



Needham Board of Health



AGENDA

Friday February 12, 2021

9:00 a.m. to 10:30 a.m.

Zoom Meeting ID: 832-5801-0627

Under Governor Charlie Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20", issued March 12, 2020 and in effect until termination of the emergency, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public. The Needham Board of Health will hold this meeting virtually on November 12, 2020 at 9:00 a.m. No public participation is anticipated for this meeting.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at [www.zoom.us](https://us02web.zoom.us/j/83258010627?pwd=bnNlQ3lvaXFhNWtVFMVFNnRDY3dGVWdz09). At the above date and time, click on "Join a Meeting" and enter the meeting ID 832-5801-0627 or click the link below to register: <https://us02web.zoom.us/j/83258010627?pwd=bnNlQ3lvaXFhNWtVFMVFNnRDY3dGVWdz09>

- **9:00 to 9:05 – Welcome & Review of Minutes (January 14th, January 28th)**
- **9:05 to 9:25 – Staff Reports (January)**
- **9:25 to 9:40 – Substance Misuse and Mental Health**
- **9:40 to 9:50 – Farmer's Market**
- **9:50 to 10:00 – Needham Tobacco Regulations**
- **10:00 to 10:20 – COVID-19 Update and Discussion**
- **10:20 to 10:30 – FY 2022 Budget Update**
- **Other Items**
- **Upcoming Meetings**
 - **COVID-focused Meeting** **2/24/2021** **7:00 – 8:00 p.m.**
 - **Regular Monthly Meeting** **3/11/2021** **6:00 – 7:30 p.m.**
 - **COVID-focused Meeting** **3/26/2021** **8:00 – 9:00 a.m.**
- **Adjournment**

(Please note that all times are approximate)



NEEDHAM PUBLIC HEALTH DIVISION



Board of Health Meeting Minutes

Date: January 14, 2021

Location: Remote via Zoom per Governor Charles Baker's COVID-19 Executive Order 3/12/2020

Members: Kathleen Ward Brown, ScD, Chair
Edward Cosgrove, PhD, Member
Stephen Epstein, MD, MPP, Member
Christina S. Mathews, MPH, Member
Robert A. Partridge, MD, MPH, Vice Chair

Staff Present: Timothy M. McDonald, Director of Needham Department of Health and Human Services; Tara Gurge, Assistant Director of the Public Health Division; Carol Read; Diana Acosta; Maryanne Dinell; Maureen Doherty; Karen Shannon; Hannah Whitehead; Lynn Schoeff; and Hanna Burnett.

Mr. McDonald introduced the new staff member Hannah Whitehead. She was hired via a grant as a part-time epidemiologist. She has completed her master's degree in infectious diseases and has worked in women's health research. She was welcomed by the Board members.

Call to Order

Dr. Brown called the meeting to order at 9:01AM and initiated roll call. Present were Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Mathews-Y and Dr. Partridge-Y. Absent was Dr. Epstein.

The meeting is being conducted remotely using Zoom consistent with Governor Baker's March 12th order regarding to COVID-19. The materials for this meeting were circulated previously and are available on the Town website. All votes will be voice votes by roll call.

Approval of Minutes – December 10, 2020

Dr. Brown asked for a review of the minutes from the December meeting.

Upon motion duly made by Dr. Cosgrove and seconded by Ms. Mathews, it was unanimously voted to approve the above minutes. Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Mathews-Y and Dr. Partridge-Y. Motion passed 4-0.

Staff Reports

Travelling Meals – Maryanne Dinell

Ms. Dinell reported that meal delivery numbers remain the same. One volunteer is unavailable because a family member tested positive for COVID. A consumer has also tested positive and upon the consumer's request, meals are delivered to the door and left by signal of the doorbell. Mr. McDonald noted that this arrangement is different than normal in that delivery drivers also perform an unofficial



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wellness safety check. Ms. Dinell reiterated that this “no-visual” drop-off arrangement was at the consumer request, and that Ms. Dinell will communicate with her by telephone only.

Environmental Health – Tara Gurge and Diana Acosta

Ms. Gurge reported that mask complaints were down from twenty-seven to six since last month.

She also reported that an emergency housing inspection request had been made by the Needham Police with regard to a housing code violation (extreme hoarding and unsanitary conditions) for a resident at the Residence Inn. Ms. Gurge and Building Commissioner David Roche met with the hotel manager and the resident’s representative. The resident was transferred to medical care and released, and subsequently referred for supportive services and meal delivery from Travelling Meals. Ms. Gurge is in contact with the manager who checks in with the resident daily. Ms. Acosta added that a permanent housing plan is being pursued. It is a complicated case requiring close follow-up with social workers. Mr. McDonald noted that efforts continue to be made to get the services the client needs. The agency that provides elder-at-risk services is Springwell, and it remains imperative to work closely with that agency to provide solutions in the best interest of the client.

Ms. Gurge reported that the Building Department refers tent permit requests to her so that she can advise owners of COVID protocols and limits of ten persons.

Ms. Acosta reported permits are completed for reopening of establishments and she is following up with those who have not submitted. She also reported that a blanket email was received from a group declaring the Governor’s COVID enforcement unconstitutional.

A baseball field had been closed since it was not COVID compliant. The YMCA on Chestnut St. is also closed.

Policies and Accreditation – Lynn Schoeff

Ms. Schoeff reported that a grant has been received to fund a new van for Aging Services. Mr. McDonald suggested that the Board’s efforts to obtain these grants be shared with the Finance Committee. Instead of budgeting \$70K in the fleet replacement line item, the town pays \$12-15K with the state paying remaining 80%.

Ms. Schoeff also reported that she is working on the Annual Report.

Substance Use Prevention – Karen Shannon

Ms. Shannon reported that the quarterly meeting of SCAN was graced with Zendilli Depina’s presentation on the PhotoVoice project, which highlights the youth perspective on alcohol.

Other areas Ms. Shannon is working on are contracting services for youth and parent focus groups; training and development of SALSA youth on presentation skills used to interact with media; and training for coalition. These projects are made possible through SAMSHA Drug-Free Communities grants.



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Other initiatives include partnering with neighboring Natick 180 coalition on cannabis education of parents and presentations to support parents concerned about children's abuse of substances. She is also working to adapt mental health first aid program from in-person to instructor-led virtual program.

Emergency Management – Taleb Abdelrahim

In Mr. Abdelrahim's absence due to clinic responsibilities, Mr. McDonald reported Medical Reserve Corps volunteers continue to step forward with two-three assigned per clinic, and Mr. Abdelrahim continues to recruit new volunteers.

COVID Update

Mr. McDonald updated the Board on the COVID presentation he made to the Select Board on January 12th (see attached PowerPoint presentation.) He meets with teachers and staff every Monday from 5:30-7:00PM to review current data, compliance, and consideration of risk level. Outside experts and various speakers are invited to attend.

Topics include the following (see attached PowerPoint presentation for actual compilation of data):

- a) The three metrics that inform reopening and closing of schools.
 - a. Average daily cases in Needham.
 - b. Positivity rate.
 - c. Needham Public Schools safety protocols adherence.
- b) Local, county and state level data.
- c) New revised state criteria for community risk – currently in “yellow” but trending upward.
- d) At-a-glance Needham and surrounding areas.
- e) Statewide risk map.
- f) Age breakdown – December 20-January 2.
- g) Age breakdown – academic year to date.
- h) Average daily cases per 100K.
- i) State calculated positive testing rate.
- j) Needham case clusters December 2020: household, daycare, congregate care, sports.

Ms. Whitehead then presented the Needham COVID-19 monthly case report - December 20.

Topics include the following (see attached PowerPoint presentation for actual compilation of data):

- a) Daily and cumulative confirmed cases.
- b) Confirmed and probable cases.
- c) Cumulative cases by age group (confirmed and probable).
- d) Monthly cases by age group (confirmed and probable.)
- e) Monthly confirmed cases by gender.
- f) Rolling 7-day average (confirmed and probable.)
- g) December COVID-19 cases.
- h) Gender breakdown in December cases.
- i) Age distribution of December cases.
- j) Clusters in December.



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Discussion ensued including the following highlights. There is a need to repurpose funds to hire part-time contact tracers. The high increase in cases of 5-19 age group are mostly symptomatic, and the breakdown of this age group is 25 elementary, 14 middle school, and 36 high school. Contact tracing reveals that transmission is not in a controlled school cluster but in the higher risk household clusters. It is imperative to continue to make efforts to educate parents and students on assessing risk behaviors. There were approximately 20 COVID confirmed cases among teachers over the academic semester.

Discussion also ensued with regard to testing including the following highlights. The Needham Fire Dept will be testing workplace exposure in Town and school buildings on regular afternoon hours. Different randomized testing options in schools, including pool testing, are being considered. There are significant coordination demands on staff and sustaining cost of testing programs. A full-fledged testing program in schools for staff newly hired and possibly volunteers would be approximately \$800K for two-week period. At a time when Town revenues are decreasing, the impact of further testing costs on the Town budget are of concern. Investment in the schools has already been made in the upgrading of air filtration HVAC systems and HEPA filters. It was agreed that there is a secondary positive effect of testing on self-awareness of behavior and on sustaining hybrid models of remote learning. While the initial state six-week vaccine program is free, the town pays the costs thereafter. The School Committee is in the process of deciding on whether to enroll in the state's six-week program. Further discussion of all parties needs to consider the cost and sustainability of the testing program.

Mr. McDonald noted that the School Committee is concerned about the social-emotional impact and mental health needs of students in remote learning. It was found that the challenges on youngest students for remote learning is higher than on older high school learners. The committee is interested in focusing on ways that facilitate more in-person learning, including the regular testing program piece.

Mr. McDonald noted the following grants received from March 2020 to date for public education, contact tracing and resource coordination:

- \$10K from MetroWest Health Foundation for resource coordination and volunteer recruitment.
- \$20K from MWHF for part-time epidemiologist (Hannah Whitehead).
- \$23,855 from MA Emergency COVID Fund.
- \$16,734 from MA Public Health Trust Fund for targeted ad campaign to middle and high school group to make good decisions to protect vulnerable relatives.
- \$1,500 from MA CARES Act for "wraps" around town fences with "be safe" theme.

Mr. McDonald noted that as of tomorrow all 210 vaccinations received will have been administered to first responders. His office continues to receive a high volume of calls and emails from concerned residents and professionals. He discussed the technological and communication problems encountered in the administration of vaccinations. He is bringing on additional staff to aid in customer service.

Mr. McDonald noted that the Aging Services Division has stepped up to adapt its programs during the pandemic. What were once congregate meals are now delivered, as well as grocery bags, to homes and payment on an ability to pay contribution from the consumer. Funds to offset the deficit are also needed for this critical program.



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Mr. McDonald noted that he has agreed with the state to vaccinate all persons, including 65+ age group, and “will find a way to pay for it.” He anticipated the program will be delineated on the town website with support for those without computer access. Mr. McDonald noted that MRC volunteers are being utilized for vaccinations, but he is sensitive to the fact that these volunteers, mostly Needham residents, have active primary responsibilities involved in COVID medical care. Funds for personnel to run these clinics is needed.

Ms. Read thanked Mr. McDonald and his team for expanding services to neighboring towns for administering the vaccinations, including her first responders in the Town of Medfield.

Board of Health Goals

Dr. Brown initiated discussion on the Board of Health Goals (see attached). Ms. Matthews noted the importance of incorporating racial and health equity considerations.

Mr. McDonald added that he would revise the document as noted.

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Partridge, it was unanimously voted to approve the Board of Health Goals as amended. Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Matthews-Y and Dr. Partridge-Y. Motion passed 4-0.

Meeting Schedule

Following discussion, it was agreed an abbreviated meeting on COVID-related issues:

January 28 – 7:00-8:00AM

Regular meeting

February 4 or 5; 9:00-11:00AM

Adjournment

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Partridge, it was unanimously voted to approve the Board of Health Goals as amended. Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Matthews-Y and Dr. Partridge-Y. Motion passed 4-0. The meeting adjourned at 10:55AM.

Respectfully submitted,

Christine Martin Barraford

Attachments:

COVID Presentation to the Select Board

COVID Monthly Case Report

Public Health Division Goals



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Board of Health Meeting Minutes DRAFT2 ONLY

Date: January 28, 2021

Location: Remote via Zoom per Governor Charles Baker's COVID-19 Executive Order 3/12/2020

Members: **Kathleen Ward Brown, ScD, Chair**
Edward Cosgrove, PhD, Member
Stephen Epstein, MD, MPP, Member
Christina S. Mathews, MPH, Member
Robert A. Partridge, MD, MPH, Vice Chair

Staff Present: Timothy M. McDonald, Director of Needham Department of Health and Human Services; Tara Gurge, Assistant Director of the Public Health Division; Tiffany Zike, Assistant Director of the Public Health Division; and Cynthia Roy Gonzalez, Public Information Officer

Dr. Brown called the meeting to order at 7:00AM and initiated roll call. Present were Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Mathews-Y, Dr. Epstein-Y and Dr. Partridge-Y.

The meeting is being conducted remotely using Zoom consistent with Governor Baker's March 12 order regarding COVID-19. The materials for this meeting were circulated previously and are available on the Town website. All votes will be voice votes by roll call.

Staff Reports:

COVID Update – Cynthia Roy Gonzalez

Ms. Gonzalez updated the Board on the public outreach efforts being made. A *Needham Mask Challenge Campaign* has been launched with over 2,000 free, comfortable well-fitting masks distributed to staff and seniors including those on the Travelling Meals and grocery programs. They are also available for the general public at the fire stations, Needham Community Council, Beth Israel Deaconess Needham Hospital, and some local businesses, especially those businesses across from the high school. Since the masks were so well-received, more masks are on order to distribute to Town Meeting members and others.

The high school population has seen an increase in positive cases. A social media video has been developed with that group in mind to build awareness of the impact of the virus not only on them, but also their higher-risk aged loved ones. Ms. Gonzalez is working with the school to involve student leadership, athletes, student councils and others to join in the effort of awareness, precautions and protection. Students are encouraged to take selfies with the hashtag “#who do you wear your mask for” and share online at *Needham Mask Challenge*. Outreach to businesses is also ongoing on the need to wear masks. Ms. Mathews affirmed the value of peer-to-peer education and engaging other groups such as the Substance Prevention Alliance of Needham (SPAN).



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Ms. Gonzalez also noted the various methods of communication about vaccines. Coverage by local and Boston-based media on the vaccination of Needham first responders affirmed the safety of the vaccine. Last week began Phase 2 with persons aged 75+ at the top of the list. The COVID information link placed as a banner at the top of the town website is updated each day as well as community blast emails (over 2,000) and coverage on social media. Additionally, Town departmental staff has been given basic information to respond to resident phone inquiries, as well as a dedicated email address set up for email inquiries. Outreach efforts are being made to those in the community 75+ with information on how to access the state vaccine website. Public information officers of surrounding communities meet weekly to share best operational and communication practices.

Contact Tracing – Tiffany Zike

Ms. Zike updated the Board on the significant workload of contact tracing with the last few weeks being the busiest. She reviewed the process of contact tracing within the school community from the time she and Mary Fountaine are first alerted to the protocols for quarantining. Since there are many different realms involved including middle school and high school sports teams, the process takes at least 5-6 hours. From a previous 210 cases, there has been a decrease to 178 total positive cases, 29 of which are high school students. Overall, of the 178 cases, 70 were students of all grades. Recently one member of the school community came to school sick with the unfortunate result of the infection of four staff members and two students, leading ultimately to the shutdown of the school. Sports teams were affected with 2 basketball and 2 hockey teams and an outside party. Following those events, the high school was shut down. With regard to general community cases at large, Ms. Zike is working closely with the town's partner Community Tracing Collaborative (CTC). She is happy to report that three new contact tracers have been hired to work nights and weekends and are currently being trained on the software MAVEN by Mary Fountaine. Mr. McDonald, having worked on weekends on contact tracing, appreciated the need for additional staff.

Vaccination Program – Tim McDonald

Mr. McDonald reviewed the status of the vaccination program. The Governor announced that next week begins Phase 2 of the state vaccination plan for persons 75+. The supply of the vaccine does not meet the demand. Needham receives a limited amount of doses at one time (100), and appointments cannot be made until the vaccine is received and in hand. It is anticipated that this amount of dosage will continue for the next five weeks. The town website is updated accordingly to announce the number of doses available. Clinics dispense vaccines as they are received, and it is hoped that appointments can be made for Phase 2 for older adults 75+ next week. Critical workers are next in line. Requests for appointments can be made on the Board of Health website after 5:00pm on Saturdays.

Staff receives hundreds of calls and due to the low supply and uncertainty of availability, clients are encouraged to search the state vaccine website for other options. A special freezer was purchased and set up to receive and store Pfizer vaccine, and it is hoped that the supply will increase in order to accommodate the demand. Ms. Zike noted that clients report frustration with the state website and the input of data necessary at each location, only to learn at the conclusion that there are no appointments. While registration assistance at the clinic itself cannot be provided, written information will be given



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on how to access the state website. Additionally, social workers at Aging Services will be assisting seniors to navigate the state website. This information will be available on the Town website as well.

New Business – Mr. McDonald

Mr. McDonald advised the Board that Trip Adviser, in collaboration with the Newton-Wellesley Hospital, was proposing to establish a vaccine clinic on the first floor of Trip Adviser headquarters. He had conferred with Lee Newman, Director of Planning and Community Development, as well as Building Commissioner David Roche, Town Counsel, and the Town Manager. Accordingly, Mr. McDonald is seeking to invoke emergency powers under MGL Chapter 111 to allow the Board to override certain zoning requirements currently in place. This would allow for the Trip Adviser premises to be used for a period of time for medical purposes and the establishment of a high-volume vaccine clinic.

Discussion ensued on the advantages of building the infrastructure to meet high volume, as well as the advantages of a local regional site. It was also suggested that the site be open not only to Trip Adviser's own employees, but to Needham residents and to the entire public. Mr. McDonald will confirm the latter with his government relations contact and the proposed medical director. Mr. McDonald is in touch with the Massachusetts Department of Public Health to improve the dispatch of vaccine.

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Epstein, it was unanimously voted to approve the invocation of an emergency order as above described. Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Mathews-Y, Dr. Epstein-Y and Dr. Partridge-Y. Motion passed. 5-0.

COVID Enforcement

Ms. Gurge reported that mask wearing, even among the most initially recalcitrant, has been successful in keeping the number of cases steady.

Dr. Brown noted that the Governor's restrictions on dining may be lifted.

Mr. McDonald is working with Hannah Whitehead, the Division's epidemiologist, in developing visuals charting the numbers of cases by population. Discussion ensued on the recent case at the high school resulting in the closing of schools. The Board has the power under the state nuisance law of issuing a \$1,000 fine for someone who knowingly breaks quarantine and jeopardizes the safety of others. Colleagues are also accountable for knowingly ignoring such an incidence and not reporting it.

Mr. McDonald reported that the School Committee is proceeding with the option of weekly pool testing at approximately \$400,000 and other forms of testing. Also there is a plan to bring back young students K-2 four days/week, and a synchronous model for grades 3-5 via zoom.

New Business

Mr. McDonald noted that, under Massachusetts General Laws, the Board must approve the designation of a health agent annually. He, as Director, is also seeking approval of Tara Gurge as Assistant Director and Tiffany Zike as Assistant Director. He confirmed that their mission is to follow the



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science, to advise the town of the health implications of any policy choices and to bring the facts to bear on advocacy and education on health decisions. This advice is strictly non-political.

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Partridge, it was unanimously voted to approve the above deputizing as described above. Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Mathews-Y, and Dr. Partridge-Y (Dr. Epstein left the meeting before this discussion). Motion passed. 4-0.

Next Meeting

Mr. McDonald will send out a doodle poll on dates for upcoming meetings, including a one-hour meeting for COVID update and the regular meeting.

Adjournment

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Partridge, it was unanimously voted to adjourn. Dr. Brown-Y, Dr. Cosgrove-Y, Ms. Mathews-Y, and Dr. Partridge-Y. Motion passed. 4-0. The meeting was adjourned at 7:58AM.

Respectfully submitted,

Christine Martin Barraford
Recording Secretary



Needham Public Health Division

January 2021

Assist. Health Director - Tara Gurge

Health Agents - Diana Acosta and Monica Pancare



Unit: Environmental Health

Date: 2/12/2021

Staff members: Tara Gurge, Diana Acosta, and Monica Pancare

Intern: Paige Lambert (last day January 31st)

Activities and Accomplishments

Activity	Notes
Town Online Permitting System	Diana and Tara are continuing to work with Terry Wolfson from IT Department in developing additional online permit applications on ViewPoint Cloud. Latest permit to go live is the Waste Hauler Permit, specifically solid waste and recycling. Diana continues to take part in bimonthly zoom permit meetings with IT.
Food Consultants needed for 1 food establishment	Consulting services for Cappella's have commenced and the establishment has shown improvement. Consulting services for Needham House of Pizza will begin in the upcoming month. Needham House of Pizza will receive general training and an audit to ensure training is being practiced in day-to-day operations.
FDA Standard Updates	We have received 2 FDA Grants totaling \$22, 302. These grants will allow us to continue working to meet the 9 FDA Standards. Diana has completed all the requirements for Standard 2 and Standard 4 is ready to be audited.
ECO Systems Pest Management Town Lot pest control contract	Diana and Tara worked with a representative from ECO Systems Pest Management to finalize a pest control contract which was able to focus on the current pest control needs for the following Town lots: Lincoln/Chestnut Street, Eaton Square, Mark Lee, Dedham Avenue, Chapel Street and Kimball Lot. Site visits were conducted with the representative at each lot to assess the current pest control treatment protocols, which be on a monthly pest control schedule. Copies of these monthly reports will be submitted for our review going forward so we can adjust any treatment protocols as needed.
COVID- Ops Team Updates	Tara worked with members of the Town COVID-19 Operations Team to ensure sufficient staffing was brought on board to cover the office to help with the increase of phone calls and vaccination inquiries that the Health Division has received after the Governors announcement of Phase 2. Also working on a plan to help streamline these phone call/email inquiries to a centralized location, to help lessen the burden on nursing staff. A dedicated call in/information phone line is in the works, and we are working with our IT Dept. on reviewing all our options to help us get that set up and running.
New State COVID Guidance	Latest State guidance/COVID Updates - • Governor's COVID-19 Order #62 (issued January 21, 2021) Extended the 25% capacity limits in COVID-19 Order #59 until 5:00AM on February 8, 2021 unless further extended by a subsequent Order. Also repealed the nightly 9:30 pm to 5:00 am mandatory closing period adopted in early November so that now: - o restaurants, health clubs, casinos, and similar venues no longer need to close at 9:30 pm - o retail sales of alcohol and adult use marijuana no longer must stop at 9:30 pm • Governor's COVID-19 Order #60 (issued January 7, 2021) Extended the provisions of COVID-19 Order #59 until noon on January 24, 2021 unless further extended by a subsequent Order.

Other Public Health Division activities this month: (See attached report.)

Activities

Activity	Notes
COVID – 19 Response	As of March 17, 2020, Environmental Health Staff have been working remotely from home. <u>On Monday June 1st</u>, staff allowed to work back in the office on a limited basis. - Call forwarding was activated on office phones so calls can be received via cell phone. - Continue to follow-up on complaints received. - Communicating with Food Establishments via email re: COVID-19 updates. - Continued to work towards conducting routine full-service food inspection schedules this month. Ensuring restaurants are in compliance with protocols (In process.) - Continued to review business protocols as requested. - Listening to twice weekly Local Public Health Webinars held by the MA Department of Public Health on Tues. and Friday. - Reviewing restaurant change in seating proposals as requested, including around bar areas, to ensure compliance with updated state guidelines. - Env. Team to work with the Town on reviewing event permit applications (even if they don't involve food) as they come in to confirm that proper COVID protocols are in place. (On-going.) - Health still triggered on tent permits that are issued, in order to remind the owner about current COVID-19 safety and gathering limit requirements. - Sending out emailed reminders, as we receive any updates, to all our permitted establishments on the current local and state COVID-19 requirements, (i.e., Sent email reminder out RE: the Governors recent update on lifting the 9:30 PM restriction for restaurant dining, etc.) - Working with our Traveling Meals program on helping most vulnerable clients to get registered for an upcoming vaccination clinic. Maryanne involved with that process in providing a list and coordinating that process with staff at the Center at the Heights. Also helped Maryanne coordinate with Cyndi in developing a flier to be put in the meal bags for her clients which contained all the most up to date info. on the vaccine clinics. - Continuing to help the nurses field the increased number of incoming vaccine clinic calls and emails, and directing our residents to the correct state website in order to sign up for a vaccination clinic.
COVID -19 Complaints/Follow-ups	5/5 – Complaints/follow-ups received for: - <u>Muzi Ford</u> – Muzi Ford associate not wearing a mask when they are behind the plexiglass barrier and will walk into repair area without mask where other employees are present. Called business to remind staff of face covering requirements. - <u>On the corner of Gould and Hunting by Muzi Ford</u> - Report received from resident about work crews not wearing face coverings. Diana followed up with police on concern. - <u>Kosta's Pizza</u> – Customer reported a staff member serving did not have a mask on. This same staff member continued making sandwiches without changing his gloves. One other staff member was working with their mask under their nose. Called owner to remind staff of requirements. - <u>General</u> - Received a report from a local food establishment about a customer coming into their establishment with no mask. It was reported to us that this has occurred a couple times in the past and a mask was provided to this customer, which they put on. Reportedly on this third occurrence, the establishment did not want to do business with this customer. The customer became irate and the police was called. Customer is not allowed to enter that establishment in the future. - <u>Farmhouse Restaurant</u> – Received online complaint from customer that ate dinner at Farmhouse and reported that this restaurant was far above the 25% capacity for indoor dining. He also reported that there were patrons at every table in sight, and parties of

	four seated at several adjacent tables with little separation from each other aside from a plastic partition. Diana followed up with owner and manager about the concern and reminded them about the required the minimum six foot separation distance between tables and abutting party chairs. Owner submitted their current seating layout plan which verified that only 25 seats total were available, which meets the 25% capacity limit.
Demo Reviews/ Approvals	4- Demolition signoffs: – 110 Pine Grove Street – 65 Rosemary Street – 35 Morton Street – 22 Bond Street
Food – New Food Permit (Updates)	1 – Food Establishment pending pre-operation inspection process: - <u>Thai Story Restaurant (formerly known as Eat Well)</u> – Still in process. 3 – Plan Review Items received from- - <u>Fooda</u> – Has proposed to start a popup while the construction is occurring in the cafeteria. After researching and contacting inspectors from Boston and Cambridge, this request was denied. - <u>Cookie Monstah</u> – Awaiting plan review paperwork to be submitted (On-going) - <u>Pauline’s Bakery</u> – New residential kitchen has submitted an application. Initial walk through scheduled for February.
Food Complaints	1/1 – Food Complaints/Follow-ups: - <u>Kosta’s Pizza</u> – Customer reported a staff member was making sandwiches without changing their gloves. Called owner to remind staff of requirements (combined with COVID complaint above).
Housing Complaints/ Follow-ups –	8/10 – Housing Complaints/Follow-ups conducted at: – <u>Residence Inn (0/2)</u>– Call received from Needham Police to conduct an emergency housing inspection due to hoarded and very unsanitary conditions observed in unit. Tara conducted an inspection of the unit with the Needham Building Commissioner, hotel manager and the occupant’s lawyer/representative. Unit found to be in deplorable condition and deemed unfit. Certified letter sent to occupant and her representative. Unit will need to be cleaned out and disinfected, and a follow-up housing inspection conducted, prior to re-occupancy. Working to secure the much needed services for this occupant for personal and home health care services, along with Traveling Meals and Springwell and Riverside, prior to discharge. UPDATE: Occupant was discharged back to hotel into a new room. Working with occupant’s representative and hotel manager on services that need to be provided for this occupant. Springwell services were strongly encouraged as well as services through the local Aging Services Division social workers. (Still in process.) Still working with occupants representative on obtaining a professional deep cleaning and sanitation report, which we must receive prior to conducting our follow-up inspection, which will allow this room to be re-rented. – <u>Stephen Palmer Building (1/1)</u> – Resident called to report a dish rack and other items like used masks left on bench in entry way. Management reported items were removed and area was cleaned. – <u>Charles River Landing (2/2)</u> – Resident reported possible mold in their unit due to possible leak from unit upstairs. Outside of the unit, it was reported there were issues with trash areas not being maintained and a space heater was being used at an entrance. The heater’s cable posed a tripping hazard. Diana conducted an inspection of the unit. Management was sent order letter to investigate a possible leak based on evidence observed. Onsite staff cleaned trash area and removed space heater. A remediation company and licensed plumber provided reports about unit. After initial inspection, the resident reported the carpet in the closet was wet. Awaiting report from Charles River Landing. (On-going)

	– <u>Charles River Landing (1/1)</u> – Three residents called to report no water in the building. They reported that staff sent few notifications that the issue was being worked on. Water was restored later the same day. – <u>Vara Lane (2/2)</u> – DPW sent a complaint from an occupant who reported there was no heat in their unit. Once the occupant was contacted, they reported there was also a potential rodent issue in the unit and an additional tenant living in the basement. Tara and Diana were able to follow up with the occupant and work with landlord on addressing her concerns. Landlord was able to reset the power switch to the gas burner and the heat was back on. Tara requested that the Building Commissioner follow-up with the landlord to conduct a site visit to investigate the basement unit, to confirm adequate fire egress accessibility. Site visit was conducted. Building found egress from basement unit to be adequate. Will work with occupant on next steps to verify her pest reports, if she allows us access. – <u>Union St., unit 1 (1/1)</u> – Report from occupant received RE: on-going pest issues in her unit. She also reports issues with her slow draining kitchen sink being clogged and also reports loud clanking noises coming from her radiators. Landlord has been working with a local handyman to look into these concerns. Tara required the landlord to hire a certified pest control operator to conduct a full pest control inspection and to investigate the foundation of the home, to verify where these pests may be getting in and to properly seal and repair any gaps that are identified during the inspection. Also required the landlord to hire a licensed plumber to address the clogged sink and the radiator issue. (In process.) – <u>Residence Inn (1/1)</u> – Hotel guest reported being bitten by bed bugs. Diana followed up with management. They supplied a report from Orkin, a pest control company, which stated there was no bed bug activity observed in the room.
Nuisance – Complaints/ Follow-ups	2/2– Nuisance Complaints/Follow-ups conducted for: - <u>St. Mary Street</u> – New neighbor reporting exterior hoarding conditions. These conditions have persisted for some time now. Diana reached out to the Town Manager’s Office, Building Department, and Police to review what further actions can be taken to encourage the owners to clean up the property. - <u>CVS/Trader Joe’s/Vinodivino Wine Store</u> – Received a complaint from CVS about the Wine Store not breaking down their cardboard boxes and causing the shared dumpster to overflow. Picture received showing dumpster covers open overflowing with cardboard and wine boxes on the ground next to dumpster. Spoke to Vinodivino owner about urgent complaint. Also gave a heads up to property manager about issue. Dumpster was put on a more frequent pick-up schedule immediately. Vinodivino owner assured us that he spoke to his staff about the importance of breaking down all boxes prior to disposing in the dumpster, especially due to the pest activity in the area. He also submitted a Trash and Cardboard protocol that he developed for his staff, and he held a training for his staff on these protocols. Will continue to monitor.
Pool Plan Review/Updates	Wading Pool plans received from Needham Pool and Racquet Club - – Wading Pool is being replaced. In process of review. Structural plans submitted and finalizing mechanical plans. Verifying that systems can be upgraded to meet current MA Pool and Building Code standards. <u>UPDATE</u>- Received proposed pool fencing and ADA accessibility proposal on revised plan from design engineer. Received additional comments back from Building Commissioner about needing additional clarifications on pool fencing and self-closing gate specifications. Sent comments to engineer. (Still waiting to receive additional clarifications from engineer before issuing our final approval.)
Planning Board special permit reviews	1 – Planning Board reviews conducted for: • The Public Health Division reviewed the proposed Amendment to the 91-3 Special permit issued for 865 Central Ave, North Hill, RE: relocation of the cooling tower. Comments sent.

