust sort of settled," and that what may have looked good at first blush was different in practice.

"But that's not to say we won't find our way back to operating the trailer..." Stoloff said.

Moe Handel, chairman of the Board of Selectmen, said the town hadn't received any formal requests to revisit the issue of where food trucks can be located as far as he was aware. He added that Needham's rules were drawn from best

practices in neighboring towns.

"I think we've priced it fairly, and we've provided a place for them to be able to do what they do, and it's a nice amenity for folks who can't get to restaurants in the time they have available to lunch," Handel said.

A desire to safeguard traditional restaurants from the unfair competition of food trucks – which enjoy much lower fixed costs – was a primary driver of the 2013 regulations. The rules took effect for the first time last summer.

Terri Beal, manager of Captain Marden's truck, said her company decided to come back because of the popularity of the truck.

A veteran of the permitting process in several area communities, Beal said her biggest frustration was the lack of uniformity in the rules across different towns.

Beal wishes there could be one statewide process, and said it seemed reasonable for municipalities to accept fire and other safety certifications from neighboring towns.

For now, however, Beal needs to take the truck for inspection in each one.

"It's just tedious," she said.

Weekly 5/21/15

Health Matters: Healthy

Summer grilling tips

BY THE NEEDHAM PUBLIC HEALTH DEPARTMENT

While many folks celebrate Memorial Day, as it is the unofficial beginning of summer, it certainly marks the official beginning of grilling season!

Typical grill fare such as hamburgers, hot dogs, mayo-rich potato or macaroni salad can be high in fat and calories. But grilling healthy isn't impossible! There are great options to serve up like grilled chicken, fish, and veggies, with lots

of fresh salads made with fruit, vegetables, and whole grains. It's important to follow these healthy grilling tips, since some studies suggest that there may be a cancer risk from food cooked by high-heat cooking methods.

Here are some tips for healthy grilling:

Avoid high-fat, high-sugar, or high-sodium sauces. Instead, marinate meats in your own citrus marinade. Citrus marinades have vitamin C, which can provide



PHOTO COURTESY OF WIKIMEDIA COMMONS

delicious zest, tenderize the meat, and protect the meat from forming cancer-causing compounds. Try mixing olive oil with the juice from a lemon or lime, along with your favorite herbs for marinating.

Grill a variety of vegetables such as zucchini, yellow squash, eggplant, asparagus and onions. Lightly coat them in olive oil and herbs and spices of your choice.

Try veggie or turkey burgers

instead of beef (add mashed beans or sautéed mushrooms or onions to the ground turkey for moister burgers).

Enjoy whole grain buns and rolls for extra fiber.

Use low-fat mayonnaise or plain yogurt, or olive oil and vinegar, in your side salads.

Cancer-causing substances are produced where there is fat and extreme heat. The more smoke produced from fat drippings when grilling, and the longer food is grilled, the more of these substances produced. To reduce the risk, try these suggestions when grilling meat, chicken or fish.

Microwave the food—even for just one minute—to partially cook

them before grilling.

Grill small portions of lean cuts and trim the fat as much as possible before cooking.

Don't eat the burnt pieces.

Marinate the food but drain before grilling.

Use a meat thermometer to check that food isn't under- or overcooked.

More detailed information about safe grilling can be found at www.fsis.usda.gov/wps/portal/food-safety/food-safety-education/each-others/food-safety-education-campaigns/grill-it-safe/grill-it-safe.

You can check out the Needham Health Department website for a list of previous articles at www.needhamma.gov/Health.

LETTER TO THE EDITOR

Thank you to Beth Israel Deaconess Hospital

I would like to extend a warm thank you to the Beth Israel Deaconess Hospital - Needham for their wonderful hospitality. The hospital sponsored a luncheon for the volunteers who pack and deliver meals each week to Needham elderly and disabled residents. This program is coordinated by the Needham Health Department with Maryann Dinell as coordinator. The hospital prepares two meals Monday through Friday for the residents on the program. The board of the Friends of the Needham Traveling Meals and NBOH helps to provide

funds for those residents who cannot afford the program. The luncheon was held at the Needham Library Community Room.

John Fogarty, president and CEO of the hospital spoke to the volunteers and answered questions about the hospital programs. This was followed by Bob Filene the Magic Guy.

We would also like to thank the staff at BID Needham who prepared the delicious lunch, and to Jaclyn Doucet, general manager of the Food and Nutrition Department and Jason Botelho, executive chef, who coordinated everything.

— Leigh Doukas, President of the Friends of the Traveling Meals and NBOH