

**Needham Board of Health
Meeting Minutes
March 9, 2018**

Board: Edward V. Cosgrove, Ph.D.; Stephen Epstein, M.D., M.P.P., Vice-Chair; and Jane Fogg, M.D., M.P.H. Chair.

Staff: Timothy Muir McDonald, Tara Gurge, Diana Acosta, Donna Carmichael, Maryanne Dinell, Dawn Stiller, Catherine Delano

GUESTS: Michael Dundas, Chief Executive Officer of Sira Naturals
Ashlyn Plunkett, Retail Operations Manager for Sira Naturals
Felix Zemel, Needham resident
Kathleen Ward Brown, Needham resident

Convene: 7:00 a.m. – Needham Golf Club, 49 Green St. Needham, MA 02492

Approve Minutes

Dr. Cosgrove made a motion to approve the previous' meeting minutes. Dr. Epstein seconded the motion. Upon motion duly made and seconded, the minutes of the February 9, 2018 meeting were approved. **The motion carried. The vote was unanimous.**

Staff Reports

Senior Substance Use Prevention Coordinator - Catherine Delano

Ms. Delano mentioned that the Youth Diversion Program Coordinator Position was recently posted, and it closes March 16. The Diversion Program is a cooperative initiative between Police, Public Health, and Youth & Family Services. Ms. Delano continues to do clinical work with Youth and Family Services for the students referred by the High School for substance use violations. The Substance Prevention Alliance of Needham's (SPAN) website is almost finalized. And the coalition is excited about a public education event, *Hidden in Plain Sight* and *Vaping Explained*, which will occur at Pollard Middle School on March 22

Traveling Meals Coordinator Report, Maryanne Dinell

Ms. Dinell reported that there were no severe weather conditions in February which negatively impacted the Traveling Meals Program. But due to the weather forecast of an impending snowstorm of 4-8 inches or more of snow fall in Needham on Wednesday, March 7th and through the evening into the morning hours of Thursday March 8, meal delivery on Wednesday included the meals that would have gone out on Thursday.

The volunteers for Thursday were able to change their personal schedules and arrived at the hospital along with Wednesday morning volunteers to pack and deliver meals for two days. Prep, packing and delivering of a next day's meal is very much doable if the

hospital has the staff and volunteers are available. Meals were only ½ hour behind schedule.

Mr. Ming Cheung, the Clinical Nutrition Manager at Beth Israel Deaconess Hospital Needham, mentioned to Mr. McDonald that his grandmother was on the Program and he is committed to supporting our efforts. He was able to have the BI Hospital install a cabinet, in the Traveling Meals set-up area, that houses supplies and any personal possessions of volunteers, as they work. This storage unit will help limit the Traveling Meals Program's volunteers repeated entry into the kitchen which helps with the safety issues and will also free up space that will be used for the kitchen's own storage needs.

Mr. McDonald offered information about an administrative item. The Certificate of Necessity that justifies the hiring of summer employees for the Traveling Meals Program has hit a glitch. In the years past, the Health Division has never had a problem with submitting and filling out of this paperwork for approval. This job posting covers two (2) fiscal years, the last week in June, 2018 and into the new fiscal year budget starting July, 2019. Mr. McDonald explained the appropriation process; slightly new rule with a new process but same staff.

Public Health Nurse Report, Donna Carmichael

Ms. Carmichael reviewed the communicable disease report. Needham had Influenza and GI outbreaks in two of the major assisted living facilities in town. The facilities have worked with the public health nurses to comply with prevention of spread of the disease. The complicating factor with assisted living as well as memory care is that there is no specific medical director to sign orders of prophylaxis when needed. That makes for the facility having to call families as well as specific PCP's for medicine prescriptions. This unfortunately wastes valuable time to prevent illness.

Dr. Epstein and the Board suggested a meeting in the spring with facilities management as well as elder care services who oversee assisted living facilities for the State of Massachusetts.

Dr. Epstein was concerned with Riverside involvement at BID Needham Emergency Room geriatric patients. Geriatric psyche patients apparently have been waiting for placement for days and now are being admitted to the medical floor of the hospital. There is a lot of frustration with placement of these patients. Ms. Carmichael said she was having a meeting with the CCIT (Community Crisis Intervention Committee) and Riverside emergency services will be there so she will ask what they think is going on.

Ms. Carmichael stated the public health nurses have started camp applications. There will be new regulations coming out by the state and we will review with each camp when they come out.

Assistant Director Report, Ms. Tara Gurge

Ms. Gurge has been busy conducting site visits with Ms. Acosta checking setbacks for new Animal Permits (for chickens). They met with Animal Control Officer David

Parsons, and will be following up with him this spring for final animal permit inspections.