Septic – Addition to a Commercial Property on a Septic/Approval sent	1 – Addition to a Commercial Property on a Septic System plan review conducted and approval issued for: • #1545 Central Avenue (Needham Pool and Racquet) – The NPRC is in the process of submitting an application for review in order to accommodate the newly proposed Paddle Tennis courts. A proposal is in the process of being submitted for the use of a composting toilet. Additional details needed for toilet maintenance and venting. Also a plumbed-in hand washing sink was required to be installed (rather than a hand sanitizer dispenser), if accessibility is provided to main water line. Working with applicant on submitting the additional details needed prior to our approval. (Plan approval pending.) UPDATE – Additional details received on maintenance of compost toilet. Received a spec sheet on the proposed self contained hand washing sink and water heater to be installed to accommodate this sink. Reviewed with Town Plumber. Issued our approval.
Septic – Additions to a Home plan reviews/septic system capacity questions	3 – Additions to a Home on a Septic System plan reviews conducted/inquiries received for: • #1711 Central Ave. - Design engineer is in the process of assessing the capacity of the existing septic system to see if an addition can be added or whether the septic system needs to be upgraded in order to accommodate an addition of a bedroom. (In process.) • #926 Greendale Ave. - An Accessory Dwelling Unit (ADU) addition was previously approved for this property address, under the condition that the owner would connect their property to the existing municipal sewer line located on the street in front of the property. (Owner is still investigating this requirement.) • #389 Grove St. - A proposed renovation to this property was submitted for review to ensure that the rooms changed/renovated would not require the need to upgrade the existing septic system. Approval sent.
Septic – Deed Restriction (Re-submission)	1 – Septic Deed Restriction resubmitted for: – #29 Windsor Rd. - To limit the number of bedrooms to five. Re-submitted new notarized copy submitted to us by new owner of recently sold property to the Registry of Deeds.
Septic – Plan Review	1 – Septic Plan review conducted for: - #11 Gatewood Drive – Plan review conducted. Additional requirements needed to be noted on the plan. Comments sent.
Septic – Soil Testing/Perc Test	2 – Soil Testing conducted at: – 94 Brookside Road – 18 Starr Ridge Road
Well Applications/ Final inspections/ Permits Issued	1 - Irrigation Final Inspection conducted/Well permit issued for: – #24 Park Ave. – Water and Sewer Dept. conducted a final well pre-operation inspection to verify no cross-connections. Signage needed to be added to well in order to open for the spring. Verified signage. Issued permit to allow well to open for use.
Zoning Board of Appeals plan review	2 – Zoning Board of Appeals plan review conducted for: – #460 Central Ave. - Comments sent. – #16 Edwardel Rd. - Comments sent.

FY 21 Priority FBI Risk Violations Chart (By Date)

Restaurant	Insp. Date	Priority Violation	Description
Spiga	1/9/2021	8-103.12 (A) Confirmation with Approved Procedures/HACCP - If the RA grants a variance as specified in section 8-103.10, or a HACCP plan is otherwise required as specified under section 8-201.13, the permit holder shall comply with the HACCP plans and procedures that are submitted as specified under section 8-201.14 and approved as a basis for the modification or waiver.	Temp logs incomplete for cook chill process. Last entry October 2020
Bertucci's	1/16/2021	3-501.14 (A) Cooling Cooked Foods - Cooked TCS foods shall be cooled within 2 hours from 135°F to 70°F and within a total of 6 hours from 135°F to 41°F or less. Corrected on Site- 3-501.16 (A)(2) (B) Proper Cold Holding Temps. – Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3-501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less. 3-501.16 (A)(2) (B) Proper Cold Holding Temps. - Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3-501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.	Pomodoro Sauce several containers in walk in cooler was 115f. Product removed from the walk-in reheated and instructed chef to start the cooling process all over again. Must be cooled 135 to 70f in 2 hours and below 41f within the next 4 hours. Tomato sauce 45F in refrigerator unit Store is smaller quantities Delfield under counter pasta side was at 47f 48f Checked directly via registering thermometer and ambient IR . All ranges above 41f Repair or replace to maintain proper temperature
Hungry Coyote	1/16/2021	3-302.11 (A)(2) Raw Animal Foods Separated from each other - Foods shall be protected from cross contamination by: Except when combined as ingredients, separating types of raw animal foods from each other such as beef, fish, lamb, pork and poultry during storage, preparation, holding, and display by: (a) Using separate equipment for each type, or (b) Arranging each type of food in equipment so that cross contamination of one type with another is prevented and (c) preparing each type of food at different times or in separate areas.	Raw chicken stored above raw ground pork meat product in walk in Ice machine soiled inside black mark

Hungry Coyote	1/16/2021	3-304.11 Food Contact with Soiled Items - Food shall only contact surfaces of: equipment and utensils that are cleaned and sanitized; single-service and single use articles; or linens, such as cloth napkins that are used to line a container for the service of foods AND are replaced each time the container is refilled for a new consumer. Corrected on Site -4-501.114 (A)-(C) Chem.San. Temp./pH/Concentr./Hard. - Code: A chemical sanitizer used in a sanitizing solution for a manual or mechanical operation at contact times specified under paragraph 4-703.11(C) shall meet the criteria specified under section 7-204.11 Sanitizers, Criteria, shall be used in accordance with the EPA registered label use instructions, and shall be used as follows: A chlorine solution shall have a temperature of 55°F-120°F, depending on water hardness, and concentration range of 25ppm to 100ppm. An iodine solution shall have a minimum temperature of 68°F with a concentration range of 12.5ppm to 25ppm. A quaternary ammonium compound solution shall have a minimum temperature of 75°F, have a concentration as specified under section 7-204.11 and as indicated by the manufacturer's use directions included in the labeling, and be used only in water with 500 MG/L hardness or less or in water having a hardness no greater than specified by the EPA-registered label use instructions	Concentration of chlorine in excess of proper limitations of 200 ppm in warewashing sink
Needham House of Pizza	1/20/2021	3-302.11 (A)(1) Raw Animal Foods Separated from RTE - Food shall be protected from cross-contamination by: (1) Separating raw animal foods during storage preparation, holding and display from: (a) Raw RTE food including other raw animal food such as fish for sushi or molluscan shellfish or other raw RTE food such as fruits and vegetables, and (b) cooked RTE food. 3-501.16 (A)(2) (B) Proper Cold Holding Temps. - Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3-501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.	Raw beef stored above fresh tomatoes and lettuce. The temperature of the Chicken breast in the Flip Top sandwich was 46 degrees. Staff reported chicken was prepared at 1pm.

Needham House of Pizza	1/20/2021	3-501.16 (A)(2) (B) Proper Cold Holding Temps. - Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3-501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable <i>Salmonellae</i> shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less. 3-501.16 (A)(2) (B) Proper Cold Holding Temps. - Code: Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3-501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable <i>Salmonellae</i> shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.	The temperature of the Tomato sauce in the Walk in refrigerator was 54 degrees. Tomato sauce base is canned. The temperature of the Ambient in the Small reach in cooler was 45 degrees. There is a large buildup of ice which may be blocking the flow of cool air.
New Garden	1/23/2021	Corrected on Site -3-302.11 (A)(2) Raw Animal Foods Separated from each other – Foods shall be protected from cross contamination by: Except when combined as ingredients, separating types of raw animal foods from each other such as beef, fish, lamb, pork and poultry during storage, preparation, holding, and display by: (a) Using separate equipment for each type, or (b) Arranging each type of food in equipment so that cross contamination of one type with another is prevented and (c) preparing each type of food at different times or in separate areas. 3-304.11 Food Contact with Soiled Items - Food shall only contact surfaces of: equipment and utensils that are cleaned and sanitized; single-service and single-use articles; or linens, such as cloth napkins that are used to line a container for the service of foods AND are replaced each time the container is refilled for a new consumer.	Raw pork belly stored above RTE foods Nozzle of Soda gun had slime debris. Clean and sanitize the nozzle holder frequently
Briarwood Rehab	1/23/2021	7-301.11 Separation - Poisonous or toxic materials shall be stored and displayed for retail sale so they cannot contaminate food, equipment, utensils, linens, and single service and single-use articles by separating the poisonous or toxic materials by spacing or partitioning, and locating the poisonous or toxic materials	Toxic chemicals stored above hand sink

		<i>in an area that is not above food, equipment, utensils, linens, and single-service or single-use articles.</i>	
Comella's	1/25/2021	<i>Corrected on site - 3-302.11 (A)(1) Raw Animal Foods Separated from RTE - Code: Food shall be protected from cross contamination by: (1) Separating raw animal foods during storage preparation, holding and display from: (a) Raw RTE food including other raw animal food such as fish for sushi or molluscan shellfish or other raw RTE food such as fruits and vegetables, and (b) cooked RTE food.</i> <i>Corrected on site- 22 3-501.16 (A)(2) (B) Proper Cold Holding Temps. - Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3 501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.</i>	<i>In walk in, a carton of raw eggs were stored on top of box of cherry tomatoes. Eggs moved to main box on bottom shelf.</i> <i>The temperature of the Tuna in the Undercounter was 47 degrees. Voluntarily discarded.</i>

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'21	FY '20	FY' 19	FY' 18	FY' 17
Biotech registrations	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2
Bodywork Estab. Insp.	0	0	0	0	0	5	1	0	0	0	0	0	6	7	14	11	6
Bodywork Estab. Permits	0	0	0	1	4	5	3	0	0	0	0	0	13	9	9	6	4
Bodywork Pract. Permits	0	0	0	0	5	7	0	0	0	0	0	0	12	23	21	22	13
COVID 19 Complaints	17	20	16	17	27	6	5	0	0	0	0	0	108	0	0	0	0
COVID 19 Follow Ups	17	20	19	15	26	5	5	0	0	0	0	0	107	0	0	0	0
Demo reviews	8	6	2	5	13	5	4	0	0	0	0	0	43	73	104	105	112
Domestic Animal permits	6	8	1	1	1	0	0	0	0	0	0	0	17	1	21	19	17
Domestic Animal Inspections	3	0	0	0	0	0	0	0	0	0	0	0	3	3	22	3	16
Food Service Routine insp.	5	10	10	14	11	7	9	0	0	0	0	0	66	149	200	225	198
Food Service Pre-oper. Insp.	3	2	0	1	3	0	0	0	0	0	0	0	9	48	12	32	37
Retail Food Routine insp. Or 6 month check in	0	0	2	1	0	1	2	0	0	0	0	0	6	33	46	60	69
Residential Kitchen Routine insp.	0	0	0	0	0	1	0	0	0	0	0	0	1	3	6	8	7
Mobile Routine insp.	1	0	0	0	0	0	0	0	0	0	0	0	1	4	17	13	15
Food Service Re-insp.	1	0	0	1	1	0	0	0	0	0	0	0	3	21	28	53	51
Food Establishment Annual/Seasonal Permits	1	1	0	0	33	89	9	0	0	0	0	0	133	155	140	171	177
Temp. food permits	0	0	1	0	2	1	0	0	0	0	0	0	4	67	134	163	158
Temp. food inspections	0	0	1	0	0	0	0	0	0	0	0	0	1	10	37	29	62
Farmers Market permits	1	1	1	0	0	0	0	0	0	0	0	0	3	14	14	14	7
Farmers Market insp.	19	23	28	30	0	0	0	0	0	0	0	0	100	158	229	127	33
Food Complaints	1	0	1	0	0	0	1	0	0	0	0	0	3	49	18	20	13
Follow-ups food complaints	1	0	1	0	0	0	1	0	0	0	0	0	3	48	21	21	17
Food Service Plan Reviews	3	1	0	1	1	2	1	0	0	0	0	0	9	14	20	42	33
Food Service Admin. Hearings	0	0	1	0	0	0	0	0	0	0	0	0	1	3	0	0	0
Grease/ Septage Hauler Permits	0	0	0	0	13	0	0	0	0	0	0	0	13	20	21	24	24
Housing (Chap II Housing) Annual routine inspection	0	0	0	7	0	0	0	0	0	0	0	0	7	7	0	14	14
Housing Follow-up insp.	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	5	4
Housing New Complaint	3	6	4	3	0	1	8	0	0	0	0	0	25	41	22	22	7
Housing Follow-ups	4	5	5	7	0	1	10	0	0	0	0	0	32	56	28	24	11
Hotel Annual inspection	0	0	0	0	0	2	0	0	0	0	0	0	2	3	3	3	3
Hotel Follow-ups	0	0	0	0	0	0	0	0	0	0	0	0	0	15	0	0	0
Nuisance Complaints	9	4	1	2	2	2	2	0	0	0	0	0	22	34	55	42	30
Nuisance Follow-ups	10	7	2	3	5	2	2	0	0	0	0	0	31	55	69	42	45
Pool inspections	3	0	0	0	0	6	0	0	0	0	0	0	9	13	20	12	13
Pool Follow up inspections	1	0	0	0	0	0	0	0	0	0	0	0	1	3	12	7	8
Pool permits	4	0	0	0	0	6	0	0	0	0	0	0	10	11	19	12	9
Pool plan reviews	0	0	0	1	1	1	1	0	0	0	0	0	4	0	3	44	19
Pool variances	0	0	0	0	0	0	0	0	0	0	0	0	0	6	5	7	6
Septic Abandonment	1	2	1	1	1	2	0	0	0	0	0	0	8	21	9	5	18
Addition to a home on a septic plan rev/approval	0	0	0	0	1	1	3	0	0	0	0	0	5	5	2	2	5
Septic Install. Insp.	0	2	0	3	0	0	0	0	0	0	0	0	5	13	21	28	43
Septic COC for repairs	0	1	0	0	0	0	0	0	0	0	0	0	1	5	3	1	0

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'21	FY '20	FY' 19	FY' 18	FY' 17
Septic COC for complete septic system	0	0	0	0	1	0	0	0	0	0	0	0	1	3	4	3	3
Septic Info. requests	10	7	6	8	6	7	8	0	0	0	0	0	52	61	62	51	62
Septic Soil/Perc Test.	0	0	1	0	0	1	2	0	0	0	0	0	4	1	1	2	6
Septic Const. permits	0	1	1	0	0	0	0	0	0	0	0	0	2	6	6	5	8
Septic Installer permits	0	1	2	0	3	0	1	0	0	0	0	0	7	6	8	9	11
Septic Installer Tests	0	1	0	0	0	0	1	0	0	0	0	0	2	2	5	3	6
Septic Deed Restrict.	0	0	1	0	0	1	1	0	0	0	0	0	3	1	1	3	7
Septic Plan reviews	1	2	0	0	1	1	2	0	0	0	0	0	7	8	9	23	14
Disposal of Sharps permits	0	0	0	0	2	5	0	0	0	0	0	0	7	7	7	9	9
Disposal of Sharps Inspections	0	0	0	0	2	5	0	0	0	0	0	0	7	7	7	7	
Planning Board Subdivision Sp Permit																	
Plan reviews/Insp. of lots	2	0	3	1	3	0	1	0	0	0	0	0	10	4	1	1	0
Subdivision Bond Releases	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1	0	1
Special Permit/Zoning	1	1	2	0	5	1	2	0	0	0	0	0	12	17	34	15	12
Tobacco permits	0	0	0	0	4	1	2	0	0	0	0	0	7	10	10	11	12
Tobacco Routine insp	0	0	0	1	3	1	1	0	0	0	0	0	6	8	14	18	25
Tobacco Follow-up insp.	0	0	0	1	0	0	0	0	0	0	0	0	1	8	3	3	6
Tobacco Compliance checks	0	0	0	0	0	0	0	0	0	0	0	0	0	30	30	41	34
Tobacco complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3	4	2
Tobacco Compl. follow-ups	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3	4	2
Trash Hauler permits	0	0	0	0	0	1	0	0	0	0	0	0	1	15	17	14	26
Medical Waste Hauler permits	0	0	0	0	0	1	0	0	0	0	0	0	1	2	2	1	2
Well - Plan Reviews, Permission to drill letters, Insp.	0	0	4	0	1	1	1	0	0	0	0	0	7	2	6	2	7
Well Permits	0	0	0	0	0	0	1	0	0	0	0	0	1	1	1	0	3



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Traveling Meals Program

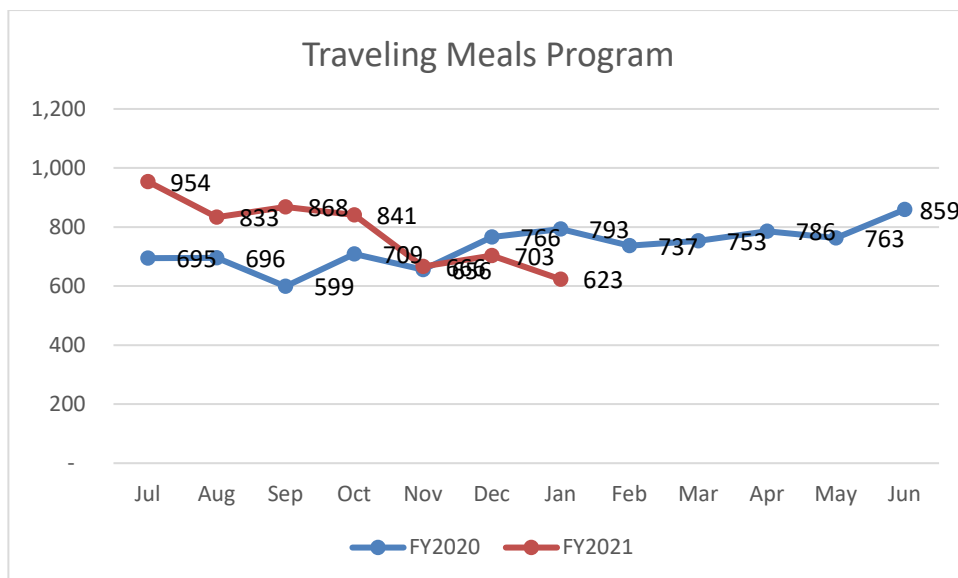
Monthly Report for January 2021

Staff member: *Maryanne Dinell, Program Coordinator*

Activities

Activity	Notes
<i>COVID 19 –precautions continue by summer staff as they deliver meals to homebound Needham residents in need of food.</i>	<i>Meal delivery for month completed by 20-22 volunteers.</i>
<i>623 Meals delivered in January, 2021. 41 Consumers currently enrolled for the month. 31 Springwell 10 Private Pay 4 new consumers on Program a/o 1/25/21 2 Consumers no longer on Program 1 Springwell consumer 1 Private pay</i>	<i>No issues or incidents 2 with reports of malnutrition 1 age related needs 1 possibly hoarding/clutter issues 1 consumer into rehab then moving in with relative Able to care for self with in home services.</i>

Summary overview for the month: **Graph of Meal Deliveries for the month of January 2021**





NEEDHAM PUBLIC HEALTH DIVISION



Date: January 28, 2021

Staff member: Lynn Schoeff

Activities and Accomplishments

Activity	Notes
Research and writing	Wrote and edited annual report submissions Assisted staff members in other divisions regarding writing for the public

Summary overview for the month: The primary focus during January was on the Annual Report.



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Public Health Nursing

Month: January 2021

Staff member: Tiffany Zike, Hanna Burnett, Mary Fountaine

Activities and Accomplishments

Activity	Notes
COVID-19 Communicable disease investigation	Primary and Secondary disease investigation and contact tracing. We saw a significant increase in cases in November for contact tracing.
Vaccine Roll-Out	Began 1 st responder clinics and larger clinics open to the Public.
Monitoring town of Needham Staff	Continue to be point of contact for Town of Needham staff with COVID. Working closely with Dept heads and HR to identify and monitor staff isolation and quarantine dates.

Summary overview for the month:

The nursing department continues with weekly Maven trainings and DPH calls. Needham Public Health hired 3 part-time contact tracers. Mary is training them and working on getting them ready to help make calls. We have started our vaccination clinics. Working on scaling up to larger clinics. We have seen a great increase in Medical Reserve Corp (MRC) applications.

Emergency Management Support Monthly Report January 2021

Prepared by: Taleb Abdelrahim

This monthly report is to provide an update on what I have been doing under supervision of Tiffany Zike with the COVID vaccination efforts. This report will show the work that has been done, including some statistics, toward helping to make Needham community more resilient and be better prepared.

Summary of work:

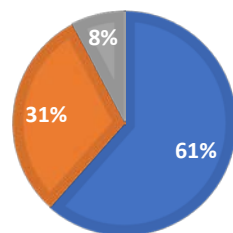
Tasks completed and being worked on for the Town of Needham and its Public Health Division:

- Helping with setup the COVID vaccination clinics site.
- Communicate with our MRC volunteers, requesting their availability to help at the clinics. Updating them regularly with dates & times; etc.
- MRC Volunteers status:

Accepted	65
Pending	44
Total as of 2/5/2021	109
Before 11/30/20	45
% Increase Involvement	242%

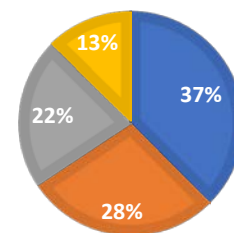
COVID-19 VACCINATION CLINICS PARTICIPANTS

■ MRC Non-Medical ■ MRC Medical
■ PH Staff P&R



FLU VACCINATION CLINICS PARTICIPANTS

■ MRC Non-Medical ■ MRC Medical
■ PH & CATH Staff ■ Per diem nurses



- Next, continue working on MA Responds transitioning and COVID Vaccine clinics.

SAPC Dedham- Needham- Norwood- Westwood prevention programs and activities:

BSAS- SAPC grant compliance: Programmatic quarterly report Q2 FY21. Programs, activities and outputs October- November- December: grant compliance (financial and programmatic) support for Dedham, Needham, Norwood and Westwood public health departments and/or prevention coalitions and BSAS AdCare prevention – substance addiction trainings in compliance Certified Prevention Specialist (CPS) biennial recertification. On-line submission, February 1st Social Science Research and Evaluation (SSRE) Scott Formica, Ph.D., BSAS grant program evaluator.

BSAS Prevention Manager, grantee meeting: January 19th Zoom. *First Annual BSAS Conference* follow-up* meeting, WebEx. Facilitator: Gisela Rots, MS, CPS. Project Director, BSAS Center for Strategic Prevention Support (CSPS) Agenda: Conference workshop reflections: lessons learned goals for future learning and actions taken in sharing content with community stakeholders and coalitions. BSAS discussion: *Restorative Prevention* and identifying next steps in racial equity in prevention work, Fernando Perfas, Assist. Director of Prevention, BSAS. **Acknowledging the Impact of Racism on Community Health and Prevention: Making Our Work More Restorative, December 2020.* Three (3) workshops: (1) Acknowledging and Transforming the Power Dynamics in our Communities (2) Restoring Relationships and Reimagining Community-Led Engagement (3) Applying a Social Justice and Racial Equity Lens to our Substance Misuse Prevention Work. Jose Morales, Director of Prevention, Andy Robinson, Prevention Manager and Amal Marks, Prevention Coordinator.

FEMA- MassSupport: January 12th Call. Elizabeth (Liz) Rego, MSW, Southeast region manager. Review and discussion, MA resident services in response to COVID-19 pandemic. *Free, anonymous, confidential for youth, families, schools, organizations, businesses and communities. Emotional support, coping strategies, resources, and up-to-date, factual information.* Presentations and coping groups around how to support self and others during the pandemic. Facebook live stream informational Town Halls on housing, employment, COVID-19 support resources. Statewide school staff stress management, coping programs. Funded by Federal Emergency Management Agency (FEMA) and managed in partnership between the Massachusetts Department of Mental Health and Riverside Trauma Center, a program of Riverside Community Care. www.masssupport.org 888-215-4920 Monday through Saturday 8:00am-8:00pm | email MassSupport@riversidecc.org 24/7 urgent support: 800-985-5990 Disaster Distress Helpline.