Ms. Gurge is working with Capella's owner (former Petit Robert restaurant), on conducting a plan review of proposed new kitchen/bar area. Ms. Gurge and Ms. Acosta performed an initial walk through. Ms. Gurge and Ms. Acosta observed the kitchen and bar areas, which were in the process of being gutted to allow for the installation of new equipment. They also verified the placement of the existing hand sinks to ensure those were still in place and not being removed. Ms. Gurge and Ms. Acosta will be conducting additional follow-up inspections as they get closer to opening, which is planned for this coming April.

Stacy's Juice Bar is proposing to install coffee and espresso equipment, etc. Stacy's Juice Bar is also proposing to offer more open food/drink items. Ms. Gurge and Ms. Acosta conducted a site visit with the Town Building Commissioner and Plumber to determine if a grease trap is needed to be installed on site in order to accommodate this additional proposed equipment.

Ms. Gurge is in the process of overseeing Toll Brothers, Modera, Homewood Suites, and Rosemary Pools; the latter in reviewing all required pool signage which needs to meet MA Pool Code standards. The draft pool signage has been submitted for review. The final signs and follow-up pool permit requirements are still in process.

Environmental Health Agent Report, Ms. Diana Acosta

A customer called to say that they ordered an egg roll at a Needham restaurant and instead the restaurant brought the customer a chicken wing. The server took back the chicken wing and placed the egg roll on the used plate on the table where the chicken wing was. The customer was unsure if the chicken wing was disposed of properly. The customer also stated that they saw food prep in dining area instead of kitchen where there was a "pile of string beans" out in the dining room. Ms. Acosta spoke to the owner to remind staff that all food prep occurs in kitchen only. The owner also confirmed the chicken wing was disposed of in the kitchen and not reused. This restaurant has had a history of food prep outside of the kitchen.

A nuisance call came in regarding loose trash from bins at a residence. A neighbor complained about loose trash and barrels being stored on the street. Ms. Acosta spoke to the owner of the property who had previously spoken to the wife about over stuffing the bins. Ms. Acosta conducted a site visit on March 6th and confirmed there was no trash debris on or around the property. The only outstanding issue is the barrels were not pulled up to the house and were at the end of the driveway. Ms. Acosta originally believed that the initial complaint was regarding a home where hoarding occurred in the past but it has been confirmed that the complaint was about a neighboring property.

Assistant Director, Ms. Gurge and Environmental Health Agent, Ms. Acosta, had a discussion of pests/trash along Railway between Sudbury Farms and Knights of

Columbus. Sudbury Farms, Dunkin Donuts and Subway instituted more trash collection and weekly pest control. The restaurants arranged for more trapping for pest control. Ongoing monitoring pest control along with garbage pickup is being conducted at these food establishments.

Dr. Cosgrove asked about MBTA have they been increasing their trapping schedule. Dr. Cosgrove stated that burrows are clearly visible. Dr. Cosgrove also asked about more leaf pick up. Ms. Gurge stated that it is hard to schedule leaf debris pick-up around the train schedule and their MBTA contact has to deal with fourteen unions. Ms. Gurge will keep this leaf debris removal as a priority. Ms. Gurge and Ms. Acosta are documenting EHS Pest burrows on photos and going back to their contact so the contact can work with the various unions.

Ms. Acosta, had a mobile food truck meeting with 10 potential vendors and worked with the Town Manager's Office to have a streamlined application process. Packets are in process and there is strong interest. The Health Division is treating the food trucks with the same strict food review process that we require of all restaurants.

Ms. Acosta stated she is following up on the occupancy permit requirements for Modera.

Medical Marijuana Regulations and Sira Naturals RMD

Mr. McDonald introduced the guests from Sira Naturals, Medical Marijuana Providers, Michael Dundas and Ashlyn Plunket. Mr. Dundas thanked the Board and noted Sira also operates in Cambridge and Somerville. Mr. Dundas stated that State Law requires registered medical marijuana dispensaries to be fully vertically integrated between growing and distributing/selling operations. For Sira Naturals, their manufacturing plant is located in in Milford, MA.

Ms. Gurge stated that Mr. Dundas proposes a discount for seniors and veterans at their Needham facility; Sira does not deliver so if a Needham resident wishes to receive these categorical discounts they must travel to Cambridge or Somerville. Mr. McDonald stated that this meeting was to introduce the topic and the Board can ask more questions and obtain more details at a future meeting.

Mr. Dundas raised an expanded agenda for the next meeting regarding the Board of Health Medical Marijuana regulation which states no free samples or coupons for cannabis products; no buy one get one free sales arrangement. Mr. Dundas made the argument that the regulation doesn't apply in the same way to medical marijuana because a physician has proscribed the medical cannabis/class of people is constrained by the prescription/physician visit. Medical marijuana is not covered by medical insurance so it is relatively expensive.

The Board also discussed evidence-based practices; physicians currently prescribing medical marijuana are not primary care physicians in regular practices but rather are

stand-alone practices whose sole work is to proscribe medical marijuana. Also a discussion of the role of discounts versus lower overall pricing also occurred.