SPAN Coalition: January 12th & 18th TEAMS- Call. Karen Shannon, CPS, SPAN Director. Review and discussion of Needham Coalition for Substance Use Prevention (NCYSAP) history related to diversity, equity and inclusion, 2009-2014. SAMHSA SPF cultural competency efforts, youth. Quantitative data analysis, qualitative data review and collaboration NPS Metco program. Overview of MetroWest Health Foundation Vaping grant strategic plan, curriculum development and cessation program.

SAPC Prevention capacity: January 22nd Zoom, Liz Parsons, Melrose- Wakefield Public Health Department, SAPC Program Manager. Review collaborative initiatives: DEI trainings- Racial Equity- Peer Sharing team (Bijoux Consulting Mass. Chiefs Association Law Enforcement program review) Alcohol policy expansion- COVID-19 regulations and Drizzly delivery expansion- Uber.

Needham Health & Human Services Department- Public Health Division

NPHD program support, project research and resource responses:

(1) NPHD Annual Report 2020 draft (2) Needham Public Health *Gift of Warmth* community outreach communication (email | calls) Needham families facing shutoff. Knights of Columbus, St. Joseph Parish, Needham Bank and Temple Beth Shalom, Needham (3) MassSupport services program information sharing, town staff, Needham CCIT stakeholders and Needham community organizations (4) Needham Police staff calls, CCIT service provider communication protocols, resident mental health evaluation billing procedure.

Needham Public Health Environmental Health: January 4th, 5th and 8th Calls. Tara Gurge, Assistant Public Health Director. Resident at risk, housing, sanitation violations, mental health capacity concern and acute physical health condition. Needham Police Department Section 12. Public Health- Police collaboration, options for optimal support. Springwell, CATH social worker staff and NPD social worker information sharing.

Needham Public Health Division staff: January 5th Zoom. Tim McDonald, Director Health and Human Services, Tiffany Zike, MPH Assistant Health Director. Staff member work updates, review 2020 NPHD Annual Report and COVID-19 work scope overview, Environmental and Public Health.

Needham Police Department- Public Health Division capacity: January 5th Zoom. Lt. Chris Baker, Dave Forte, Needham Police Department, Kim Kidders Montoya, LICSW Dedham- Needham Law Enforcement Clinical Support (LECS) program, emergency services social worker. Resident case issue, Environmental Health – social service provider communication protocols with NPD including information sharing protocols, resident crisis intervention and evaluation services options (in-Riverside office- in home) next steps: ES resident evaluation scope and billing protocols and town stakeholder communication structures, HIPPA- Consultation with Amanda Rutherford, LICSW, Director Riverside Emergency Services programs.

BSAS- MassCALL3 grant: January 7th and 15th Calls. Amanda Decker, Bright Solutions, prevention consultation services. Feasibility of collaboration on potential opportunity to re-submit Needham MassCALL3 Prevention Partners application Dedham, Needham, Walpole and Westwood. COMMBUYS MA on-line procurement system portal, tutorial options.

Needham Board of Health: January 14th Zoom. Tim McDonald, Director Health & Human Services. Agenda: December Staff Reports | COVID-19 Update: Needham case data, trends | Contact Tracing Efforts to Date | Coordination Needham Public Schools | Coordination CTC Partners in Health, other partners | COVID-19 Enforcement Activities | COVID-19 Vaccination Efforts | Discussion & Vote FY 2021 and 2022 Board of Health Goals. Next meeting: February 11th 9:00am.

Needham Public Health, COVID-19: January 13th & 18th. TEAMS | Calls. Tiffany Zike, MPH Assistant Health Director. Review *Town of Needham COVID-19 Workplace SOP*, town employee quarantine requirements related to COVID-19: exposure, office closure and isolation requirements COVID-19 positive test as aligned with CDC and MDPH guidelines. Staff communication protocols and Human Resource Department reporting for absence.

MDPH Local Boards of Health COVID-19 response: January 5th - 8th - 12th - 19th - 22nd - 26th Webinars (Tuesday 9:00am | Friday 3:00pm) Jana Ferguson, Assistant Commissioner Department of Public Health, Ron O'Connor, Director of Local & Regional Health, Kevin Cranston, Assistant Commissioner, DPH, Director Bureau Infectious Disease and Laboratory Sciences Dr. Catherine Brown, State Epidemiologist, Bureau of Infectious Disease and Laboratory Sciences. Adam Kinney and Michael Flanagan, Department of Labor Standards (DLS) Anne Gilligan, DESE, Gerben Scherpbier, EOE, Chief Ed. Dunne, President, MCOPA, Jeff Farnsworth, EOPSS and Cheryl Sbarra, Attorney, MAHB. LBOH scope of responsibilities and protocol related to infectious disease surveillance, case contact, isolation guidance, contact tracing and reporting- DPH guidance and orders for community level responses related to essential business operations and 4 phase re-opening, non-essential business. Community Tracing Collaborative (CTC). Dr. John Welch, Director of Operations and Partnerships, Partners in Health.

Needham Public Health – HHS supervision: January 15th & 22nd TEAMS Tiffany Zike, MPH, Assistant Public Health Director, Tim McDonald, Health & Human Services Director. Agenda: SAPC prevention scope- FY21 budget YTD, BSAS- MassCALL3 procurement status, Needham Prevention Partners application feasibility, Community outreach Gift of Warmth program, Town staff support- COVID-19 related workplace protocols.

Needham Public Health – Community Health initiative: January 19th Zoom. Narcan training program project, Mary Fountaine, Needham Public Health nurse. Review of state prevention – public health partner's Narcan trainings scope, content and protocols. Document review Dr. Alex Walley, Sarah Ruiz, contacts and MDPH Opioid overdose program, Naloxone overview and access sites. Naloxone- Narcan OD Education- Access BSAS resources, Mass Clearing House. Karen Shannon, CPS.

Needham Public Health staff: January 26th Zoom. Brown Bag Bonding staff check in, update sharing. Farewell to Zendilli Depina, MPH SAPC Youth Engagement Project Coordinator.

EOHHS MA Vaccination program: January 25th WebEx. Mary Lou Sudders, Executive Office of Health & Human Services Secretary. Review Massachusetts' vaccine distribution plan three (3) priorities (1) Promote Equity (2) Preserve the Health Care System (3) Limit Severe Morbidity and Mortality. Agenda: data vaccinations received and administered, Mass vaccination sites (Gillette January 18th- Fenway February 1st) Retail pharmacies TBD and approved local public health department and medical provider clinics, eligibility/phases timeline, LTCF – Congregate care facilities (federal pharmacy program-local public health partnership options) Media campaign, safety and efficacy launch February. stakeholders including: Public Health Directors, Public Health nurses and Local Board of Health members.

Town of Needham- MIIA training: January 26th Zoom. *Preventing Discrimination and Harassment in the Workplace* Facilitated by: Attorney Regina Ryan, Discrimination and Harassment Solutions LLC,. Topics: Overview of Discrimination Identifying Protected Classes Sexual Harassment Reviewing recent trends in discrimination What to expect at the MCAD. Massachusetts Interlocal Insurance Association (MIIA) insurance services for Massachusetts Municipal Association (MMA) members.

Town of Needham- Finance Department: January 28th Zoom. Tatiana Swanson, Finance & Procurement Coordinator. COMMBUYS, MA state procurement online platform training. Facilitators: Renee O'Rourke and Jennifer Forsey, Operational Services Division (OSD) Agenda: Statewide Contract Offerings | COMMBUYS Landing Page Overview | Links, Resources and Help Desk Support | Review Contract User Guides | PPE Resources | Public Search | Purchasing punchout and line item | Statewide Contract Index | Tradespersons Contract Index.

Needham Public Health prevention- SPAN: January 28th Call. Karen Shannon, CPS. Discussion: Youth risk behavior survey options 2021, grades 6-12 (CTC model - Stoughton survey) parameters of MetroWest Health Foundation- EDC cancellation 2020 MWAHS re-schedule to October 2022 (online format) SAPC youth 2020 survey monkey surveys, Photovoice and Promoting Health Together. SAMHSA- STOP Act award notification review, funding timeline and next steps collaboration.

Needham CCIT Core Team: January 29th Zoom. Review: Needham service provider communication protocols including information sharing protocols, resident crisis intervention and evaluation services options (in-Riverside office- in home) and billing protocols. Lt. Chris Baker, Dave Forte, Needham Police Department, Amanda Rutherford, Director Riverside Emergency Services. Kim Kidders Montoya, LICSW Dedham- Needham Law Enforcement Clinical Support (LECS) program, emergency services social worker. Needham LICSW team: Sara Shine, Jessica Moss, Kerrie Cusack and Kristen Lindley.

Town of Needham staff support: nine (9) COVID-19 exposure - COVID-19 confirmed. Health guidance, CDC- WHO- MDPH resources- workplace protocols leave timeline and communication Human Resources and department supervisors. Supervised by Tiffany Zike, RN, MPH- Assistant Public Health Director.

Resident support requests: Respond to calls and/or meeting requests related to mental health conditions and/or substance use disorder. Referral to Riverside Emergency Services 24/7 support and counseling, assessment, treatment and recovery resources.

50 yrs. (approximately) Alcohol- SUD. Family request for culturally competent sobriety support and treatment options. CR outreach to Maryanne Frangules, Director, MOAR and BSAS Helpline coordinator.

12 yrs. Anxiety, exacerbated with COVID-19 isolation. Referral to PCP and William James Interface, outpatient therapy. Strategies to address Capitol Hill violence, Child Mind Institute <https://childmind.org/about-us/> Support resources, consultation and research for children navigating Mental Health and Learning disorders and their families.

26 yrs. Depression (in recovery Alcohol- Marijuana) Referral to William James Interface, CBT therapist. Dr. Christopher Harte, Canton- BU CARD referral. Home visit: Female, Federal Fuel Assistance application, CATH social worker follow-up.

Town holidays: New Year's Day January 1st – Martin Luther King Day January 18th
Medical: January 11th
Vacation: January 4th

Respectfully submitted: Carol Read February 10, 2021



NEEDHAM **PUBLIC HEALTH DIVISION**



Unit: Substance Use Prevention

Date: January 2021

Staff: Karen Shannon, Karen Mullen, and Monica De Winter

Activities and Accomplishments

Activity	Notes
Vaping Grant	• Vaping cessation flyer approved for posting in Needham High School (NHS) • Presentation prepared for educating NHS administration and faculty about the cessation program with presentations anticipated during February. • Meeting with METCO team to gather input for promotion of cessation program. • Vaping curriculum recommendations made for 9th and 6th grades.
SPAN meetings	Steering Committee Mtg. – 1/12 Youth Action Team Mtg. 1/11 Community Action Team Mtg. 1/28 The Parent Action Team has partnered with the Pollard Middle School PTC and BILH to plan an event, “Navigating Screen Time, Digital Socializing and Parenting During COVID-19” for 2/11.
SALSA	SALSA initiatives this month: - 66 Needham teens engaged in SALSA meetings, activities and training during January. - 8 SALSA students attended “Mental Health & Wellness training” hosted by The 84,** 1/13. - 5 SALSA students attended “Stigma/Social Norms” training hosted by Metro West SAPA, 1/25 & 27 **The 84 is a statewide movement of youth fighting tobacco in Massachusetts. The 84 represents the 84% of Massachusetts youth who did NOT smoke when the movement began. Now, 93.4% of youth do NOT smoke.
SPAN Website	Upgrades and reformatting of website are completed and events can now be updated on the website and SPAN’s Facebook page simultaneously.
Social Media	NPHD Twitter content: developed 4 tweets for the Needham Public Health Division twitter page. Topic content: SPAN events and rebroadcasting of SPAN recorded events.



NEEDHAM **PUBLIC HEALTH DIVISION**



Mental Health First Aid for Youth	Karen S. and Katy Colthart conducted the first virtual instruction of the Mental Health First Aid for Youth on Sunday, January 10, 2021 for 10 participants. The next session is scheduled for March 14.
HHS Racial Equity Committee	Meetings held on 1/7 and 1/21.
Parent Al-anon group	Meetings held every Monday evening. New membership has remained steady with average attendance of 5-6 people.
Trainings and Conferences	• Smart Approaches to Marijuana webinar, Kevin Sabet, 1/15 – Karen M., Karen S • Creating LGBTQ+ and Gender Inclusive Secondary Schools, BSAS, 1/23- Karen S. • Stigma and Social Norms training, Metro West SAPA, 1/25 & 1/27 – Karen M. and Karen S. • Adolescent Substance Use 101, National Council, 1/28 – Karen M. and Karen S.

Summary for Month of January 2021: Focus this month has included planning and promotion for training and events. Planning includes youth development training for SALSA students with sessions scheduled in March and April, and coalition training for SPAN volunteers in April. Event planning and promotion includes “Navigating Screen Time, Digital Socializing for Parenting during COVID-19,” on February 11, and “Cannabis and the Teen Brain” scheduled for March 9.



A Sign of the Times

Responding to youth and families during the pandemic

How has life changed?



- Pre-pandemic:
 - In-person activities = adult eyes on behavior
 - Socializing in person
- Now:
 - Digital view: Zoom, Facetime
 - Social isolation

What does the data tell us?

Metro West Adolescent Health Survey

Electronic Vapor Products:



2016 = 16%
2018 = 23%

Marijuana:



2016 = 24%
2018 = 29%

Data reported by Needham High School students (Grades 9-12)

Represents Current Use = past 30 days

Alcohol:

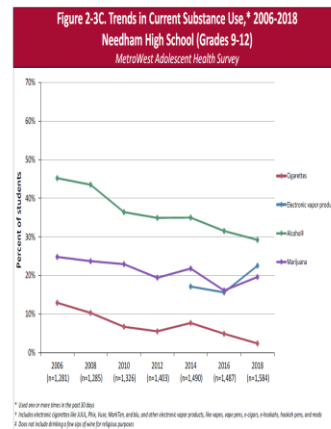


2016 = 32%
2018 = 29%

Prescription Drugs:



2016 = 5%
2018 = 2%



10

Parents: How we can help?



Needham Youth & Family Services and SPAN would like to know what services and resources would be helpful to you and your family at this time.

Please take this brief survey:
<https://www.surveymonkey.com/r/9SQGPG8>



For more info contact:
SShine@needhamma.gov or
KShannon@needhamma.gov



Mental & Emotional Health
Primary concern*

Substance Use:
Majority no more or less concerned**

*22 parents
**13 parents(avg)

Thursday, Feb. 11
7:00 - 8:30 p.m.

- the **most important conversations** to have with your children about technology now
- how to think about **screen time** during hybrid/remote learning

- the key **tech rules** to institute for home learning that will set your child up for success
- understanding the opportunities and challenges that **digital socializing** provides your child

Registration is free, but required.

Brought to you by:



Dr. Jill Walsh is a Sociology professor at Boston University. She is also the founder of Digital Aged, a group that helps students, families, and educational institutions use technology. She earned a Ph.D. in Sociology from Boston University, a Masters in Sociology from Brown University, and a B.A. from Boston University.

Her research looks at the way that digital media use impacts adolescent well-being and psychosocial development.

A Program for Parents & Caregivers

Tuesday, March 9
8:30am-9:45am

Join Needham SPAN & Natick 180 for a virtual workshop as Dr. Safdar Medina shares a fresh perspective on today's cannabis and its impact on teen health & adolescent brain development.



This program is free! We ask that participants pre-register using this link: <https://tinyurl.com/1nii59b5>

About the speaker: Dr. Safdar Medina



Dr. Medina is the Pediatric Director of Tri-River Family Health Center in Uxbridge & Assistant Professor at the University of Massachusetts Medical School.

*for this presentation, the terms "marijuana" & "cannabis" will be used interchangeably

This program is brought to you by:



Questions? Contact Karen Shannon at kshannon@needhamma.gov

Hosted by: SPAN and Natick 180

Join us for a conversation on how creating connections with youth influences their development of their own ideas to create positive change

Presenter: Ty Sells



- Director of Training for Youth to Youth International
- Ohio Certified Prevention Consultant
- 2012 Prevention Innovator of the Year, awarded by Ohio Dept. of Mental Health and Addiction Services

RSVP at:

<https://spanqtllymtg.eventbrite.com>



Quarterly Meeting

Tuesday, October 20, 2020

Free event but limited

Kindly register by Monday, October 19
Event Zoom link will be sent to registrants

SPAN Community Partners:
Needham Public Health Division, Youth & Family
Services, Needham Public Schools, Needham
Police Dept., BID Needham, YMCA, Needham
Park and Recreation

For questions please contact: kshannon@needhamma.gov
or visit: www.spnneedham.org



Supporting youth & families

Data collection for 2021

- **Parent Survey | Spring 2021**
- **Focus Groups: Youth and Parents
Spring 2021**
- **Metro West Adolescent Health
Survey | Fall 2021**





**Board of Health
TOWN OF NEEDHAM
AGENDA FACT SHEET**



MEETING DATE: 02/12/2021

Agenda Item	Farmer's Market 2021
Presenter(s)	Diana Acosta

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Organizers of the Needham Farmers Market have reached out about the 2021 Farmers Market Application. Diana has worked with IT to launch the Farmer's Market Application online via Viewpoint Cloud. The intent of the market is to keep last year's rules in place. Need to discuss whether live music will be allowed this year or if other changes to the rules are necessary.
2.	VOTE REQUIRED BY BOARD
	No vote required.
3.	BACK UP INFORMATION ATTACHED
	None.



**Board of Health
TOWN OF NEEDHAM
AGENDA FACT SHEET**



MEETING DATE: 02/12/2021

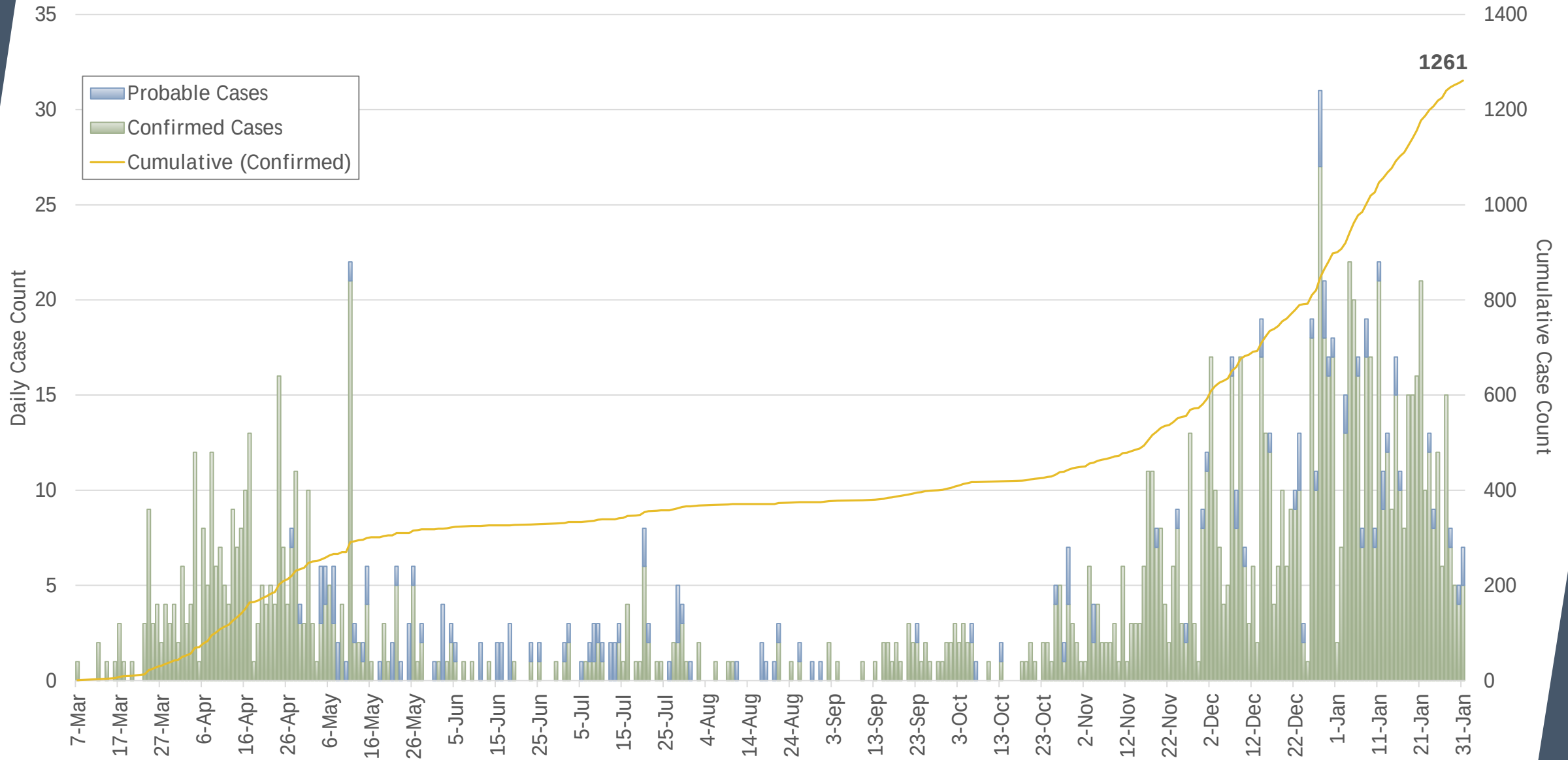
Agenda Item	Updates to Tobacco Regulation
Presenter(s)	Tara Gurge and Diana Acosta

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The tobacco regulations have been updated with DJ Wilson's recommendation. Need to discuss which changes to finalize.	
2.	VOTE REQUIRED BY BOARD
Vote may be required if changes are finalized.	
3.	BACK UP INFORMATION ATTACHED
Updated Tobacco Regulations	

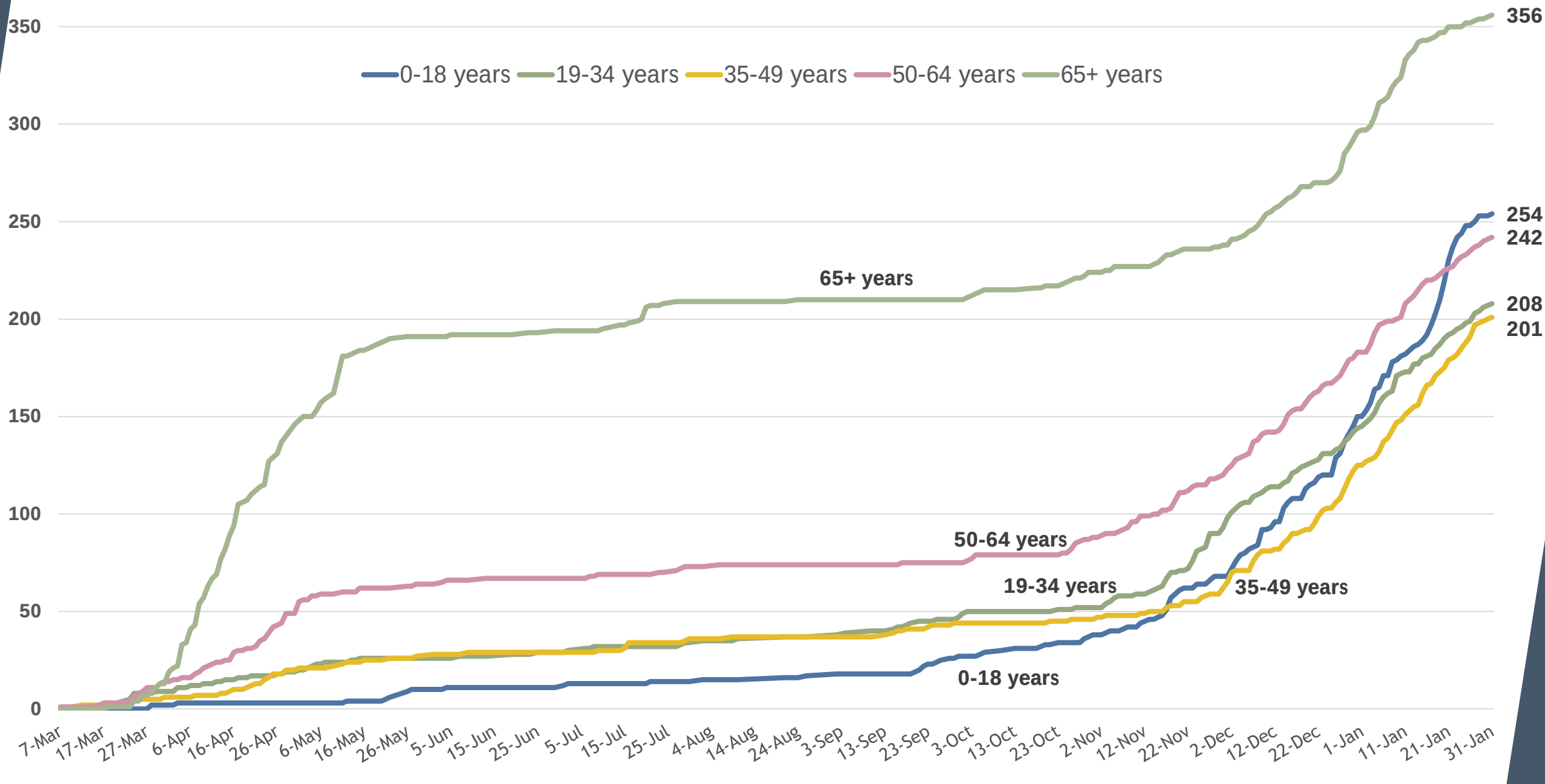
Needham COVID-19 Monthly Report: January 2021

Public Health Division

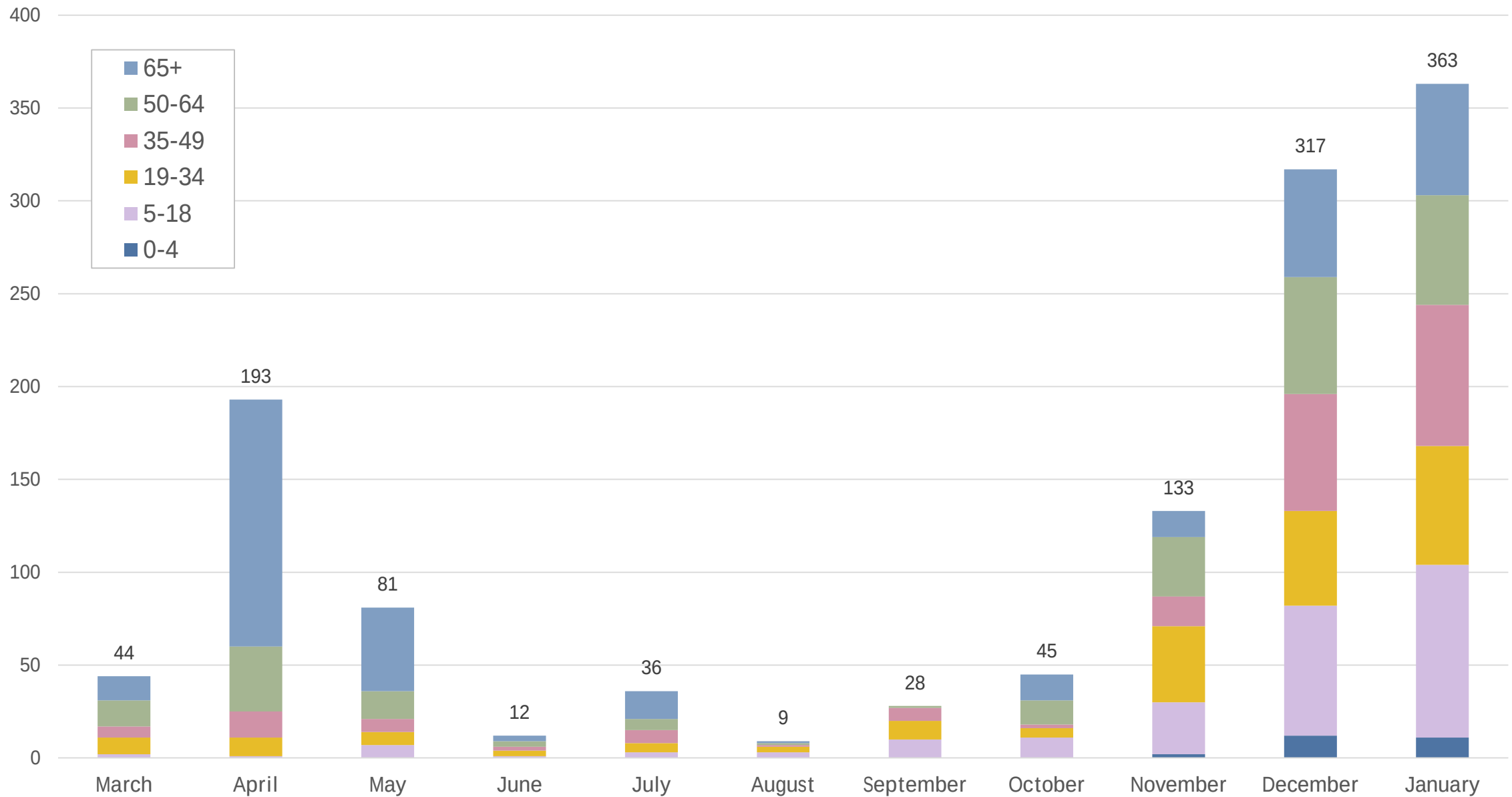
Daily & Cumulative Confirmed Cases



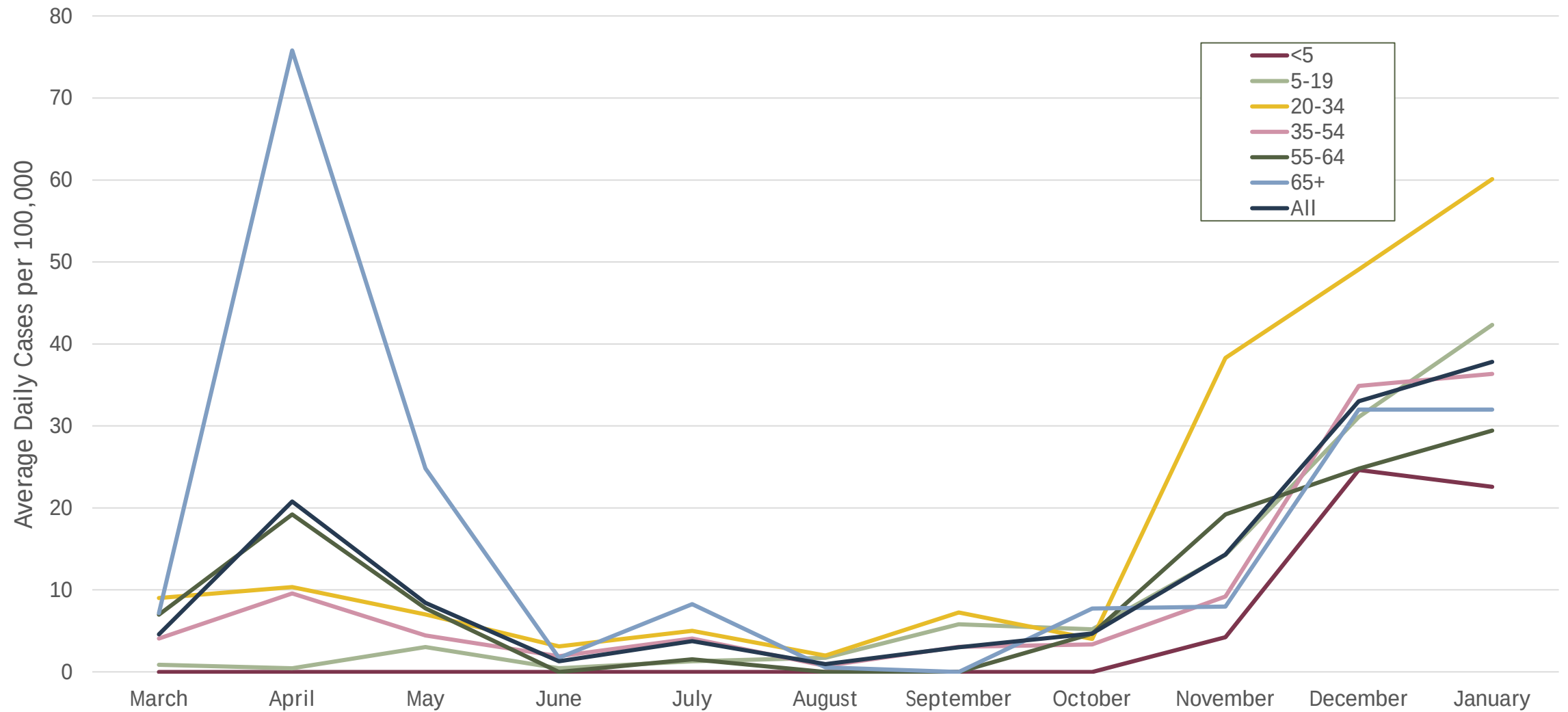
Cumulative Confirmed Cases by Age Group



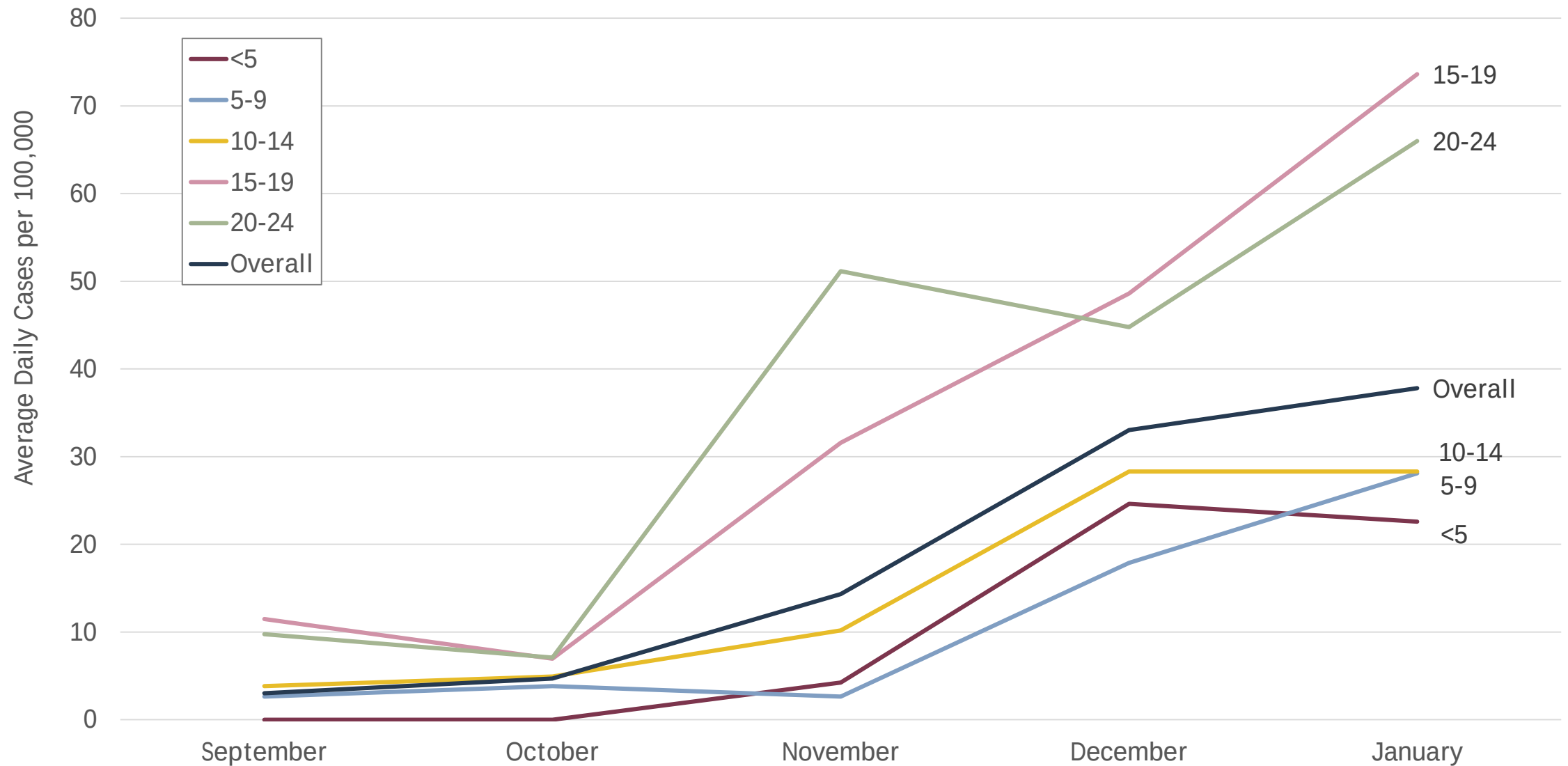
Monthly Confirmed Cases by Age Group



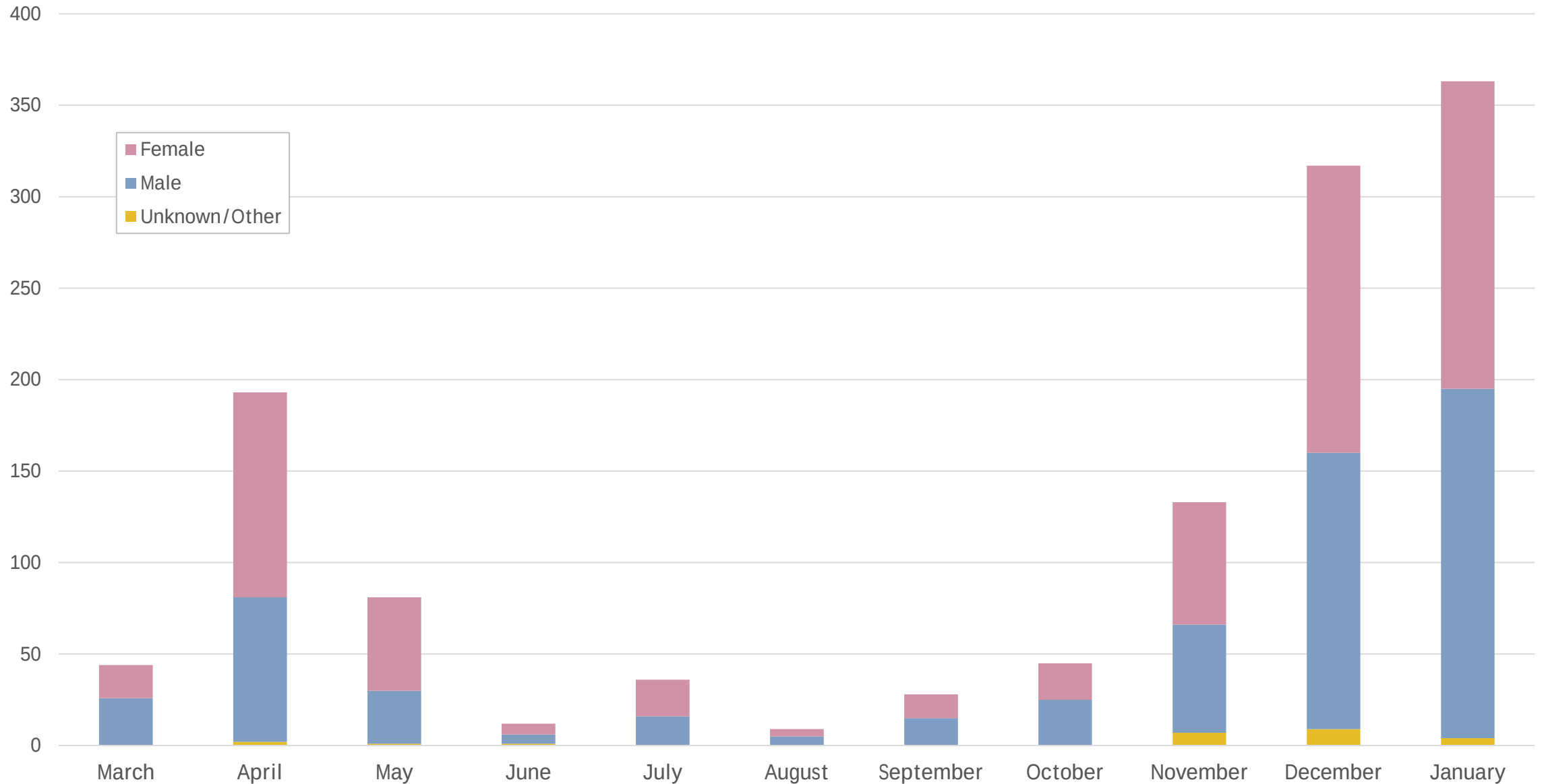
Average Daily Incidence by Age



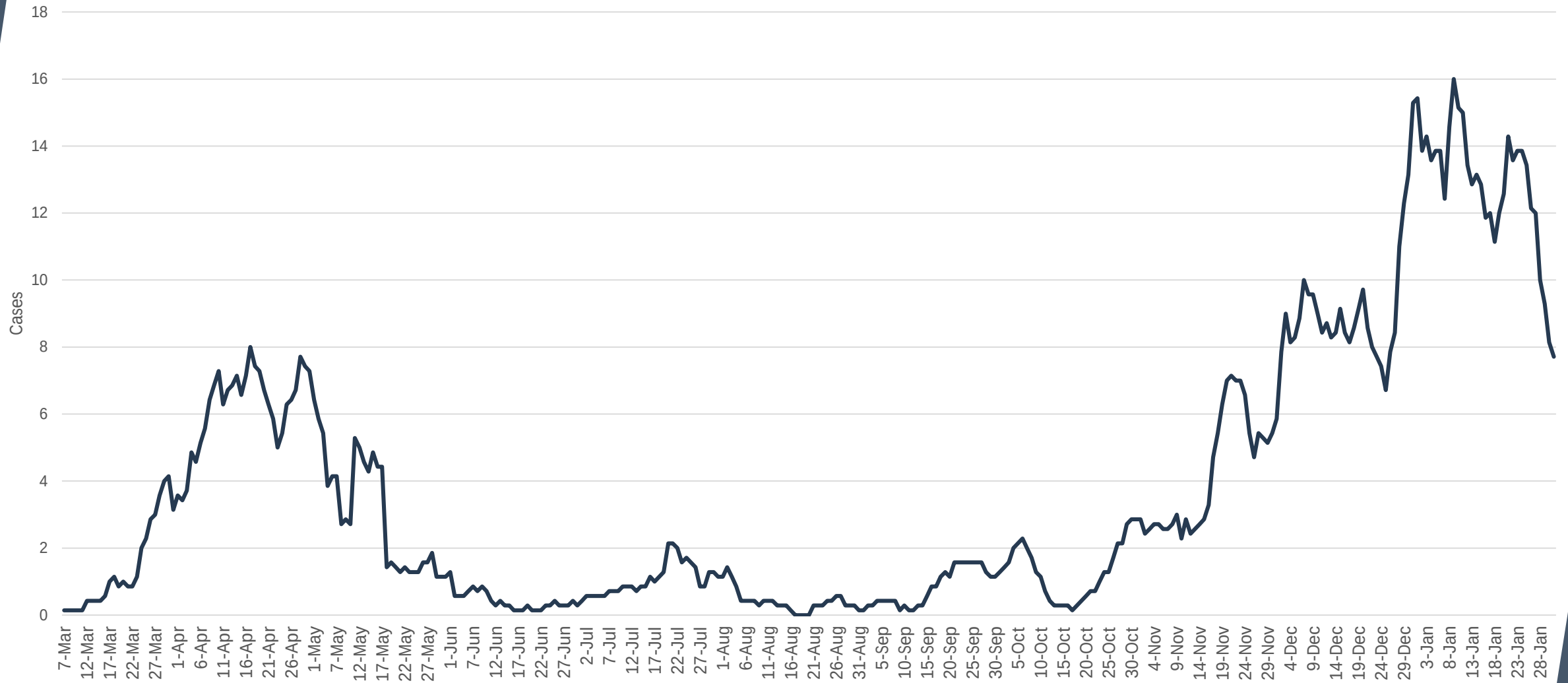
Average Daily Incidence by Age, Children & Young Adults