A discussion also ensued on the design behind Needham's medical marijuana laws including setting the regulation guidelines as a combination of a tobacco, food and pharmaceutical product making it the toughest regulation in the State. The Board thought a discussion of recreational marijuana and the regulations will occur later than the April meeting.

Mr. Dundas will provide the Board with sales information especially the effect of the ticket price changes. Also any information available from other states. A copy of the regulations in Cambridge and Somerville will be distributed to Board members.

Mr. McDonald noted that he is not sure if is the Boards role to promote something or demote how something is handled and recommended further discussion from both the public policy and public health angles in April and May. If there is interest after those discussions we can draft language for a regulation change and that regulation change is subject to a public hearing.

BOARD REORGANIZATION

Generally, Vice Chair is voted to become Chair, Member/Secretary becomes Vice Chair and whoever is elected in the upcoming Town Election becomes the Member/Secretary for the Board of Health.

Dr. Cosgrove made a motion to reorganize the Board along traditional lines, with Dr. Epstein assuming the role of Chair and Dr. Cosgrove assuming the role of Vice-Chair. Chair Fogg seconded the Motion. The motion carried. The vote was unanimous in favor of the traditional reorganization. New Board Member will be announced shortly after the April 10th election. (Felix Zemel and Kathleen Ward Brown are running for the seat)

Chair Fogg discussed that the Public Health Division had an open hearing for the Food Code Adoption; the division has slides and a presentation which was helpful. All requested changes were made on the slides.

Needham resident Felix Zemel spoke — He commended the Board on the food code rewrite; the rewrites enables a food paradigm shift making the relationship between food handlers, food establishments, and the Board of Health a communicative and collaborative relationship to the benefit of all concerned.

Ms. Acosta has had at least 15 establishments who have responded to the food training program so far for the Food Code Adoption – which will be enacted July 1, 2018.

Dr. Cosgrove makes the motion to approve the Food Code Adoption; Dr. Epstein seconded the motion. The motion carried and the vote was unanimous. Mr. McDonald has all Board members sign the required voting papers.

OTHER ITEMS

Mr. McDonald has CDC tech vendor meeting this afternoon; Mr. McDonald is cautiously optimistic; we have a work around that might work for both of us.

Ms. Carmichael and Ms. Zike are working with Ms. Dunnell on open houses for baseball and soccer; coaches' night in two weeks; revised materials for concussion understanding. It was nice that they called us to speak with coaches and parents. Dr. Epstein noted that national governing bodies have been pushing concussion understanding now and it was great for Board of Health that coaches invited us.

Mr. McDonald updated the Board on drug disposal kiosks in a cost share with BEI Needham. BEI is looking for a cost share in low four figures which we can potentially support. Good reasons to have drug disposal places in more than one place. Some people are reluctant to dispose of drugs in the lobby of the police station. The other advantage is that the hospital will assume the not inconsiderable maintenance costs including bag liners, collection and disposal of \$2000.00 per year. Mr. McDonald also noted that he would love to have it at the RTS; security reasons make that difficult. Also working with CVS and Walgreens; we are doing a case justification plan for each of their managers. Cautiously optimistic that they will be on board...each site will collect less but the public health goal of more collection overall will occur.

GOALS

Mr. McDonald--We adopted 17-18 part way through fiscal 17; we want to be more prompt in adopting goals for fiscal 19 and 20. At a future meeting we update the Board on status of previous goals. He asked the Board and the staff to review the goals.

In April a more in depth discussion including accomplishments, areas to work on in existing goals, and devising a goal that vaccinating as much as possible is an overall goal of the Public Health Department especially in the areas that lack flu shot access. I am recommending this goal as the finance committee questioned why we didn't charge for the flu shots at North Hill and Charles River. Dr. Epstein would like to discuss a goal of a limit on the total additive signal effect from all providers that residents are exposed to.

Mr. McDonald thanked Chair Fogg for her service.

Chair Fogg reflected back on her service and how much it has brought her back to her public health roots. It has also made her a medical marijuana expert. She would stay on if not for aging parents and needing to be near them. She hopes to visit the department in its new office at Rosemary.

Mr. McDonald also raised the issue of needing to fund the part-time emergency management position from discretionary and grant funds. This month we had power outages on the weekends and it would be helpful to have a staff person available then. Also need to check on generator at the high school which failed but the high school is the

designated warming center for senior citizens. He recommends the emergency scenario test in a shelter situation as it has only been tested in the office setting.

Mr. McDonald also noted that we have emergency management volunteers; No CERT team. Liability issues with volunteers; Needham covers the volunteers if they are being directed by Mr. McDonald or Ms. Carmichael or Ms. Zike even when they are out of town.

Adjournment -

Upon motion duly made and seconded, that the March 9, 2018, BOH meeting adjourns at 8:30 am.

The motion carried. The vote was unanimous.

Next meeting is scheduled for Friday, April 13, 2018, in the Charles River room at the Public Service Administration Building 7:00 a.m. to 9:00 a.m.

Respectfully submitted by: Faith Crisley, Recording Secretary