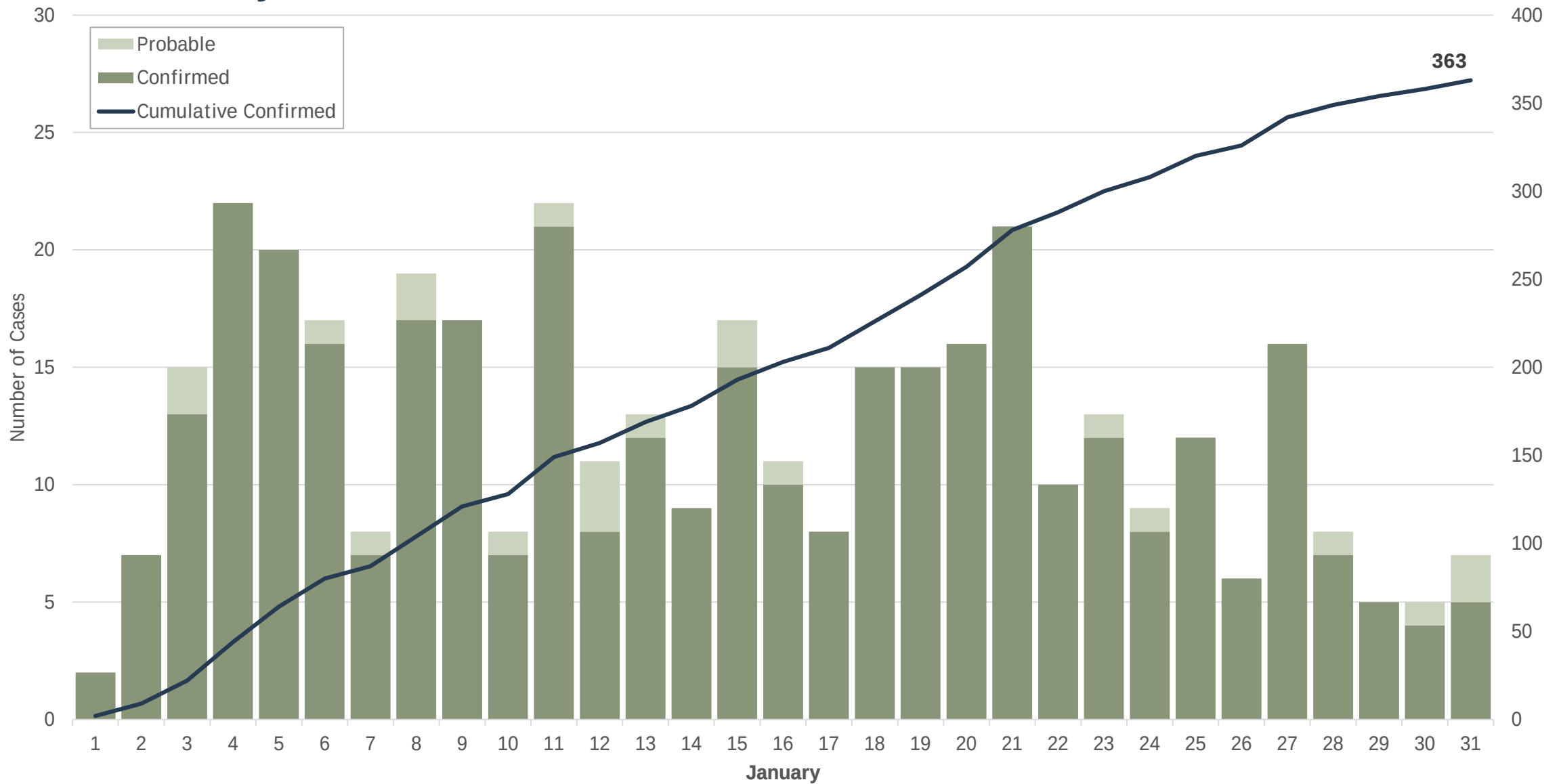
Monthly Confirmed Cases by Gender



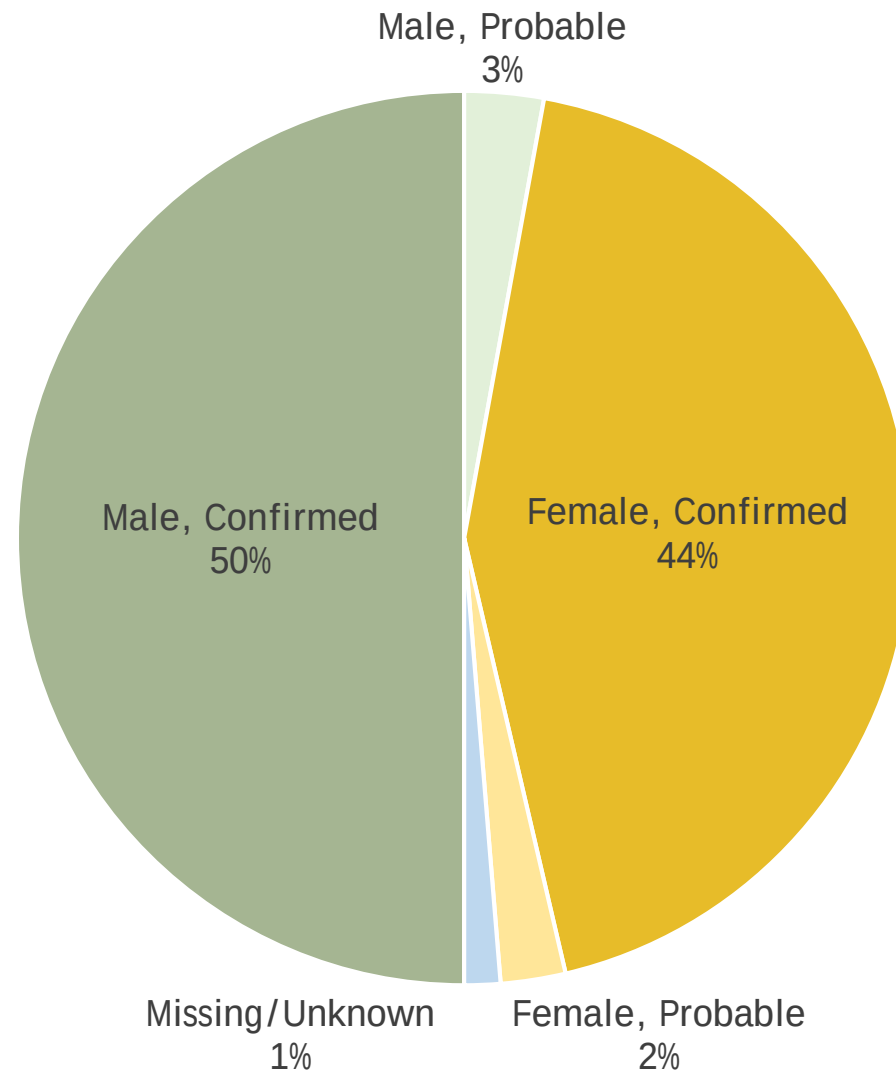
Rolling 7-day Average



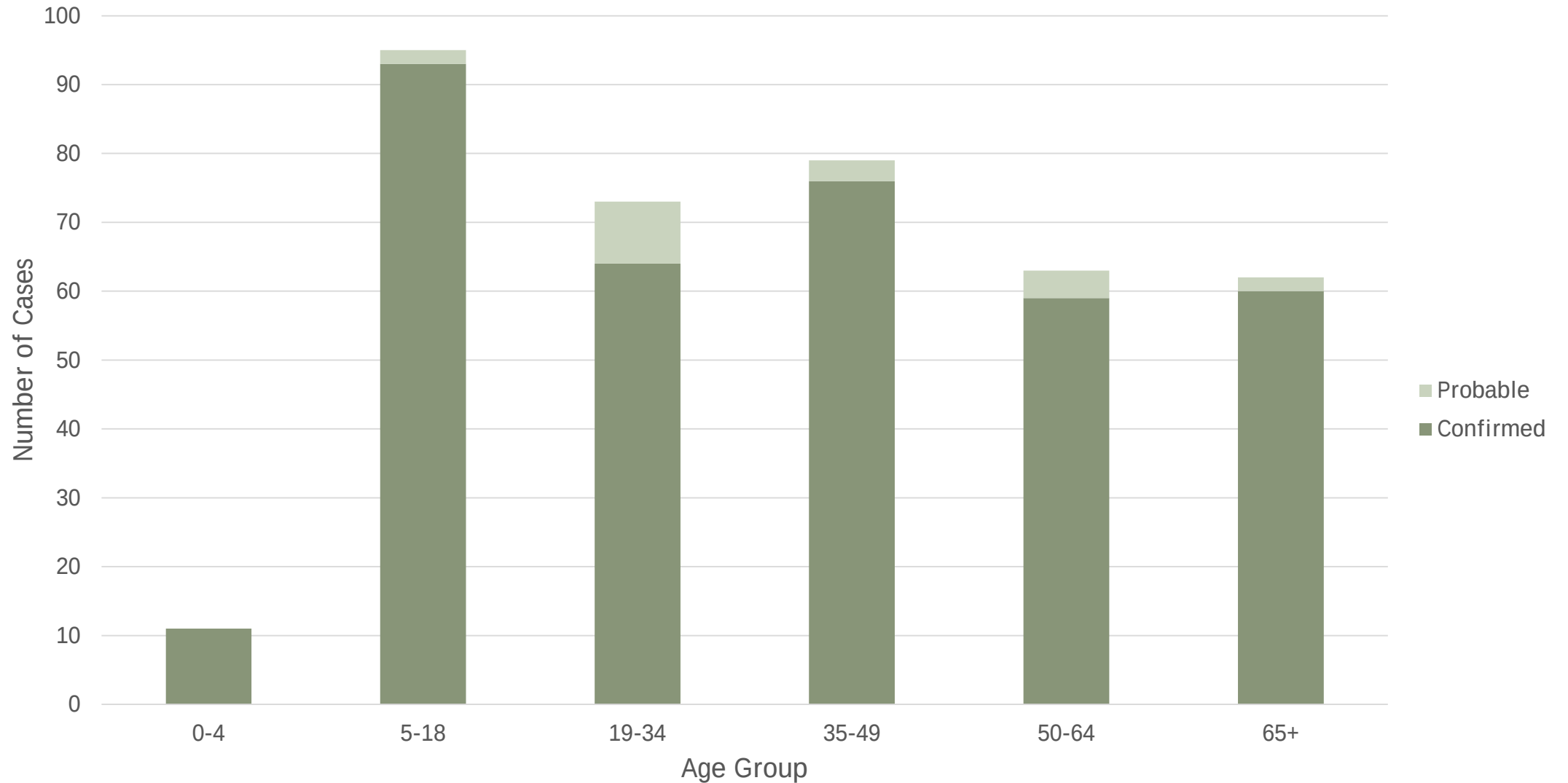
January COVID-19 Cases



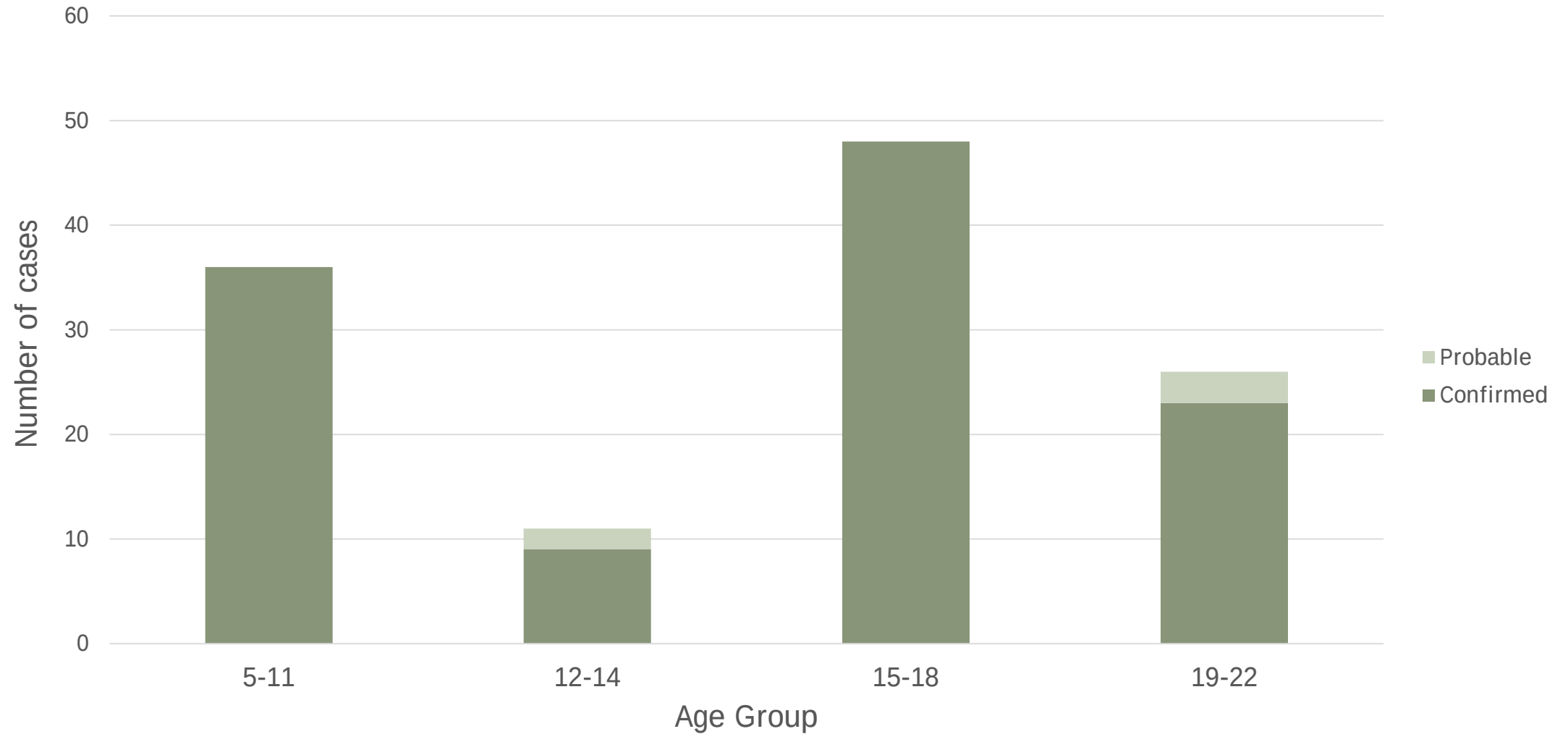
Gender Breakdown of January Cases



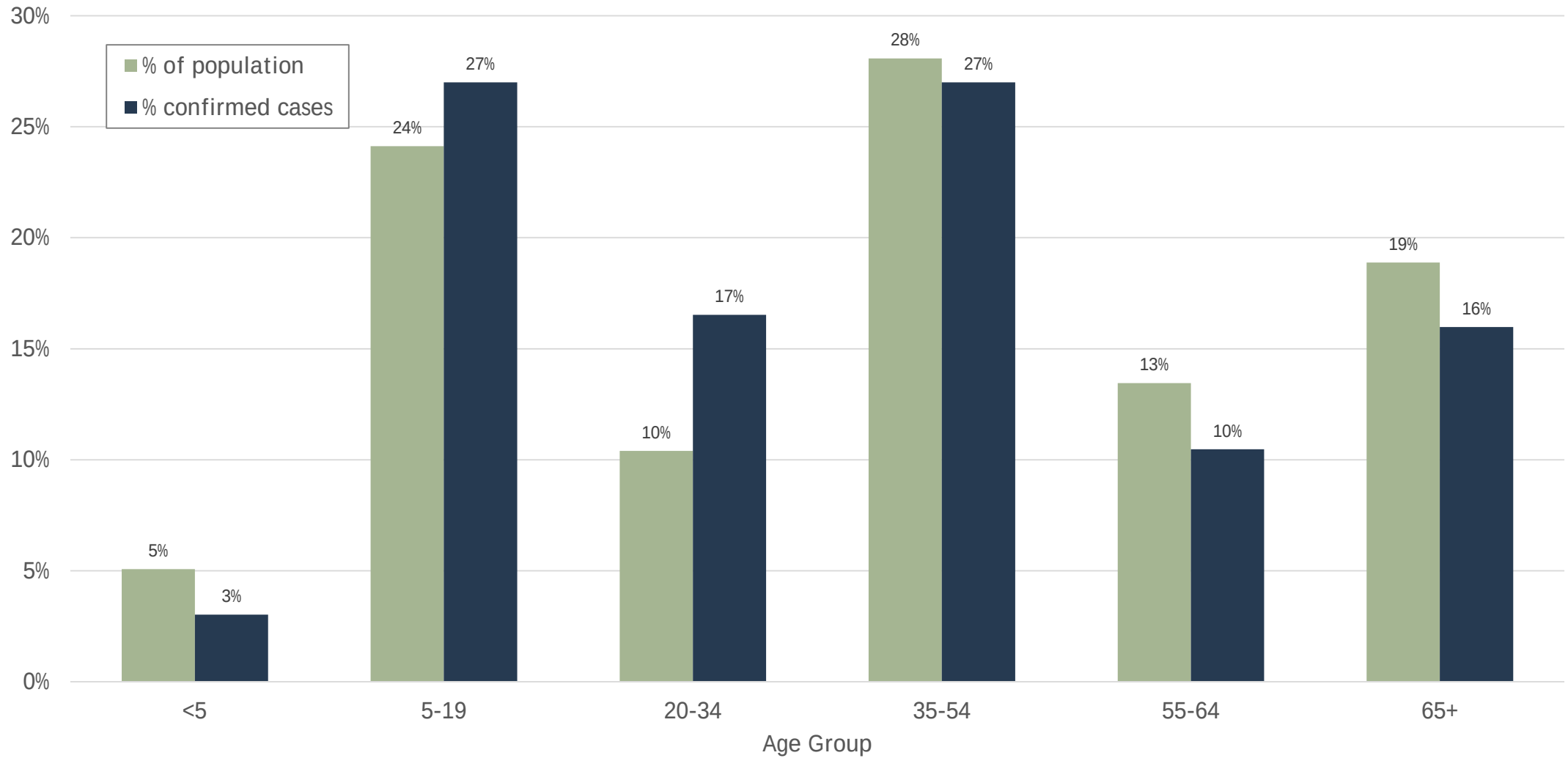
Age Distribution of January Cases



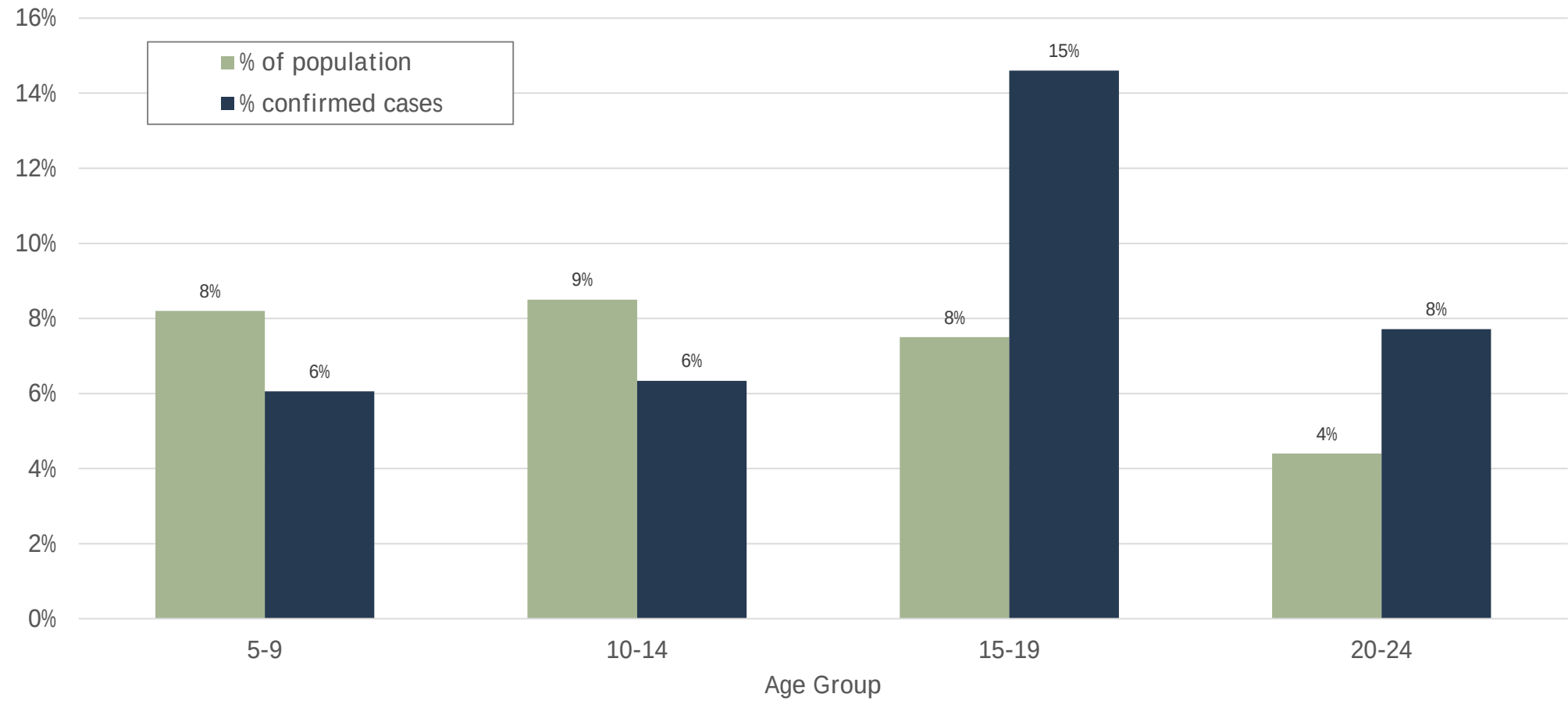
January cases among children & young adults



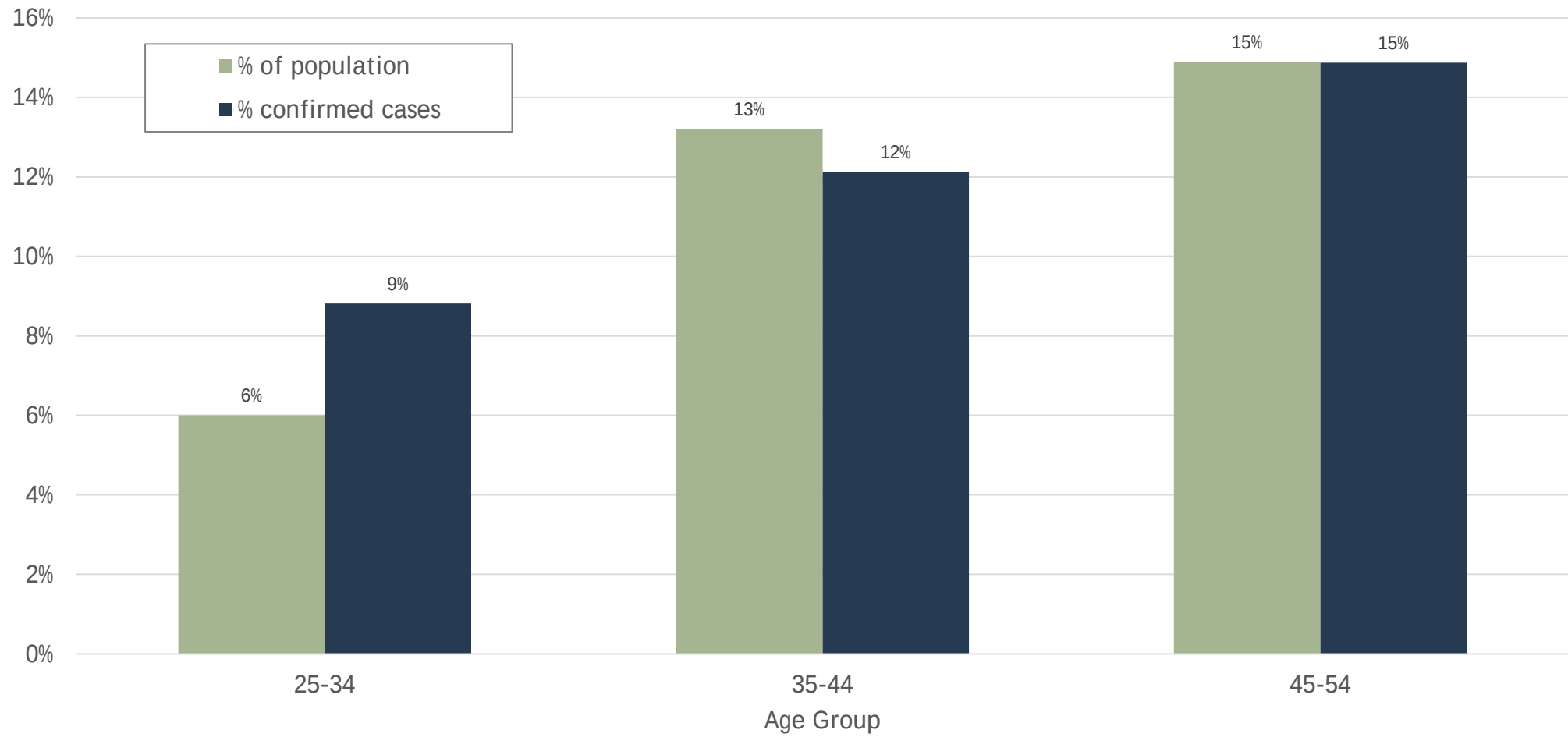
Age Distribution of January Cases



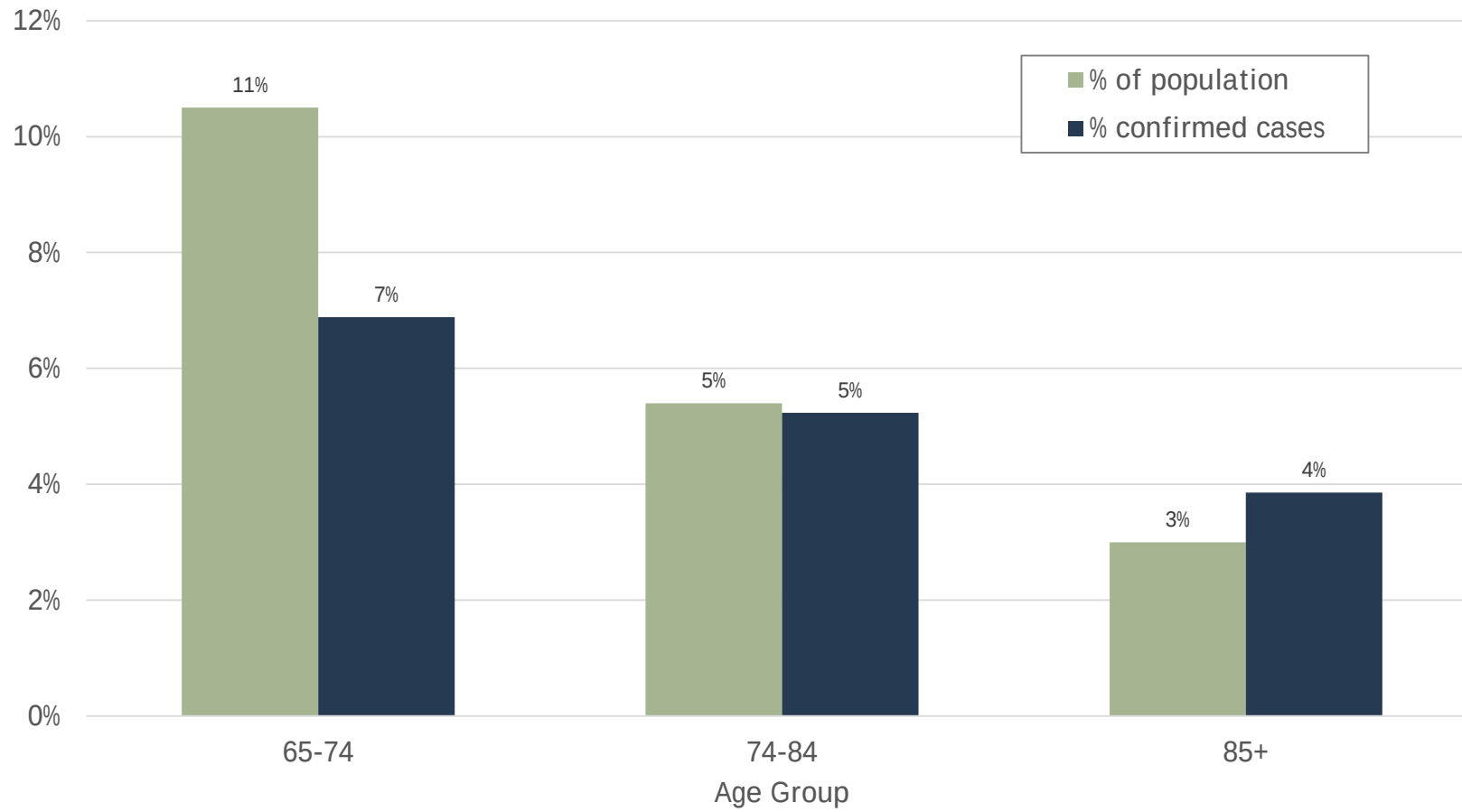
Children & Young Adults



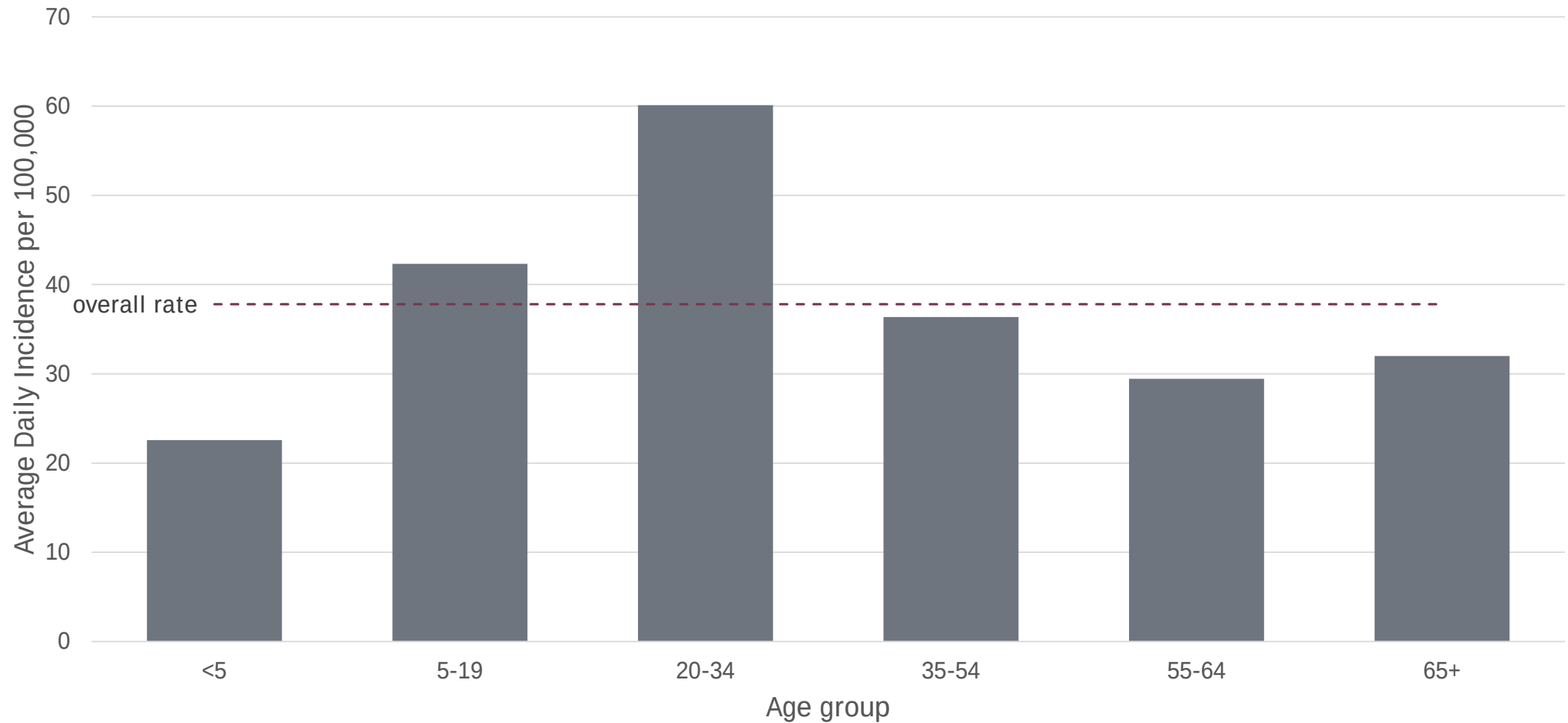
Adults



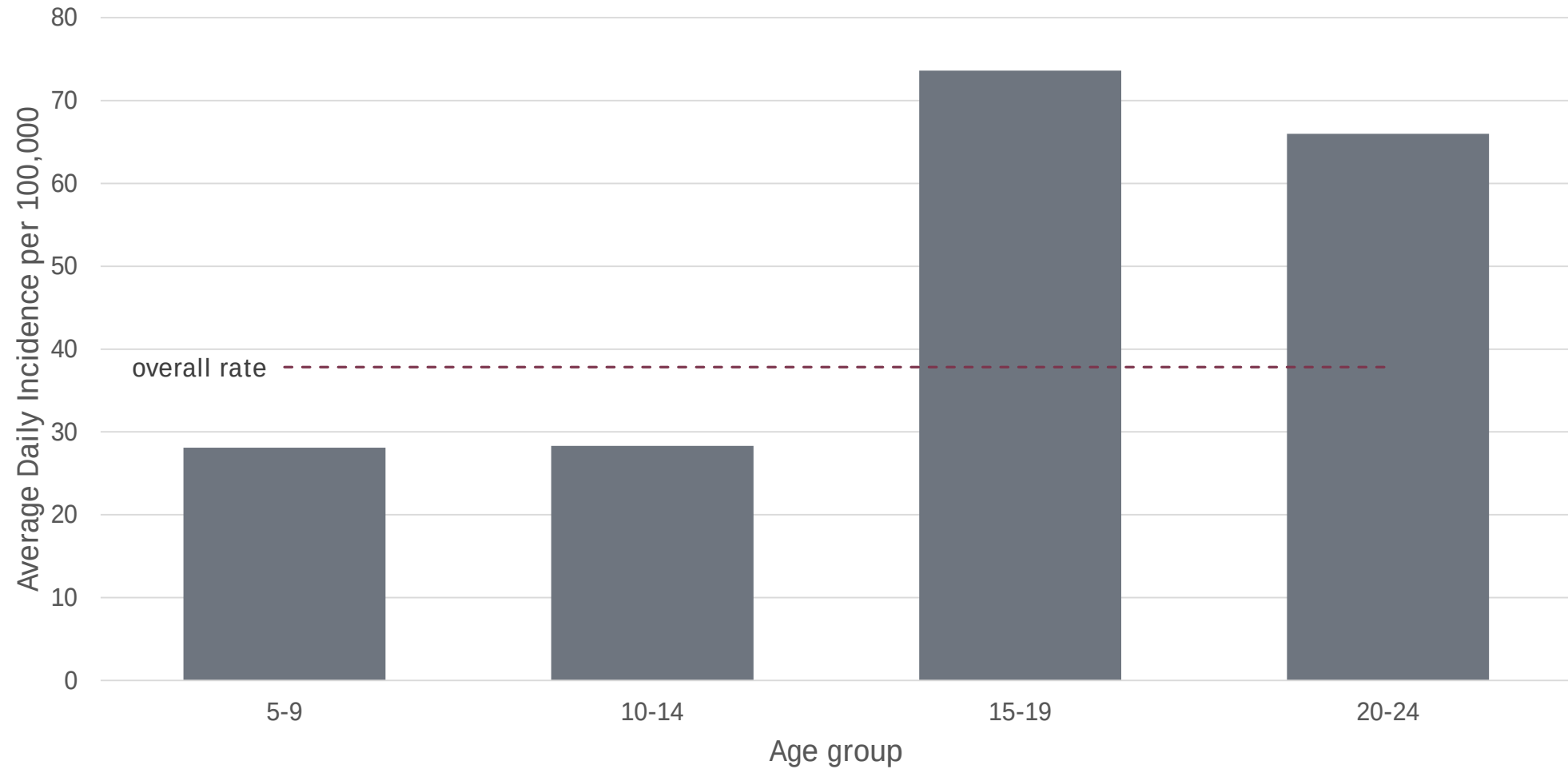
65+



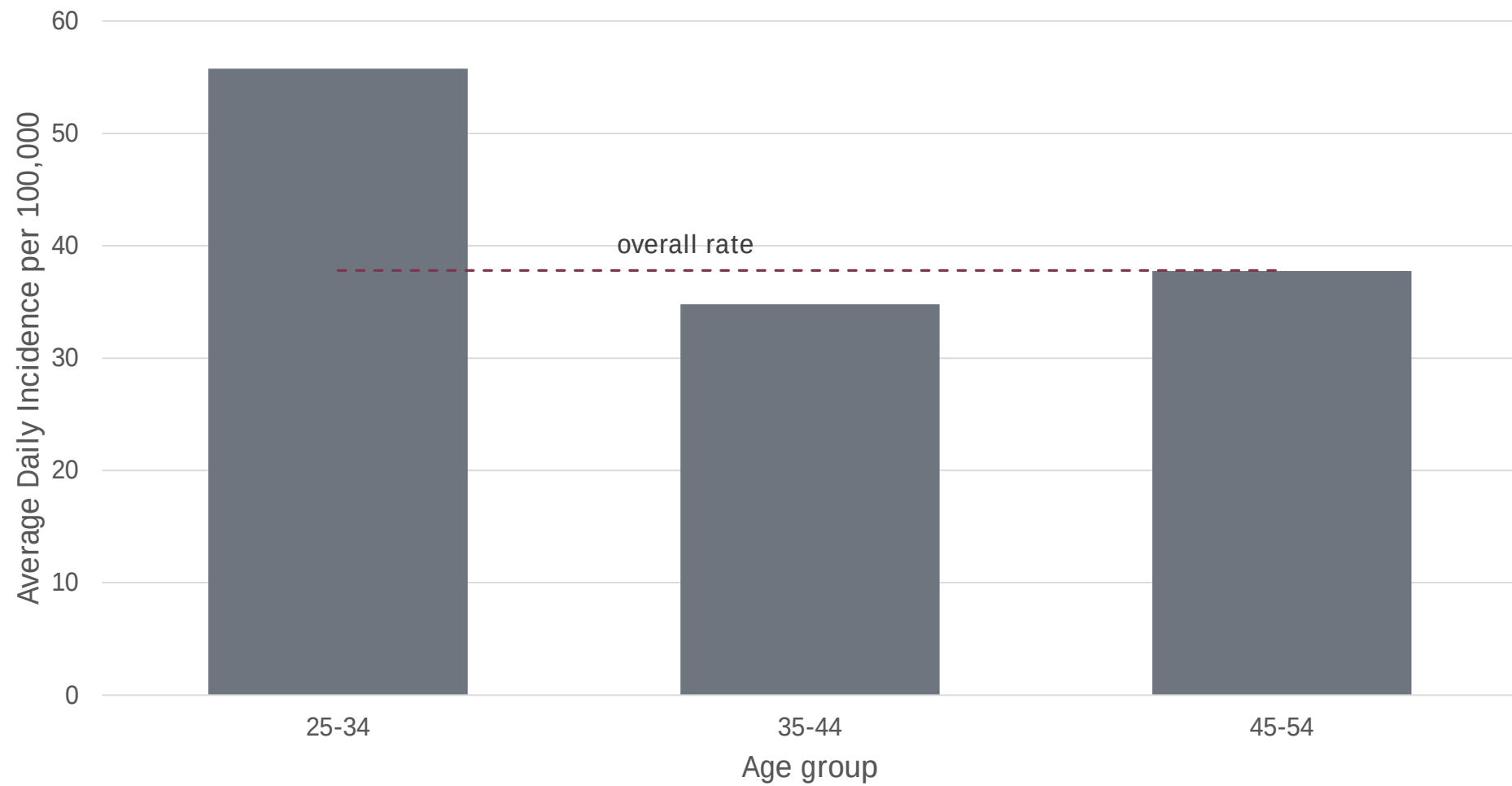
Age-Specific Incidence, January



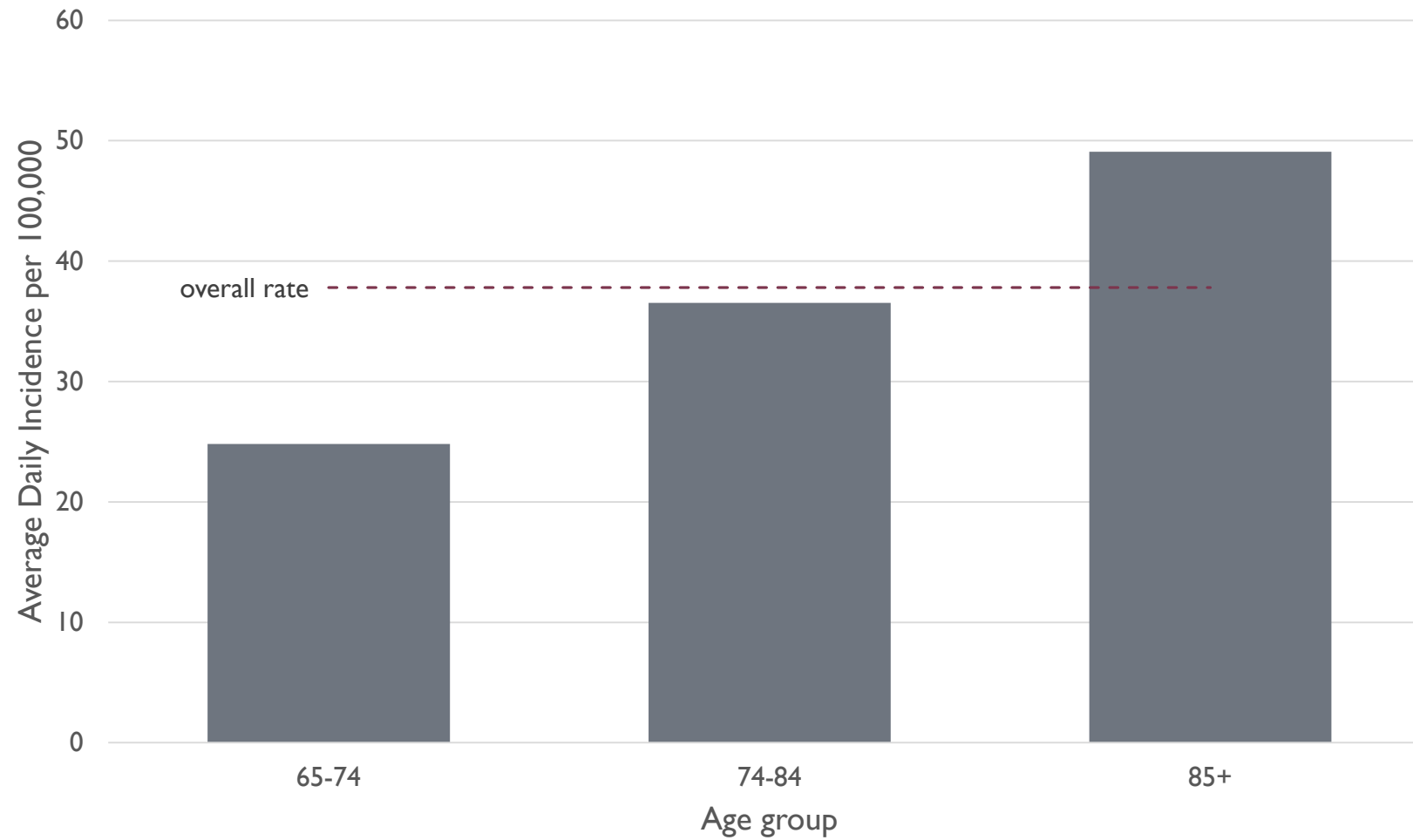
Children & Young Adults



Adults



65+



Clusters in January

Cluster Type	Number of Clusters	Number of Needham Cases*	% of Needham Cases*
Household	83	217	57%
Day Cares	6	6	1.6%
Congregate Care	5	26	6.8%
Schools	1	6	1.6%
Businesses	0	0	0%
Sports	0	0	0%

**Includes confirmed + probable cases*

Contacts

Source	Number
MAVEN	104
Schools	321

COVID-19 Vaccinations

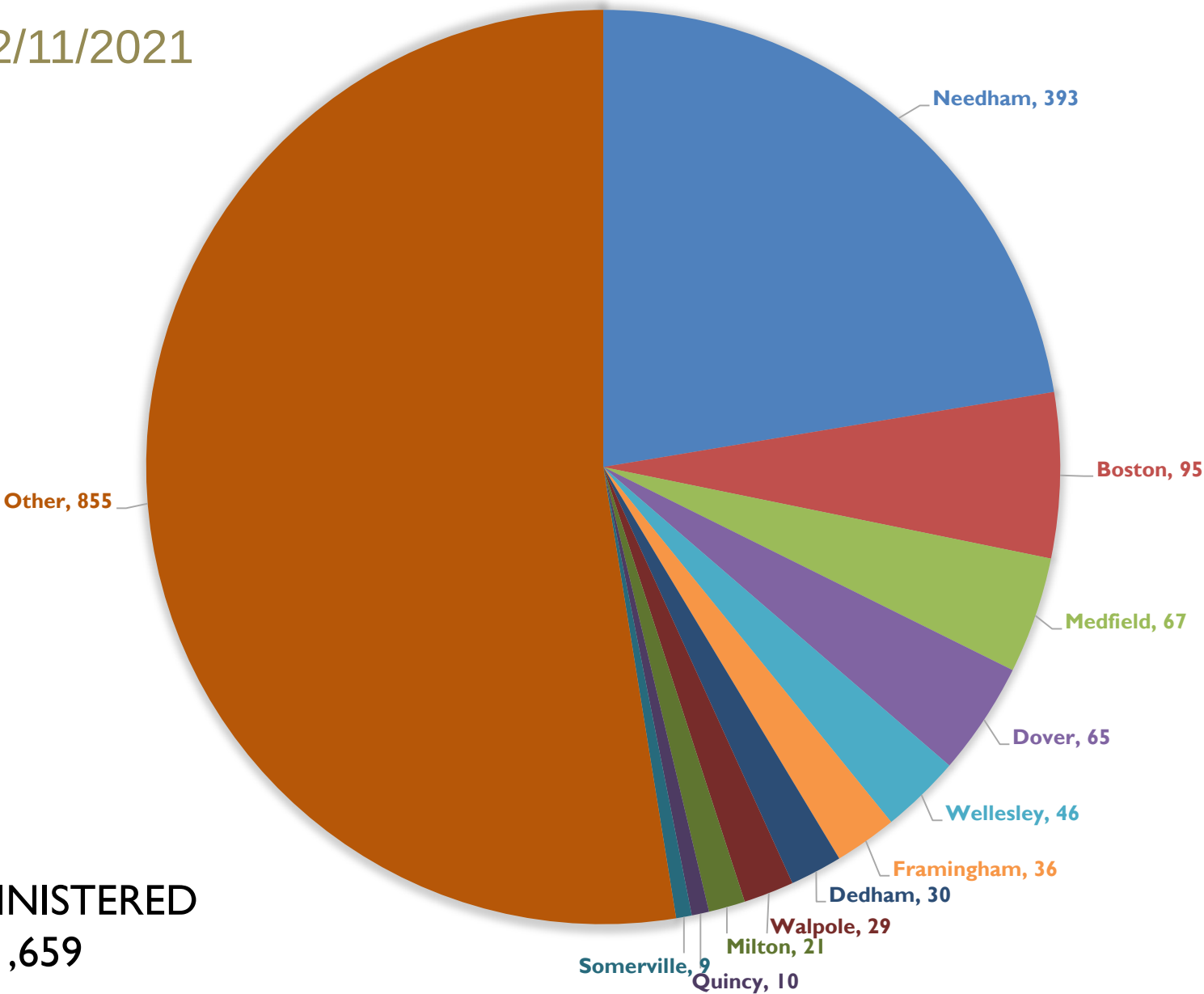
Data updated as of 2/11/2021



First Doses	Second Doses	Total Administered
1,659	191	1,850

COVID-19 Vaccinations – First Doses

Data updated as of 2/11/2021



TOTAL ADMINISTERED
FIRST DOSE 1,659

Department Information DSR1	
Department	Health & Human Services
Department Mission	
The Needham Department of Health & Human Services (HHS) provides programs and services that support and enhance the quality of life in Needham. HHS includes the following divisions: Aging Services, Public Health, Veterans’ Services, and Youth & Family Services. Its mission is to protect, preserve, and promote the health, wellness, and social and emotional well-being of all Needham residents. * * * * *	
Aging Services Division <u>Mission:</u> The mission of Aging Services is to respond to the needs of Needham’s older residents by providing a welcoming, inclusive, and safe environment with programs, services, and resources that enhance their quality of life and provide opportunities for growth. The Center at the Heights serves as a focal point for supporting aging in the community. <u>On the Horizon:</u> The COVID-19 pandemic has disproportionately impacted individuals 60 and older, as the risk of serious illness is significant and social distancing has increased social isolation. Beginning with the sudden lock down in March, Aging Services has provided critical services to older adults using technology (virtual meetings) and old-fashioned outreach (phone calls, meal delivery). Given the anticipated long-term pandemic response, Aging Services will continue to provide such services for the foreseeable future. Virtual counseling and group meetings are possible thanks to a partnership with the Needham Community Council which has provided electronic tablets to older adults without computers. Technical support for people who have received tablets, and for those who have needed help with apps such as Zoom, is provided by Aging Services staff and volunteers. Meal delivery is coordinated with Springwell Elder Services, Trader Joe’s, Freshness Delivered, and the Aging Services Transportation and Volunteer units. To support older adults’ continued involvement in activities, instructors have created engaging virtual programs. Social Service staff connect with clients through phone calls and Zoom and are particularly focused on seniors who may be at higher risk due to isolation, limited family support, or a history of mental illness. The social workers will continue to provide case management and counseling services in areas including public benefits, mental health concerns, housing issues, and long-term care planning. SHINE will also continue virtually. Anticipating challenges with the long-term emotional and mental impact of the pandemic, Aging Services will continue to work on immediate needs to include assisting residents in maintaining access to food, stable housing, mental health and medical care, transportation, and social interaction. The number of clients is expected to grow with the continuing pandemic and its aftermath. A long-term factor in the projected increase in clients is demographic, with the growing number of adults over 60. Aging Services will continue to seek opportunities for grant funding to expand programing, promote healthy aging, fight social isolation, and continue to support Needham’s older adult community.	

Department Information
DSR1

Department	Health & Human Services
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Budget Statement:

This year's base budget submission for the Aging Services Division reflects modest reductions in five spending categories to more closely align with a combination of historical spending levels and projected expenses. The budget submission also includes two increases—an additional \$100 in medical supplies for the First Aid Kits at CATH, and a sizable increase of \$1,750 to support the annual costs of three additional mobile devices for one Aging Services Divisions van and two social workers who are providing a majority of their mental health counseling and case management services remotely.

Aging Services Division

Line	Division	Description	Change from FY2021	Comments
Professional & Technical	Aging Services	Consultants for Programs & Events	(\$250)	Fewer consultants or contracted staff needed to run programs as more part-time instructors are hired
Postage	Aging Services	Postage	(\$150)	Revised downward based on previous years' spending patterns
Wireless Communications	Aging Services	Mobile Phones for Staff	\$1,750	Updated to better reflect the costs of the mobile phone service for staff members who are providing counseling remotely
Vehicle Supplies	Aging Services	Vehicular Supplies throughout Year	(\$250)	Vehicle supplies and maintenance have come in lower than expected in previous budget cycles
Gasoline/Diesel	Aging Services	Gasoline for the Aging Services Vans	(\$250)	Spending on gas revised down based on FY 20219 actual usage and FY 21 projected usage
Medical Supplies	Aging Services	Medical Supplies for Building	\$100	Small increase in the medical supplies kept at CATH to replenish first aid kits
Mileage	Aging Services	Mileage for Staff that Attend Conferences & Trainings	(\$100)	Small reduction in planned mileage costs for FY 2022 based on previous usage levels

There are no DSR4 budget requests for the Aging Services Division.

Accomplishments and Activities:

Accomplishments of the last year, must be seen in the context of before- and after- the coronavirus. During the pre-COVID months, activity was visible every day throughout the Center at the Heights with vibrant programing, counseling, social workers increasing access to basic and

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supplemental services, the dining room packed during breakfast and lunch hours, a very busy transportation service, and 124 active volunteers. Since the arrival of the coronavirus, Aging Services has reshaped its service model to fit the new reality. The Center closed and the staff immediately transitioned to virtual formats and collaborated with community partners to deliver necessities: 1. The Transportation Program worked with Springwell Elder Services to deliver meals five days a week (14,000 since March). 2. Full grocery bags are being delivered weekly, thanks to a partnership with Trader Joe's (1,500 since March). Scholarships are available for people who cannot afford to pay. 3. A partnership with Freshness Delivered also provides weekly produce delivery. 4. The social workers initiated remote counseling for residents coping with stress and anxiety related to COVID, in addition to the counseling and support they have traditionally provided. 5. Tablets and Tutors is a program in which the Needham Community Council provided electronic tablets for 30 residents without computer access. Aging Services facilitated the delivery and coordinates technology support. 6. Volunteers provided telephone check-ins with isolated elders, delivered food, assembled activity bags, and provided technical assistance to older adults who needed computer help. 7. Phone Pal is a service that pairs high school students with seniors for regular telephone chats. There are 45 established pairs. 8. SHINE became a remote counseling program beginning in mid-March. 9. What was once a weekly email of highlights is now sent out daily to over 2,000 subscribers. 10. For Wonderful Wednesdays, an activity bag is sent to older adults. Approximately 50 bags are delivered each week with supplies for art projects, puzzles, home spa, and other activities.	
On the Horizon	
Public Health Division <u>Mission:</u> The Needham Public Health Division is empowered through the Needham Board of Health by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Division is to prevent disease, promote health, and protect the public health and the social well-being of Needham residents, especially those who are most vulnerable. Public Health staff work toward fulfilling this mission through collaboration with state and local agencies and community partners. The work largely consists of promoting health practices based on research and evidence, enforcing local and state regulations, and advocating for policy and regulatory changes that promote health and well-being. <u>On the Horizon:</u> In typical times, the Public Health Division and the Board of Health adapt programs and services as emerging issues or new research indicate needs. Recent examples of emerging issues have included concerns about concussions, the potential dangers of vaping, pest management,	

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worrisome infectious diseases.

However, the only emerging issue between here and the horizon is COVID-19, the pandemic that has reshaped everything.

As the public health community learns more about containing the virus, and as public health staff adjust and readjust to pandemic demands, other issues to be addressed are: funding to replace a significant grant that has funded youth-focused substance use prevention; reviewing and updating policies, procedures, and regulations; and continuing the transition to electronic permit application and management.

Budget Statement:

This year's base budget submission for the Public Health Division reflects modest reductions in five spending categories to more closely align with a combination of historical spending levels and projected expenses. The budget submission also includes two increases—an additional \$250 in medical supplies to reflect the increased per unit costs for certain flu clinic supplies (largely driven by inconsistent supply chain function and continued allocation limits from medical suppliers), and a sizable increase of \$6,000 for the *Food Code Pro* software program. Please note that \$5,670 is included within the FY 2021 ITC budget for this program. The transfer in funds to the Public Health Division's budget would encompass that amount plus a projected 5% increase in the program's annual license fee.

Public Health Division

Line	Division	Description	Change from FY2021	Comments
Software License & User Fees	Public Health	Costs for <i>Food Code Pro</i> program.	\$6,000	Costs already in FY 2021 budget, transferred from ITC for FY 2022. Increased 5% to account for anticipated cost increase for FY 2022.
Printing & Mailing	Public Health	Printing & Mailing Services	(\$250)	Public Health Division has reduced printing and mailing needs
Legal Notices	Public Health	Legal Notices in the Needham Times	(\$250)	Over the last year with COVID, the Board of Health has revised fewer regulations and promulgated a more limited number of regulations, as a result there have

Department Information DSR1					
Department		Health & Human Services			
				been fewer Legal Notices in the community newspapers	
Medical Supplies	Public Health	Medical Supplies to Provide Flu Clinics in Town	\$250	Slight increase in budget for medical supplies to reflect the increased prices for some supplies seen during COVID	
Conference In-State	Public Health	Conferences & Trainings in MA	(\$75)	Budget revised a bit lower to reflect anticipated In-State Conference spending levels	
Mileage	Public Health	Staff Mileage costs	(\$25)	Budget revised just slightly lower to reflect anticipated staff mileage costs (projection from FY 2020)	
Conference Out-of-State	Public Health	Conferences & Trainings outside of MA	(\$50)	Budget revised slightly lower to reflect anticipated spending on Out-of-State Conferences	

There are no DSR4 budget requests for the Public Health Division, although there are DSR5 submissions.

Accomplishments and Activities:

Discussion of FY20 and FY21 work must be divided between pre- and post-coronavirus activities.

During the first half of FY20, Public Health continued active involvement in the Community Crisis Intervention Team, the Domestic Violence Action Committee, and the Local Emergency Planning Committee. Public Health leads the effort on substance use prevention with the Substance Prevention Alliance of Needham (During fall 2019, the division received a Vaping Prevention grant to fund work in the high school and middle school). The Public Health Division was a partner in Beth Israel Deaconess Needham's community health needs assessment which was released in summer 2019. The Environmental Health Unit continued its central role of training, enforcement, and inspections, and adopted electronic systems for permit application and management. Traveling Meals has, in partnership with Beth Israel Deaconess Hospital, continued to deliver meals to older Needham residents. And, the Public Health Nursing Program, busy during the summer and fall with its usual focus on communicable diseases, illness and injury prevention, blood pressure clinics, and public education, was transformed when the coronavirus arrived.

Since the onset of the coronavirus pandemic, the entire Public Health Division has been involved

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Health & Human Services

in the response. The Director of Health and Human Services and the Town Manager, along with the Public Health Nurse, the Public Information Officer, and the Emergency Manager, established a command center through which all response efforts were organized.

- The Public Health Nursing team was augmented by school nurses during spring and summer and conducted contact tracing for all Needham residents who tested positive for the virus.
- Environmental Health staff worked closely with local businesses, restaurants, and other Town departments, to help them open and operate safely under the COVID-19 guidelines.
- The Traveling Meals program adopted safe contact-free delivery protocols even as enrollment in the program increased.
- The Substance Use Prevention team, continued working to prevent youth substance use, seamlessly adjusting to virtual meetings and training.
- Public Health coordinated with Be Kind Needham, a wonderful Facebook group of generous Needhamites, to make and distribute face coverings to seniors (through Aging Services), to all Town employees, and to the schools in preparation for the return of students and staff.
- Nursing and Environmental Health both played essential roles in educating the public about social distancing and other protective behavior.
- The dedicated Public Health volunteers never faltered as their responsibilities were transformed to meet new standards or they were asked to take on additional roles.
- The Public Health Division coordinated efforts within the Department of Health and Human Services to submit proposals for funds to augment the Town's pandemic response.

Budget Statement

Veterans Services Division

Mission:

The mission of the Veterans Services Division is to provide services determined by Massachusetts law including: the administration of benefits for veterans and their families who meet eligibility criteria; the care of veterans' graves, ensuring the burial of indigent veterans and their eligible family members; the ceremonial observance of national and state holidays dedicated to veterans and patriotic purposes; to take such actions as may be necessary to ensure the well-being of Needham's veterans; and to actively pursue available federal benefits for veterans and their families.

Needham is a member of the West Suburban Veterans District, which was established in fiscal year 2010. The District also includes Wellesley, Weston, and Wayland, and has recently expanded to include the Town of Westwood.

On the Horizon:

Long-term challenges including providing support and services to the population of post-9/11 veterans in Needham and meeting the needs of a larger population of pre-9/11 veterans as they continue to age in our community. On the latter front, existing and new collaborations with the Aging Services Division on programs like a Veterans Writing Group have been a valuable arena for engaging veterans.

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Budget Statement:

As a member of the West Suburban Veterans District (WSVD), Needham receives dedicated support for the administration of benefits and services to veterans and their families. The vast majority of the Veterans Services budget is consumed with those two cost categories (veterans' benefits and district administration costs), and there is a modest amount of additional funding available in the budget to support other programs and expenses.

Some of the funds spent on veterans' benefits and other services are eligible for up to 75% reimbursement from the Commonwealth. The WSVD has not notified officially Needham of its FY 2022 Assessment. This base budget is preliminary, as the WSVD Board will begin its FY2022 budget discussions towards the end of the calendar year.

This budget was developed based on previous year's spending increases and the surplus that was available in FY 2020 from the two primary funding lines (Governmental Charges and Veterans' Benefits) and the projected spending levels in FY 2022. It reflects a modest reduction (less than 1% and less than 7% respectively) in the two primary budget lines.

Veterans Services Division

Line	Division	Description	Change from FY2021	Comments
Governmental Charges	Veteran	Governmental Charges for Veterans	(\$500)	Slight decrease projected in total charges for Veteran District
Veterans Benefits	Veteran	Benefits for Veterans	(\$3,000)	Benefits costs have been lower than anticipated over previous cycles, so the estimated cost has been lowered

There are no DSR4 budget requests for the Veterans Services Division.

Accomplishments and Activities:

During the last year there were over 2,400 American flags on the graves of Veterans in St. Mary's and Needham cemeteries. Veterans Services coordinated and operated the Memorial Day and the Veterans Day observations. Veterans and widows of veterans have been assisted in identifying and applying for benefits and services to which they are entitled.

Accomplishments and Activities

Youth & Family Services Division

Mission:

The mission of Needham Youth & Family Services Division is to provide leadership and a community focus on youth and family issues, and to promote community wellness by: advocating for youth and family interests; developing and implementing quality programs and

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Department	Health & Human Services
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clinical services; educating and communicating with the public regarding youth and family issues; Identifying and addressing youth and family needs; and partnering with agencies that serve youth and families.

On the Horizon:

Due to a significant increase in mental health needs and the amount of trauma experienced during the COVID-19 pandemic, Youth & Family Services has adjusted priorities. The Division is modifying services and programs to focus on keeping the community connected (even if it is virtually) and to address acute mental health needs.

Evidence from the World Health Organization, the National Institute for Mental Health, and other sources, about the mental health effects of COVID-19 are concerning. The pandemic and the concurrent focus on racial injustice have profound implications for mental health and wellness. In Needham, Youth & Family Services is providing counseling in response to a significant increase in the number and acuity in mental health needs. According to Riverside Trauma Center, there has been an increase in suicide rates in Massachusetts, and, with no end to the pandemic in sight, expectations are for continued high acuity mental health needs. In addition to stress caused by economic and health vulnerabilities, youth are experiencing extended isolation from their peers, especially for those who are participating in all remote learning. Under normal conditions, school staff often identify students who are experiencing mental health challenges. In the current environment, young people in need of service are less likely to be identified by school personnel.

Budget Statement:

This year's base budget submission for the Youth & Family Services Division reflects increases in two spending categories. Similar to the Aging Services Division, the Youth & Family Services Division faces increased monthly services charges with the additional of one mobile phone for its mental health counselors to conduct client sessions remotely, and so an increase of \$525 is included in this base budget request. Additionally, there is a sizable increase of \$4,000 in the Youth & Family Services budget which is for the annual costs of *Theranest* (counseling case notes) and *MyRec* (registration) software applications. Please note that \$4,000 is included within the FY 2021 ITC budget for this program, so this increase is more like a transfer from the ITC budget.

Youth & Family Services Division

Line	Division	Description	Change from FY2021	Comments
Software License & User Fees	Youth & Family	Costs for <i>Theranest</i> and <i>MyRec</i> programs.	\$4,000	Costs already in FY 2021 budget, transferred from ITC for FY 2022.
Wireless Communications	Youth & Family	Mobile Phones for Staff Members	\$525	Updated to better reflect the costs of the mobile phone service for staff members

There are no DSR4 budget requests for the Youth & Family Services Division.

Department Information DSR1			
Department		Health & Human Services	
<u>Accomplishments and Activities:</u> Youth & Family Services (YFS) has been able to pivot its services to be responsive to current needs. Following are some examples of program adjustments over the past months. 1. YFS has increased capacity for individual, family, and group therapy, which are now offered virtually. 2. YFS has re-convened the Suicide Coalition. 3. YFS is organizing support for families with acute needs through its Youth Resource Network and the Community Crisis Intervention Team 4. YFS has launched various social media campaigns to promote self-care, build resilience, and offer support and guidance about staying connected while socially isolating. 5. YFS has three programs that continue to support youth virtually: the peer mentor program; Volunteers Around Needham; and the peer tutor program, which is especially important as students adjust to remote learning. 6. YFS has worked on many initiatives to build awareness about mental health and reduce the stigma of seeking help. They include teaching Youth Mental Health First Aid and participating in community groups convened to promote awareness of mental health issues.			
<u>Spending Request Recap</u>			
Description	Base Request DSR2	Additional Request DSR4	Total (DSR2 + DSR4)
a) Salary and Wages	\$1,930,899	\$0	\$1,930,899
b) Expenses	\$462,515	\$0	\$462,515
c) Capital			
d)			
e)			
f)			
g) Total DSR2 & DSR4 Request (a through f)	\$2,393,414		\$2,393,414
V2022			

Department Expenditure Detail DSR2																	
Department				Health & Human Services													
Object				Description						Amount							
DSR2A																	
Permanent Personnel	Last Year (FY2020)			Current Year (FY2021)			Next Year (FY2022)										
	FT Head Count	PT Head Count	Full Time Equivalent (FTE)	FT Head Count	PT Head Count	Full Time Equivalent (FTE)	FT Head Count	PT Head Count	Full Time Equivalent (FTE)								
	15	4	17.14	15	4	17.67	16	3	18.67								
Non-Budget Personnel: Will the department rely on grant/revolving fund positions to provide services?						Yes	No	FT Head Count	PT Head Count								
						X		1	5								
Union Positions:		BCTIA		Fire A		Fire C		ITWA	X	NIPEA		Police		Police Superior		NA	
1. Salary and Wage Permanent Positions.																	
a.	PRD1 Salary and Wages Base												\$1,705,695				
b.	PRD1 Differentials (Conditions, Requirements, Shifts)																
c.	PRD1 Education																
d.	PRD1 Extra Holiday																
e.	PRD1 Longevity												\$4,607				
f.	PRD1 Snow Program																
g.	PRD1 Uniform																
h.	PRD1 Other Compensation												\$8,500				
i.	PRD1 Budget Adjustments												(\$150,804)				
														PRD1 Sub Total			
J	DSR3 Other Compensation																
														Sub Total 1		\$1,567,998	
2. Salary and Wage Seasonal & Temporary Positions (Itemized Below)																	
a.	Aging Services – Recording Secretary at \$2,960 plus DSR3 costs listed below												\$2,960				
b.	Public Health – Temp office coverage at \$3,500, Recording Secretary at \$2,960, Prof/Tech Support Specialist at \$36,525 (includes the data gathering) plus DSR3 costs listed below												\$42,985				
c.	Youth & Family Services – Recording Secretary at \$2,960												\$2,960				
d.																	
e.	DSR3 Total												\$296,196				
														Sub Total 2		\$345,101	
3. Salary and Wage Overtime (Itemized Below)																	
a.	Scheduled Overtime (contractually obligated)												\$3,000				
b.	Training and Development																
c.																	
d.																	
e.	DSR3 Total																
														Sub Total 3		\$3,000	
4. Other Salary and Wage Expenses – (Itemized Below)																	
a.	Incentive Programs																
b.	Pay In Lieu of Accrued Leave												\$11,800				
c.	Program Stipend												\$3,000				
d.	Tuition Reimbursement																
e.	Working Out of Grade																
f.	DSR3 Other Compensation																

Department Expenditure Detail DSR2		
Department	Health & Human Services	
Sub Total 4		\$14,800
5. Total Salary and Wages (1+2+3+4)		\$1,930,899
DSR2B		
Object	Description	Amount
Energy (521x)		
Repairs & Maintenance Services (524x – 525x)	5245 – Maintenance @ \$500) Maintenance and Calibrations on Monitoring Equipment for Environmental Health Inspections needed every other year. This is an on-year for equipment calibration. (PH)	\$500
Rental & Leases (527X)		
Other Property Related Services (529x)	5290 – Pest Control @ \$15,500 (PH) Veterans' Event \$1,400 (Vet)	\$16,900
Professional & Technical Services (530x – 531x)	5300 – Professional & Technical @ \$28,000 for data surveys, technical consultant (PH) 5300 – Professional & Technical @ \$8,500 for group activities (Youth) 5300 – Professional & Technical @ \$7,750 for group activities (Aging) 5303 – Seminars & Trainings @ \$4,000 (PH) 5303 - Seminars & Trainings @ \$2,000 (Aging) 5303 – Seminars & Training @ \$1,800 (Youth) 5305 – Software License Fee @ \$6,000 (PH) 5305 – Software License Fees @ \$4,000 (Youth) 5309-Licensed Professional Services @ \$95,500 (Riverside, Fuss & O'Neil, etc.) (PH); 5311 – Advertising of flu clinics, public health forums, healthy notes @ \$4,500 (PH)	\$162,050

**Department Expenditure Detail
DSR2**

Department	Health & Human Services	
Communications (534x)	5340 – Graphic Design @ \$6,000 to support the design of community education materials and public health awareness campaigns (PH) 5341 – Postage @ \$1,500 for mailing permits and licenses and renewal applications (PH) Postage @ \$2,850 (Aging) Postage @ \$100 (Vet) Postage @ \$1,000 (Youth) 5344 – Wireless Communications @ \$5,675 covering costs of smart phones for Director, two Public Health Nurses, Assistant Director, Environmental Health Agent, Substance Use Prevention Specialists, smart phone for Traveling Meals Program Coordinator, as well as three iPads for Environmental Health (PH) Wireless Communications @ \$6,000 covering costs of smart phones and data plan for Director, all social workers, and three of four vans (Aging) Wireless Communications @ \$2,500 covering costs of smart phone and data plan for Director and all social workers (Youth) 5345 – Mailing, Printing, and Photocopying @ \$5,000 for both internal (photocopier) and external printing (includes copying of inspection forms, business cards, and posters) (PH) Mailing, Printing, and Photocopying @ \$2,250 for external printing, includes printing of certain program flyers or materials that cannot be produced “in-house” as well as business cards (Aging) Mailing, Printing, and Photocopying @ \$400 for external printing of brochures	\$37,025

**Department Expenditure Detail
DSR2**

Department	Health & Human Services	
	and program flyers or materials that cannot be produced "in-house" as well as business cards (Youth)	
	5347 - Legal Notices @\$3,750 for mandated posting of Board of Health regulations...everytime the BOH adopts a new regulation or revises an existing regulation there is a two-week public notice period pre-hearing and at least a one week posting period post hearing, which costs at least \$657 to post in the Needham Times and Hometown Weekly (PH)	
Recreational & Cultural Services (535x)	Memorial Day Luncheon \$500 (Vet)	\$52,500
	Program instructors or vendors @ \$52,000 (Aging)	
Other Purchased Services (538x)	5380 - Nuisance Abatement @ \$1,000 (PH)	\$1,000
Office Supplies (542x)	5420 - Office Supplies and equipment for 7 full time, 3 part-time regular, and 10 part-time/per diem employees, as well as for three committees - Domestic Violence Action Committee, Coalition for Suicide Prevention, and Substance Prevention Alliance of Needham @ \$5,000 (PH)	\$8,900
	Supplies and equipment necessary for the program and service delivery such as but not limited to paper, pens, files, labels @ \$3,000 (Aging)	
	To purchase basic office supplies --- paper, pens, folders, mailers, etc @ \$800 (Youth)	
	Office Supplies @ \$100 (Vet)	
Building & Equipment Supplies (543x)		
Custodial Supplies (545x)		
Grounds Keeping Supplies (546x)		
Vehicular Supplies (548x)	Parts such as tires, brakes, batteries, inspection stickers for Aging Vans @ \$2,500 (Aging)	\$2,500
Gasoline and Diesel Fuel (5481)	Gasoline for the Aging Vans @ \$9,250 (Aging)	\$9,250
Food and Service Supplies (549x)	Supplies related to program operation @ \$300 Aging and @ \$2,200 Youth	\$2,500

**Department Expenditure Detail
DSR2**

Department	Health & Human Services	
Medical Supplies (550x)	5500 – Medical Supplies and health materials, largely for public health nursing purposes @ \$2,000 (PH) Supplies related to medical purposes such as first aid kits @ \$250 (Aging)	\$2,250
Public Works Supplies (553x)		
Other Supplies & Equipment (558x)	5580 – Other Supplies & Equipment @ \$11,925 Other Supplies & Equipment @ \$2,425 for Wellness Supplies (examples include Stress Balls, Hand Sanitizer Kits) and unexpected expenses like the purchase of Sharps Disposal Containers to be provided free of charge for residents with limited resources and the purchase of water bottles as gift to sports coaches that attended a concussion training offered by the Public Health Department. (PH) Flags and Holders @ \$4,000 (Vet) For a variety of expenses including program materials, off-site printing, etc. To purchase books, manuals, and literature regarding youth/family issues and treatment @ \$3,250 (Youth) Special Event and Public Recognition Expenses @ \$2,250 (Aging)	\$11,925
Governmental Charges (569x)	5690 – Governmental Charges for the annual cost for Environmental Health Agent licensure for MA Division of Professional Licensure for Environmental Health Agent and for Public Health Specialist @ \$200 (PH) West Suburban Veterans' District Assessment @ \$82,000 (Vet) Licensure for Social Workers @ \$800 (Youth)	\$83,000
Travel & Mileage (571x – 572x)	5710 – In-State Travel Expenses @ \$2,800 for in-state registration fees (PH) In-State Travel Expenses @ \$1,000 for	\$21,050

**Department Expenditure Detail
DSR2**

Department	Health & Human Services	
	in-state registration fees (Aging) In-State Travel Expenses @ \$1,500 for in-state registration fees (Youth) 5711 – Mileage @ \$3,850 7 full time, 3 part-time regular, and 10 part-time/per diem employees (PH) Mileage @ \$1,300 (Youth) Mileage @ \$1,000 (Aging) Mileage @ \$100 (Vet) 5720 – Out-of-State Travel Expenses @ \$3,000 for the cost of attendance for one staff member at regional or national event such as training (Youth) Out-of-State Travel Expenses @ \$6,500 for the cost of attendance for one staff member at regional or national events and trainings such as National Association of County and City Health Officials Annual Meeting or the CADCA Leadership Institute in Washington D.C (PH)	
Dues & Subscriptions (573X)	5730 – Dues & Subscriptions for Departmental and staff membership in professional associations and organizations, including the MA Environmental Health Association, the National Association of Local Boards of Health, and the Community Anti-Drug Coalitions of America @ \$3,105 (PH) Professional Subscriptions such as National Association of Social Workers \$1,500 (Aging) Veterans' Association @ \$60 (Vet) Professional Subscriptions and NASW Membership @ \$1,000 (Youth)	\$5,665
Other Expenses (574 X – 579x)	5740 – \$500 for Transponder charges for COA Vans (Aging)	\$45,500

Department Expenditure Detail DSR2				
Department	Health & Human Services			
	5780 – Veterans’ Benefits @ \$45,000 (Vets)			
6. Total Expenses			\$462,515	
DSR2C				
Capital Equipment Replacement (587X)			\$0	
7. Total Operating Budget Capital			\$0	
8. Total Base Request (Line 5 + Line 6 + Line 7)			\$2,393,414	
Does the Department depend on any Federal or State grants to provide services?	YES	X	NO	
Did the Department submit any requests for FY2022 for the replacement or upgrade of technology or software to the Information Technology Center?	YES		NO	X
Did the Department submit any requests for FY2022 to the Department of Public Works/Building Maintenance division to improve or upgrade a public building or facility?	YES		NO	X
Does this budget request include software and/or subscription expenses which are currently carried by the Finance Department (ITC)?	YES	X	NO	
V2022				

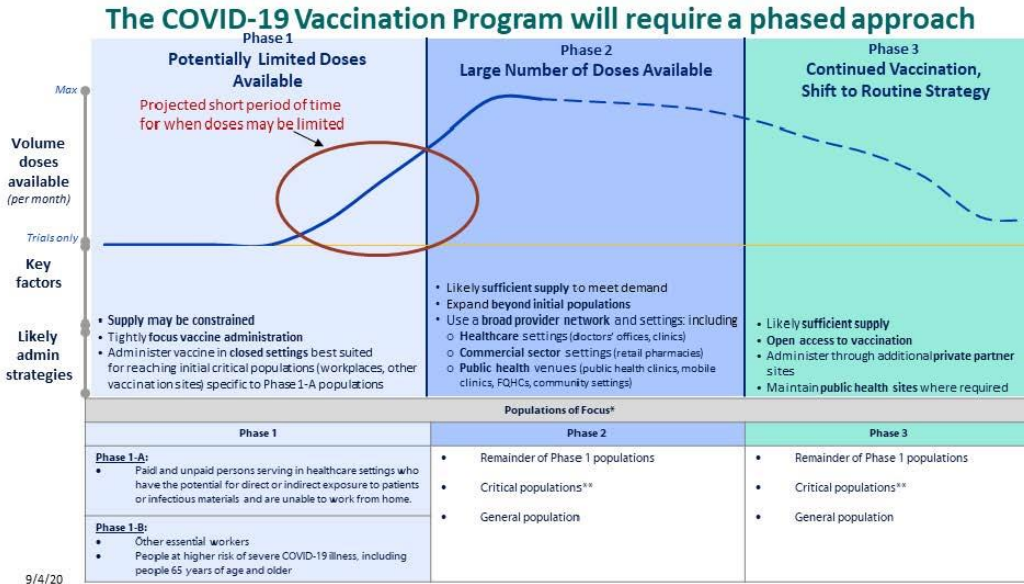
Department Personnel Supplement DSR3							
Department		Health & Human Services					
	Description	Amount	Amount Reflected DSR2A Section				
			1	2	3	4	
1	Aging Services – Kitchen Assistant/Building Monitor	\$19,140		X			
2	Aging Services – Program Support Assistant III (Evenings)	\$28,710		X			
3	Aging Services – Program Support Assistant II (Weekend)	\$11,670		X			
4	Aging Services – Van Drivers 66 hrs/week	\$68,718		X			
5	Public Health – Per Diem and Substitute Nurses	\$55,840		X			
6	Public Health – Traveling Meals Program Summer Drivers	\$10,368		X			
7	Public Health – Environmental Health Inspections – After Hours & Additional Hours	\$32,310					
8	Public Health –Substance Prevention Alliance of Needham PSA III at 100% in FY 2022, approved at 100% but funded at 75% in FY 2021	\$28,710					
9	Youth & Family Services – Part-time and After-Hours Social Workers	\$40,730					
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
I	Total	\$296.196					
Sections							
	Amount Reported Under DSR2A Section 1						
	Amount Reported Under DSR2A Section 2						
	Amount Reported Under DSR2A Section 3						
	Amount Reported Under DSR2A Section 4						
II	Total						

Special Financial Warrant Article Request DSR5			
Title	Public Health Led Mass Vaccination Campaign -- Pandemic Response		
Fiscal Year	FY 2022	Department	HHS/Public Health
Funding Amount	\$129,119	Funding Source	Operating Budget
Article Information			
The Public Health Division requests support for a special warrant article which equals the estimated costs of an unprecedented vaccination campaign in Needham once a COVID-19 vaccine is made available. A special warrant article with sufficient funding would achieve a Board of Health priority and serve as necessary response to the COVID-19 pandemic which has taxed the resources of local governments in general, and public health departments in particular. Funding would support projected salary, temp staffing, and supply costs for the first six months of FY 2022, during which 40 large-scale vaccination clinics would be held in Needham. Those clinics would allow for approximately two-thirds of the Town to receive both the first and second dose of the COVID vaccine, one month apart.			
Disclosures		YES	NO
1. Was this request submitted last year?			X
2. Is this a recurring special financial warrant article?			X
3. Is this a matching grant funding request?			X
4. Is this a CPA funding request?			X
5. Is this a revolving fund request?			X
6. Is this a pilot program request?			X
7. Is this a study?			X
8. Is this a program that is planned to be in place for more than one year?		X	
9. Is this required by a court or other jurisdictional order?			X
10. Is this a personnel related request?			X
11. Is this a local option acceptance request?			X
12. Is this in support of a goal of a Board or Committee?		X	
All "YES" responses must be explained Below			
Disclosure Explanation			
The COVID-19 pandemic will not abate until a vaccine is available to inoculate a significant portion (approximately 70%) of the US population. While a viable COVID-19 vaccination may be available in the first quarter of 2021, it is unlikely that sufficient quantities of vaccine will be available to inoculate the wider populace until the second half of Phase 2 and Phase 3. This warrant article requests funds based upon a rough estimate of the likely costs needed for an aggressive six-month vaccination campaign. There are numerous assumptions built into that rough estimate; many of those assumptions are informed by a review of available DRAFT plans from the Centers for Disease Control & Prevention (CDC) and the Massachusetts Department of Public Health (DPH). The CDC's <i>COVID-19 Vaccination Program Interim Playbook for Jurisdiction Operations</i> is available at: https://www.cdc.gov/vaccines/imz-managers/downloads/COVID-19-Vaccination-Program-Interim_Playbook.pdf. And the MA Department of Public Health's <i>INTERIM DRAFT COVID-19 Vaccination Plan</i> is available at: https://www.mass.gov/doc/massachusetts-interim-draft-plan/download			

**Special Financial Warrant Article Request
DSR5**

Title

Public Health Led Mass Vaccination Campaign -- Pandemic Response



*Planning should consider that there may be initial age restrictions for vaccine products.

**See Section 4: Critical Populations for information on Phase 1 subset and other critical population groups.

Assumptions

- Vaccine is provided to local public health and healthcare providers free of charge by the federal or state government;
- Vaccine is accompanied by needles or syringes, but all ancillary supplies are the responsibility of the vaccinating organization;
- Vaccine requires ultra-cold storage of between -80°F and -96°F;
- Vaccine will be administered in two doses which must be given four weeks apart; and
- State will provide electronic application/software program to facilitate scheduling and registration for clinics.

Based on the above chart, healthcare workers and critical public safety personnel will be vaccinated in Phase 1-A, and other essential workers, seniors, and those with high risk conditions will be vaccinated in Phase 1-B. Widespread vaccination will not begin until Phase 2. The Phase 2 and 3 populations will comprise approximately two-thirds of the population of Needham (~20,000 individuals), it is believed.

To address the challenge of vaccinating 20,000 individuals and doing it twice, the Public Health Division will conduct a series of five-hour flu clinics (five hours of client time plus one hour to setup/take down) for the general public. Each clinic will utilize eight Per Diem nurses along with two or more staff nurses for supervision and management. For Fall 2020, the Public Health Division adapted its flu vaccination plan to meet the needs of safe and efficient vaccination in a time of COVID; conducting those clinics gave the Division valuable insights into how to organize for COVID mass vaccination efforts. Each nurse can administer approximately 25 shots per hour, meaning that approximately 1,000 residents can be vaccinated during a fully-staff five-hour clinic. That will mean that the Public Health Division must conduct 40 clinics in order to vaccinate 20,000 Town residents twice.

Projected costs are as follows:

**Special Financial Warrant Article Request
DSR5**

Title	Public Health Led Mass Vaccination Campaign -- Pandemic Response
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Category	Direct Costs	Additional Benefit Costs
Per Diem Nurse Staffing	\$59,520	\$0
Six months of PH COVID Nurse	\$39,566	\$9,918
Clinic Supplies	\$20,115	\$0
TOTAL	\$119,201	\$9,918

Per Diem Nurses	Rate per Hour	Hours per Clinic	Number of Clinics	Estimated Total Cost
6	\$31.00	6	40	\$44,640.00
8	\$31.00	6	40	\$59,520.00
10	\$31.00	6	40	\$74,400.00

Item	Number of Clinics	Quantity per clinic (approx.)	Cost Per Item (approx.)	Estimated Total Cost
Rubbing Alcohol	40	4 bottles	\$2.00	\$640.00
Cotton Balls	40	.25 bag	\$15.76	\$157.60
Bandages	40	10 boxes	\$2.21	\$884.00
Table Clothes	40	8	\$2.66	\$851.20
Miscellaneous Setup Supplies	40	1	\$10.00	\$400.00
Vaccine Trays	40	0.50	\$17.67	\$353.40
Hand Sanitizer/ Pump Alcohol	40	1.5 bottles	\$5.35	\$321.00
Print Outs (vaccine information, insurance, other required forms)	40	2,000 pages	\$0.05	\$4,000.00
Sharps Containers	40	2.00	\$3.23	\$258.40
Sharps Pickups (coordinated through RTS)	40	1.00	\$200.00	\$8,000.00
PPE Gowns	40	8	\$3.15	\$1,008.00
PPE Masks	40	20	\$0.30	\$240.00
PPE Gloves	40	8 boxes	\$5.88	\$1,881.60
PPE Face Shields	40	20	\$1.40	\$1,120.00
			TOTAL	\$20,115.20

Special Financial Warrant Article Request DSR5			
Title	Funding to Retain Scientific Experts and Consultants		
Fiscal Year	FY 2022	Department	HHS/Public Health
Funding Amount	\$50,000	Funding Source	Operating Budget
Article Information			
The Public Health Division requests funding to support a Board of Health (BOH) goal, a Select Board priority, and a pressing community need. The request is to establish a source of funding that allows the BOH to retain outside scientific experts and consultants to evaluate novel and emerging health issues about which the Board and the Public Health Division lack the necessary expertise. For example, this fund would allow for the retention of an outside expert to evaluate a proposed utility project that has unknown or uncertain environmental and health impacts, such as the Eversource Underground Utility Line Redundancy project. When there is a permit application process, the BOH has the ability (via regulation) to require applicants to pay an 'outside consultant fee' so that the BOH may retain an independent expert to review the application and to advise the BOH. This funding request addresses the need to access expertise to evaluate community impact in instances when there is no public health division permit application, such as large-scale utility projects.			
Disclosures		YES	NO
1. Was this request submitted last year?		X	
2. Is this a recurring special financial warrant article?			X
3. Is this a matching grant funding request?			X
4. Is this a CPA funding request?			X
5. Is this a revolving fund request?			X
6. Is this a pilot program request?			X
7. Is this a study?		X	
8. Is this a program that is planned to be in place for more than one year?			X
9. Is this required by a court or other jurisdictional order?			X
10. Is this a personnel related request?			X
11. Is this a local option acceptance request?			X
12. Is this in support of a goal of a Board or Committee?		X	
All "YES" responses must be explained Below			
Disclosure Explanation			
There have been a number of large-scale utility projects which have emerged suddenly as a community concern due to possible environmental health impacts; examples include the Eversource underground utility project and Verizon 5G Cell Sites. There is a need to access expertise to understand potential impacts of such projects. There is limited ability to anticipate such projects, and no ability to require utilities to pay for outside experts. Having the resources necessary to understand and respond to new and emerging environmental health challenges in Needham is a high priority of the BOH and was included as the top goal in the Environmental Health Section of the 2020 BOH goals. <i>"Hire additional staff or provide additional resources to maintain EH unity capacity for inspections, environmental health monitoring, training, and vendor and general public education."</i> Additionally, one of the Select Board's New Initiatives in its FY20-21 Goals is to: <i>"Investigate the potential impact of Small Cell and 5G Technology on the Town and formalize a policy for considering Grant of Location Requests."</i> Funding this request would help achieve such goals			

Special Financial Warrant Article Request
DSR5

Title

Funding to Retain Scientific Experts and Consultants

and strengthen Needham's capacity to assess environmental health impacts from emerging technology or newly proposed utility projects.

V2022

Special Financial Warrant Article Request DSR5			
Title	Public Health Division Accreditation		
Fiscal Year	FY 2022	Department	HHS/Public Health
Funding Amount	\$70,000	Funding Source	Operating Budget
Article Information			
Formal recognition by the national Public Health Accreditation Board has become an important goal for local and state health departments across the country. Accreditation outcomes include improved performance and quality of services, and increased ability to be responsive to existing and emerging health needs in Needham. Accreditation is a mark of a highly functional, proactive, and professional public health department and its attainment will enhance the Public Health Division's competitiveness for future grant and foundation funding.			
Disclosures		YES	NO
1. Was this request submitted last year?		X	
2. Is this a recurring special financial warrant article?			X
3. Is this a matching grant funding request?			X
4. Is this a CPA funding request?			X
5. Is this a revolving fund request?			X
6. Is this a pilot program request?			X
7. Is this a study?			X
8. Is this a program that is planned to be in place for more than one year?		X	
9. Is this required by a court or other jurisdictional order?			X
10. Is this a personnel related request?		X	
11. Is this a local option acceptance request?			X
12. Is this in support of a goal of a Board or Committee?		X	
All "YES" responses must be explained Below			
Disclosure Explanation			
Achieving accreditation for the Public Health Division is a long-standing priority of the Needham Board of Health (BOH), and this request, or one like it, has been submitted five times in total. Public Health Division accreditation has been included in the BOH's goals for the last five fiscal years, and is the first long-term goal under the Administrative Section of the 2020 BOH goals. <i>"Pursue Public Health Division accreditation and support the establishment of a culture of continuous quality improvement."</i> Accreditation has been a positive process for previous applicants, fostering and formalizing those public health departments' commitment to quality improvement, performance management, transparency, workforce development, and the capacity to deliver the CDC's Ten Essential Public Health Services. An independent national assessment of the Needham Public Health Division will also serve to engender trust between the Division and the Town's residents who can be assured of the quality of the services they receive and the excellence of the staff providing those services. The process of achieving public health department accreditation is rigorous and requires significant staff time and resources to conduct community health assessments, develop specific plans, procedures, and policies, and complete a formal application. In 2018, the Public Health Division received a nine-month Accreditation Support Initiative grant of \$14,960 from the National Association of County and City Health Officials to help advance these efforts. Additional funding is requested to support these efforts moving forward; funding will cover			

Special Financial Warrant Article Request
DSR5

Title

Public Health Division Accreditation

approximately 15 hours per week from a part-time staff member along with other accreditation-related expenses. Work is anticipated to take 20 to 30 months to complete.

Once successful in achieving all the requirements and pre-requisites for accreditation, the Public Health Division will formally apply using the funding remaining in the Special Warrant Article to cover the initial accreditation review fee of \$14,000. If the accreditation application is successful, there will be an annual fee of approximately \$6,000 to maintain accreditation and to support the costs of re-accreditation, which must be completed every five years.

V2022

Cntrl	Account							Description	462,515.00	7,475.00	1.64%		462,515.00	7,475.00	1.64%	455,040.00	298,219.83	326,153.27	282,046.03
		FD	FU	DP	LN	OBJ	A		FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6228	0001.5120.000.00.0000.000.00.552.030.5210.512.00	1	5120	552	30	5210	512	HEALTH ENERGY											
6229	0001.5120.000.00.0000.000.00.552.030.5211.512.00	1	5120	552	30	5211	512	HEALTH ELECTRIC											
6230	0001.5120.000.00.0000.000.00.552.030.5212.512.00	1	5120	552	30	5212	512	HEALTH OIL											
6231	0001.5120.000.00.0000.000.00.552.030.5213.512.00	1	5120	552	30	5213	512	HEALTH NATURAL GAS											
6232	0001.5120.000.00.0000.000.00.552.030.5230.512.00	1	5120	552	30	5230	512	HEALTH NON-ENERGY UTILITIES											
6233	0001.5120.000.00.0000.000.00.552.030.5240.512.00	1	5120	552	30	5240	512	HEALTH REPAIRS & MAINTENANCE										986.12	280.50
6234	0001.5120.000.00.0000.000.00.552.030.5241.512.00	1	5120	552	30	5241	512	HEALTH R&M BUILDING											
6235	0001.5120.000.00.0000.000.00.552.030.5242.512.00	1	5120	552	30	5242	512	HEALTH R&M MEP											
6236	0001.5120.000.00.0000.000.00.552.030.5245.512.00	1	5120	552	30	5245	512	HEALTH HARDWARE MAINT AGREEMENTS	500.00				500.00			500.00			
6237	0001.5120.000.00.0000.000.00.552.030.5257.512.00	1	5120	552	30	5257	512	HEALTH R&M EQUIP											
6238	0001.5120.000.00.0000.000.00.552.030.5259.512.00	1	5120	552	30	5259	512	HEALTH R&M VEHICLES											
6239	0001.5120.000.00.0000.000.00.552.030.5270.512.00	1	5120	552	30	5270	512	HEALTH RENTALS & LEASES											635.60
6240	0001.5120.000.00.0000.000.00.552.030.5275.512.00	1	5120	552	30	5275	512	HEALTH SOFTWARE LIC & USER FEES										1,480.50	
6241	0001.5120.000.00.0000.000.00.552.030.5290.512.00	1	5120	552	30	5290	512	HEALTH OTHER PROP REL SERVICES	15,500.00				15,500.00			15,500.00	200.00	184.40	
6242	0001.5120.000.00.0000.000.00.552.030.5294.512.00	1	5120	552	30	5294	512	HEALTH SOLID WASTE DISPOSAL											
6243	0001.5120.000.00.0000.000.00.552.030.5300.512.00	1	5120	552	30	5300	512	HEALTH PROFESSIONAL & TECHNICAL	28,000.00				28,000.00			28,000.00	125,462.73	108,070.48	94,524.49
6244	0001.5120.000.00.0000.000.00.552.030.5303.512.00	1	5120	552	30	5303	512	HEALTH P&T SEM & TRAIN	4,000.00				4,000.00			4,000.00	9,230.00	7,698.99	8,338.70
6245	0001.5120.000.00.0000.000.00.552.030.5305.512.00	1	5120	552	30	5305	512	HEALTH P&T SFTWR LIC FEE	6,000.00	6,000.00			6,000.00	6,000.00					7,224.00
6246	0001.5120.000.00.0000.000.00.552.030.5309.512.00	1	5120	552	30	5309	512	HEALTH P&T LIC PROF	95,500.00				95,500.00			95,500.00			
6247	0001.5120.000.00.0000.000.00.552.030.5310.512.00	1	5120	552	30	5310	512	HEALTH P&T LEGAL SVCS											
6248	0001.5120.000.00.0000.000.00.552.030.5311.512.00	1	5120	552	30	5311	512	HEALTH ADVERTISING	4,500.00				4,500.00			4,500.00	150.00	2,997.60	2,450.00
6249	0001.5120.000.00.0000.000.00.552.030.5340.512.00	1	5120	552	30	5340	512	HEALTH COMMUNICATIONS	6,000.00				6,000.00			6,000.00			
6250	0001.5120.000.00.0000.000.00.552.030.5341.512.00	1	5120	552	30	5341	512	HEALTH POSTAGE	1,500.00				1,500.00			1,500.00	903.72	1,034.99	1,019.33
6251	0001.5120.000.00.0000.000.00.552.030.5342.512.00	1	5120	552	30	5342	512	HEALTH COMM - LANDLINE											
6252	0001.5120.000.00.0000.000.00.552.030.5343.512.00	1	5120	552	30	5343	512	HEALTH COMM - CABLE/INTERNET									80.40		179.22
6253	0001.5120.000.00.0000.000.00.552.030.5344.512.00	1	5120	552	30	5344	512	HEALTH WIRELESS COMMUNICATIONS	5,675.00				5,675.00			5,675.00	7,345.00	6,992.85	4,875.00
6254	0001.5120.000.00.0000.000.00.552.030.5345.512.00	1	5120	552	30	5345	512	HEALTH PRINTING & MAILING	5,000.00	(250.00)	-4.76%		5,000.00	(250.00)	-4.76%	5,250.00	2,296.72	3,041.41	1,869.77
6255	0001.5120.000.00.0000.000.00.552.030.5347.512.00	1	5120	552	30	5347	512	HEALTH LEGAL NOTICES	3,750.00	(250.00)	-6.25%		3,750.00	(250.00)	-6.25%	4,000.00		1,700.00	1,200.00

Cntrl	Account	FD	FU	DP	LN	OBJ	A	Description	FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6256	0001.5120.000.00.0000.000.00.552.030.5350.512.00	1	5120	552	30	5350	512	HEALTH RECREATION											
6257	0001.5120.000.00.0000.000.00.552.030.5380.512.00	1	5120	552	30	5380	512	HEALTH OTHER PURCHASED SERVICES	1,000.00				1,000.00			1,000.00		390.00	325.55
6258	0001.5120.000.00.0000.000.00.552.030.5410.512.00	1	5120	552	30	5410	512	HEALTH OFFICE ENERGY SUPPLIES											
6259	0001.5120.000.00.0000.000.00.552.030.5420.512.00	1	5120	552	30	5420	512	HEALTH OFFICE SUPPLIES	5,000.00				5,000.00			5,000.00	6,307.27	4,233.46	2,160.60
6260	0001.5120.000.00.0000.000.00.552.030.5430.512.00	1	5120	552	30	5430	512	HEALTH BUILD & EQUIP SUPPLIES											
6261	0001.5120.000.00.0000.000.00.552.030.5450.512.00	1	5120	552	30	5450	512	HEALTH CUSTODIAL SUPPLIES										22.53	
6262	0001.5120.000.00.0000.000.00.552.030.5460.512.00	1	5120	552	30	5460	512	HEALTH GROUNDSKEEPING SUPPLIES											
6263	0001.5120.000.00.0000.000.00.552.030.5480.512.00	1	5120	552	30	5480	512	HEALTH VEHICLE SUPPLIES											
6264	0001.5120.000.00.0000.000.00.552.030.5481.512.00	1	5120	552	30	5481	512	HEALTH GASOLINE/DIESEL											
6265	0001.5120.000.00.0000.000.00.552.030.5490.512.00	1	5120	552	30	5490	512	HEALTH FOOD & SERVICE SUPPLIES									2,934.63	2,085.01	2,272.19
6266	0001.5120.000.00.0000.000.00.552.030.5500.512.00	1	5120	552	30	5500	512	HEALTH MEDICAL SUPPLIES	2,000.00	250.00	14.29%		2,000.00	250.00	14.29%	1,750.00	400.51		
6267	0001.5120.000.00.0000.000.00.552.030.5510.512.00	1	5120	552	30	5510	512	HEALTH EDUCATIONAL SUPPLIES											
6268	0001.5120.000.00.0000.000.00.552.030.5530.512.00	1	5120	552	30	5530	512	HEALTH BUILD & EQUIP SUPPLIES											
6269	0001.5120.000.00.0000.000.00.552.030.5580.512.00	1	5120	552	30	5580	512	HEALTH OTHER SUPPLIES	2,425.00				2,425.00			2,425.00	8,310.51	23,542.49	10,156.34
6270	0001.5120.000.00.0000.000.00.552.030.5585.512.00	1	5120	552	30	5585	512	HEALTH COMPUTER SUPPLIES & EQUIPMENT									2,046.67		9,086.69
6271	0001.5120.000.00.0000.000.00.552.030.5690.512.00	1	5120	552	30	5690	512	HEALTH GOVERNMENTAL CHARGES	200.00				200.00			200.00	67.55	234.00	243.00
6272	0001.5120.000.00.0000.000.00.552.030.5710.512.00	1	5120	552	30	5710	512	HEALTH CONF IN-STATE	2,800.00	(75.00)	-2.61%		2,800.00	(75.00)	-2.61%	2,875.00	405.96	448.71	777.00
6273	0001.5120.000.00.0000.000.00.552.030.5711.512.00	1	5120	552	30	5711	512	HEALTH MILEAGE	3,850.00	(25.00)	-0.65%		3,850.00	(25.00)	-0.65%	3,875.00	2,383.98	3,373.20	4,429.47
6274	0001.5120.000.00.0000.000.00.552.030.5720.512.00	1	5120	552	30	5720	512	HEALTH CONF OUT-STATE	6,500.00	(50.00)	-0.76%		6,500.00	(50.00)	-0.76%	6,550.00	5,495.39	3,501.33	2,884.02
6275	0001.5120.000.00.0000.000.00.552.030.5730.512.00	1	5120	552	30	5730	512	HEALTH DUES & MEMBERSHIPS	3,105.00				3,105.00			3,105.00	2,645.00	2,550.00	2,748.00
6276	0001.5120.000.00.0000.000.00.552.030.5780.512.00	1	5120	552	30	5780	512	HEALTH OTHER EXPENSES										111.00	
6283	0001.5410.000.00.0000.000.00.552.030.5210.540.00	1	5410	552	30	5210	540	AGING SERVICES ENERGY											
6284	0001.5410.000.00.0000.000.00.552.030.5211.540.00	1	5410	552	30	5211	540	AGING SERVICES ELECTRIC											
6285	0001.5410.000.00.0000.000.00.552.030.5212.540.00	1	5410	552	30	5212	540	AGING SERVICES OIL											
6286	0001.5410.000.00.0000.000.00.552.030.5213.540.00	1	5410	552	30	5213	540	AGING SERVICES NATURAL GAS											
6287	0001.5410.000.00.0000.000.00.552.030.5230.540.00	1	5410	552	30	5230	540	AGING SERVICES NON-ENERGY UTILITIES											
6288	0001.5410.000.00.0000.000.00.552.030.5240.540.00	1	5410	552	30	5240	540	AGING SERVICES REPAIRS & MAINTENANCE											
6289	0001.5410.000.00.0000.000.00.552.030.5241.540.00	1	5410	552	30	5241	540	AGING SERVICES R&M BUILDING											
6290	0001.5410.000.00.0000.000.00.552.030.5242.540.00	1	5410	552	30	5242	540	AGING SERVICES R&M MEP											

Cntrl	Account	FD	FU	DP	LN	OBJ	A	Description	FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6291	0001.5410.000.00.0000.000.00.552.030.5245.540.00	1	5410	552	30	5245	540	AGING SERVICES HARDWARE MAINTENANCE AGREEMENTS											
6292	0001.5410.000.00.0000.000.00.552.030.5257.540.00	1	5410	552	30	5257	540	AGING SERVICES R&M EQUIP									1,215.00		
6293	0001.5410.000.00.0000.000.00.552.030.5259.540.00	1	5410	552	30	5259	540	AGING SERVICES R&M VEHICLES									1,354.26	1,425.00	35.00
6294	0001.5410.000.00.0000.000.00.552.030.5270.540.00	1	5410	552	30	5270	540	AGING SERVICES RENTAL & LEASES											
6295	0001.5410.000.00.0000.000.00.552.030.5275.540.00	1	5410	552	30	5275	540	AGING SERVICES SOFTWARE LICENSE & USER FEES											
6296	0001.5410.000.00.0000.000.00.552.030.5290.540.00	1	5410	552	30	5290	540	AGING SERVICES OTHER PROPERTY RELATED SERVICES											
6297	0001.5410.000.00.0000.000.00.552.030.5294.540.00	1	5410	552	30	5294	540	AGING SERVICES SOLID WASTE DISPOSAL											
6298	0001.5410.000.00.0000.000.00.552.030.5300.540.00	1	5410	552	30	5300	540	AGING SERVICES PROFESSIONAL & TECHNICAL	7,750.00	(250.00)	-3.13%		7,750.00	(250.00)	-3.13%	8,000.00	1,900.00	5,400.00	1,820.00
6299	0001.5410.000.00.0000.000.00.552.030.5303.540.00	1	5410	552	30	5303	540	AGING SERVICES P&T SEM & TRAIN	2,000.00				2,000.00			2,000.00	1,950.00	709.00	
6300	0001.5410.000.00.0000.000.00.552.030.5305.540.00	1	5410	552	30	5305	540	AGING SERVICES P&T SFTWR LIC FEE									380.00	4,665.00	1,360.00
6301	0001.5410.000.00.0000.000.00.552.030.5309.540.00	1	5410	552	30	5309	540	AGING SERVICES P&T LIC PROF											
6302	0001.5410.000.00.0000.000.00.552.030.5310.540.00	1	5410	552	30	5310	540	AGING SERVICES P&T LEGAL SVCS											
6303	0001.5410.000.00.0000.000.00.552.030.5311.540.00	1	5410	552	30	5311	540	AGING SERVICES ADVERTISING											
6304	0001.5410.000.00.0000.000.00.552.030.5340.540.00	1	5410	552	30	5340	540	AGING SERVICES COMMUNICATIONS											
6305	0001.5410.000.00.0000.000.00.552.030.5341.540.00	1	5410	552	30	5341	540	AGING SERVICES POSTAGE	2,850.00	(150.00)	-5.00%		2,850.00	(150.00)	-5.00%	3,000.00	1,200.00	1,157.16	43.75
6306	0001.5410.000.00.0000.000.00.552.030.5342.540.00	1	5410	552	30	5342	540	AGING SERVICES COMM - LANDLINE											
6307	0001.5410.000.00.0000.000.00.552.030.5343.540.00	1	5410	552	30	5343	540	AGING SERVICES COMM - CABLE/INTERNET											
6308	0001.5410.000.00.0000.000.00.552.030.5344.540.00	1	5410	552	30	5344	540	AGING SERVICES WIRELESS COMMUNICATIONS	6,000.00	1,750.00	41.18%		6,000.00	1,750.00	41.18%	4,250.00	3,954.62	1,205.76	
6309	0001.5410.000.00.0000.000.00.552.030.5345.540.00	1	5410	552	30	5345	540	AGING SERVICES PRINTING & MAILING	2,250.00				2,250.00			2,250.00	609.20	1,059.23	352.07
6310	0001.5410.000.00.0000.000.00.552.030.5347.540.00	1	5410	552	30	5347	540	AGING SERVICES LEGAL NOTICES											
6311	0001.5410.000.00.0000.000.00.552.030.5350.540.00	1	5410	552	30	5350	540	AGING SERVICES RECREATION	52,000.00				52,000.00			52,000.00	4,675.96	917.67	350.36
6312	0001.5410.000.00.0000.000.00.552.030.5380.540.00	1	5410	552	30	5380	540	AGING SERVICES OTHER SERVICES									474.80	263.54	
6313	0001.5410.000.00.0000.000.00.552.030.5410.540.00	1	5410	552	30	5410	540	AGING SERVICES ENERGY SUPPLIES											
6314	0001.5410.000.00.0000.000.00.552.030.5420.540.00	1	5410	552	30	5420	540	AGING SERVICES OFFICE SUPPLIES	3,000.00				3,000.00			3,000.00	3,261.99	4,502.19	2,000.00
6315	0001.5410.000.00.0000.000.00.552.030.5430.540.00	1	5410	552	30	5430	540	AGING SERVICES BUILD & EQUIP SUPPLIES											
6316	0001.5410.000.00.0000.000.00.552.030.5450.540.00	1	5410	552	30	5450	540	AGING SERVICES CUSTODIAL SUPPLIES											
6317	0001.5410.000.00.0000.000.00.552.030.5460.540.00	1	5410	552	30	5460	540	AGING SERVICES GROUNDSKEEPING SUPPLIES											
6318	0001.5410.000.00.0000.000.00.552.030.5480.540.00	1	5410	552	30	5480	540	AGING SERVICES VEHICLE SUPPLIES	2,500.00	(250.00)	-9.09%		2,500.00	(250.00)	-9.09%	2,750.00	73.80		
6319	0001.5410.000.00.0000.000.00.552.030.5481.540.00	1	5410	552	30	5481	540	AGING SERVICES GASOLINE/DIESEL	9,250.00	(250.00)	-2.63%		9,250.00	(250.00)	-2.63%	9,500.00	4,468.06	6,217.00	5,205.05

Cntrl	Account	FD	FU	DP	LN	OBJ	A	Description	FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6320	0001.5410.000.00.0000.000.00.552.030.5490.540.00	1	5410	552	30	5490	540	AGING SERVICES FOOD & SERVICE SUPPLIES	300.00				300.00			300.00		1,529.64	
6321	0001.5410.000.00.0000.000.00.552.030.5500.540.00	1	5410	552	30	5500	540	AGING SERVICES MEDICAL SUPPLIES	250.00	100.00	66.67%		250.00	100.00	66.67%	150.00			
6322	0001.5410.000.00.0000.000.00.552.030.5510.540.00	1	5410	552	30	5510	540	AGING SERVICES EDUCATIONAL SUPPLIES											
6323	0001.5410.000.00.0000.000.00.552.030.5530.540.00	1	5410	552	30	5530	540	AGING SERVICES PUBLIC WORKS SUPPLIES											
6324	0001.5410.000.00.0000.000.00.552.030.5580.540.00	1	5410	552	30	5580	540	AGING SERVICES OTHER SUPPLIES & EQUIPMENT	2,250.00				2,250.00			2,250.00	498.00	171.76	1,032.00
6325	0001.5410.000.00.0000.000.00.552.030.5690.540.00	1	5410	552	30	5690	540	AGING SERVICES GOVERNMENTAL CHARGES										164.00	173.00
6326	0001.5410.000.00.0000.000.00.552.030.5710.540.00	1	5410	552	30	5710	540	AGING SERVICES CONF IN-STATE	1,000.00				1,000.00			1,000.00		41.80	
6327	0001.5410.000.00.0000.000.00.552.030.5711.540.00	1	5410	552	30	5711	540	AGING SERVICES MILEAGE	1,000.00	(100.00)	-9.09%		1,000.00	(100.00)	-9.09%	1,100.00	166.80	327.32	
6328	0001.5410.000.00.0000.000.00.552.030.5720.540.00	1	5410	552	30	5720	540	AGING SERVICES CONF OUT-STATE									515.86		
6329	0001.5410.000.00.0000.000.00.552.030.5730.540.00	1	5410	552	30	5730	540	AGING SERVICES DUES & MEMBERSHIPS	1,500.00				1,500.00			1,500.00	2,949.52	200.00	1,299.60
6330	0001.5410.000.00.0000.000.00.552.030.5780.540.00	1	5410	552	30	5780	540	AGING SERVICES OTHER EXPENSES	500.00				500.00			500.00	398.00	974.37	225.00
6336	0001.5420.000.00.0000.000.00.552.030.5210.540.00	1	5420	552	30	5210	540	YOUTH AND FAMILY SERVICES ENERGY											
6337	0001.5420.000.00.0000.000.00.552.030.5211.540.00	1	5420	552	30	5211	540	YOUTH AND FAMILY SERVICES ELECTRIC											
6338	0001.5420.000.00.0000.000.00.552.030.5212.540.00	1	5420	552	30	5212	540	YOUTH AND FAMILY SERVICES OIL											
6339	0001.5420.000.00.0000.000.00.552.030.5213.540.00	1	5420	552	30	5213	540	YOUTH AND FAMILY SERVICES NATURAL GAS											
6340	0001.5420.000.00.0000.000.00.552.030.5230.540.00	1	5420	552	30	5230	540	YOUTH AND FAMILY SERVICES NON-ENERGY UTILITIES											
6341	0001.5420.000.00.0000.000.00.552.030.5240.540.00	1	5420	552	30	5240	540	YOUTH AND FAMILY SERVICES REPAIRS & MAINTENANCE											
6342	0001.5420.000.00.0000.000.00.552.030.5241.540.00	1	5420	552	30	5241	540	YOUTH AND FAMILY SERVICES R&M BUILDING											
6343	0001.5420.000.00.0000.000.00.552.030.5242.540.00	1	5420	552	30	5242	540	YOUTH AND FAMILY SERVICES R&M MEP											
6344	0001.5420.000.00.0000.000.00.552.030.5245.540.00	1	5420	552	30	5245	540	YOUTH AND FAMILY SERVICES HARDWARE MAINT AGREE											
6345	0001.5420.000.00.0000.000.00.552.030.5257.540.00	1	5420	552	30	5257	540	YOUTH AND FAMILY SERVICES R&M EQUIP											
6346	0001.5420.000.00.0000.000.00.552.030.5259.540.00	1	5420	552	30	5259	540	YOUTH AND FAMILY SERVICES R&M VEHICLES											
6347	0001.5420.000.00.0000.000.00.552.030.5270.540.00	1	5420	552	30	5270	540	YOUTH AND FAMILY SERVICES RENTAL & LEASES											
6348	0001.5420.000.00.0000.000.00.552.030.5275.540.00	1	5420	552	30	5275	540	YOUTH AND FAMILY SERVICES SOFTWARE LIC & USER FEES											
6349	0001.5420.000.00.0000.000.00.552.030.5290.540.00	1	5420	552	30	5290	540	YOUTH AND FAMILY SERVICES OTHR PROP REL SVCS											
6350	0001.5420.000.00.0000.000.00.552.030.5294.540.00	1	5420	552	30	5294	540	YOUTH AND FAMILY SERVICES SOLID WASTE DISPOSAL											
6351	0001.5420.000.00.0000.000.00.552.030.5300.540.00	1	5420	552	30	5300	540	YOUTH AND FAMILY SERVICES PROFESSIONAL & TECHNICAL	8,500.00				8,500.00			8,500.00	5,566.00	5,970.00	1,500.00
6352	0001.5420.000.00.0000.000.00.552.030.5303.540.00	1	5420	552	30	5303	540	YOUTH AND FAMILY SERVICES P&T SEM & TRAIN	1,800.00				1,800.00			1,800.00	1,043.00	3,408.97	654.99
6353	0001.5420.000.00.0000.000.00.552.030.5305.540.00	1	5420	552	30	5305	540	YOUTH AND FAMILY SERVICES P&T SFTWR LIC FEE	4,000.00	4,000.00			4,000.00	4,000.00					

Cntrl	Account	FD	FU	DP	LN	OBJ	A	Description	FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6354	0001.5420.000.00.0000.000.00.552.030.5309.540.00	1	5420	552	30	5309	540	YOUTH AND FAMILY SERVICES P&T LIC PROF											
6355	0001.5420.000.00.0000.000.00.552.030.5310.540.00	1	5420	552	30	5310	540	YOUTH AND FAMILY SERVICES P&T LEGAL SVCS											
6356	0001.5420.000.00.0000.000.00.552.030.5311.540.00	1	5420	552	30	5311	540	YOUTH AND FAMILY SERVICES ADVERTISING											
6357	0001.5420.000.00.0000.000.00.552.030.5340.540.00	1	5420	552	30	5340	540	YOUTH AND FAMILY SERVICES COMMUNICATIONS											
6358	0001.5420.000.00.0000.000.00.552.030.5341.540.00	1	5420	552	30	5341	540	YOUTH AND FAMILY SERVICES POSTAGE	1,000.00				1,000.00			1,000.00	230.90	325.21	254.76
6359	0001.5420.000.00.0000.000.00.552.030.5342.540.00	1	5420	552	30	5342	540	YOUTH AND FAMILY SERVICES COMM - LANDLINE											
6360	0001.5420.000.00.0000.000.00.552.030.5343.540.00	1	5420	552	30	5343	540	YOUTH AND FAMILY SERVICES COMM - CABLE/INTERNET											
6361	0001.5420.000.00.0000.000.00.552.030.5344.540.00	1	5420	552	30	5344	540	YOUTH AND FAMILY SERVICES WIRELESS COMMUNICATIONS	2,500.00	525.00	26.58%		2,500.00	525.00	26.58%	1,975.00	1,974.00	1,861.63	1,240.00
6362	0001.5420.000.00.0000.000.00.552.030.5345.540.00	1	5420	552	30	5345	540	YOUTH AND FAMILY SERVICES PRINTING & MAILING	400.00				400.00			400.00	38.50	200.00	115.50
6363	0001.5420.000.00.0000.000.00.552.030.5347.540.00	1	5420	552	30	5347	540	YOUTH AND FAMILY SERVICES LEGAL NOTICES											
6364	0001.5420.000.00.0000.000.00.552.030.5350.540.00	1	5420	552	30	5350	540	YOUTH AND FAMILY SERVICES RECREATION									750.00		
6365	0001.5420.000.00.0000.000.00.552.030.5380.540.00	1	5420	552	30	5380	540	YOUTH AND FAMILY SERVICES OTHER PURCHASED SERVICES											
6366	0001.5420.000.00.0000.000.00.552.030.5410.540.00	1	5420	552	30	5410	540	YOUTH AND FAMILY SERVICES ENERGY SUPPLIES											
6367	0001.5420.000.00.0000.000.00.552.030.5420.540.00	1	5420	552	30	5420	540	YOUTH AND FAMILY SERVICES OFFICE SUPPLIES	800.00				800.00			800.00	773.02	1,150.32	416.61
6368	0001.5420.000.00.0000.000.00.552.030.5430.540.00	1	5420	552	30	5430	540	YOUTH AND FAMILY SERVICES BUILD & EQUIP SUPPLIES											
6369	0001.5420.000.00.0000.000.00.552.030.5450.540.00	1	5420	552	30	5450	540	YOUTH AND FAMILY SERVICES CUSTODIAL SUPPLIES											
6370	0001.5420.000.00.0000.000.00.552.030.5460.540.00	1	5420	552	30	5460	540	YOUTH AND FAMILY SERVICES GRNDSKPG SUPPLIES											
6371	0001.5420.000.00.0000.000.00.552.030.5480.540.00	1	5420	552	30	5480	540	YOUTH AND FAMILY SERVICES VEHICLE SUPPLIES											
6372	0001.5420.000.00.0000.000.00.552.030.5481.540.00	1	5420	552	30	5481	540	YOUTH AND FAMILY SERVICES GASOLINE/DIESEL											
6373	0001.5420.000.00.0000.000.00.552.030.5490.540.00	1	5420	552	30	5490	540	YOUTH AND FAMILY SERVICES FOOD & SVC SUPPLIES	2,200.00				2,200.00			2,200.00	686.40	2,464.67	332.43
6374	0001.5420.000.00.0000.000.00.552.030.5500.540.00	1	5420	552	30	5500	540	YOUTH AND FAMILY SERVICES MEDICAL SUPPLIES											
6375	0001.5420.000.00.0000.000.00.552.030.5510.540.00	1	5420	552	30	5510	540	YOUTH AND FAMILY SERVICES EDUCATIONAL SUPPLIES											
6376	0001.5420.000.00.0000.000.00.552.030.5530.540.00	1	5420	552	30	5530	540	YOUTH AND FAMILY SERVICES PUBLIC WORKS SUPPLIES											
6377	0001.5420.000.00.0000.000.00.552.030.5580.540.00	1	5420	552	30	5580	540	YOUTH AND FAMILY SERVICES OTHR SUPPLIES & EQUIP	3,250.00				3,250.00			3,250.00	1,619.83	439.52	
6378	0001.5420.000.00.0000.000.00.552.030.5690.540.00	1	5420	552	30	5690	540	YOUTH AND FAMILY SERVICES GOVERNMENTAL CHGS	800.00				800.00			800.00	155.00	354.00	
6379	0001.5420.000.00.0000.000.00.552.030.5710.540.00	1	5420	552	30	5710	540	YOUTH AND FAMILY SERVICES CONF IN-STATE	1,500.00				1,500.00			1,500.00	323.00	98.50	10.00
6380	0001.5420.000.00.0000.000.00.552.030.5711.540.00	1	5420	552	30	5711	540	YOUTH AND FAMILY SERVICES MILEAGE	1,300.00				1,300.00			1,300.00	630.63	1,322.97	1,123.37
6381	0001.5420.000.00.0000.000.00.552.030.5720.540.00	1	5420	552	30	5720	540	YOUTH AND FAMILY SERVICES CONF OUT-STATE	3,000.00				3,000.00			3,000.00	459.19	1,414.01	
6382	0001.5420.000.00.0000.000.00.552.030.5730.540.00	1	5420	552	30	5730	540	YOUTH AND FAMILY SERVICES DUES & MEMBERSHIPS	1,000.00				1,000.00			1,000.00	276.00		

Cntrl	Account	FD	FU	DP	LN	OBJ	A	Description	FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6383	0001.5420.000.00.0000.000.00.552.030.5780.540.00	1	5420	552	30	5780	540	YOUTH AND FAMILY SERVICES OTHER EXPENSES									274.88		65.56
6389	0001.5430.000.00.0000.000.00.552.030.5210.543.00	1	5430	552	30	5210	543	VETERANS' SVCS ENERGY										500.00	
6390	0001.5430.000.00.0000.000.00.552.030.5211.543.00	1	5430	552	30	5211	543	VETERANS' SVCS ELECTRIC											
6391	0001.5430.000.00.0000.000.00.552.030.5212.543.00	1	5430	552	30	5212	543	VETERANS' SVCS OIL											
6392	0001.5430.000.00.0000.000.00.552.030.5213.543.00	1	5430	552	30	5213	543	VETERANS' SVCS NATURAL GAS											
6393	0001.5430.000.00.0000.000.00.552.030.5230.543.00	1	5430	552	30	5230	543	VETERANS' SVCS NON-ENERGY UTILITIES											
6394	0001.5430.000.00.0000.000.00.552.030.5240.543.00	1	5430	552	30	5240	543	VETERANS' SVCS REPAIRS & MAINT											
6395	0001.5430.000.00.0000.000.00.552.030.5241.543.00	1	5430	552	30	5241	543	VETERANS' SVCS R&M BUILDING											
6396	0001.5430.000.00.0000.000.00.552.030.5242.543.00	1	5430	552	30	5242	543	VETERANS' SVCS R&M MEP											
6397	0001.5430.000.00.0000.000.00.552.030.5245.543.00	1	5430	552	30	5245	543	VETERANS' SVCS HRDWR MAINT AGREE											
6398	0001.5430.000.00.0000.000.00.552.030.5257.543.00	1	5430	552	30	5257	543	VETERANS' SVCS R&M EQUIP											
6399	0001.5430.000.00.0000.000.00.552.030.5259.543.00	1	5430	552	30	5259	543	VETERANS' SVCS R&M VEHICLES											
6400	0001.5430.000.00.0000.000.00.552.030.5270.543.00	1	5430	552	30	5270	543	VETERANS' SVCS RENTAL & LEASES											
6401	0001.5430.000.00.0000.000.00.552.030.5275.543.00	1	5430	552	30	5275	543	VETERANS' SVCS SFTWR LIC & USER FEE											
6402	0001.5430.000.00.0000.000.00.552.030.5290.543.00	1	5430	552	30	5290	543	VETERANS' SVCS OTHR PROP REL SVCS	1,400.00				1,400.00			1,400.00		1,500.00	1,500.00
6403	0001.5430.000.00.0000.000.00.552.030.5294.543.00	1	5430	552	30	5294	543	VETERANS' SVCS SOLID WASTE DISPOSAL											
6404	0001.5430.000.00.0000.000.00.552.030.5300.543.00	1	5430	552	30	5300	543	VETERANS' SVCS PROF & TECH											
6405	0001.5430.000.00.0000.000.00.552.030.5303.543.00	1	5430	552	30	5303	543	VETERANS' SVCS P&T SEM & TRAIN											
6406	0001.5430.000.00.0000.000.00.552.030.5305.543.00	1	5430	552	30	5305	543	VETERANS' SVCS P&T SFTWR LIC FEE											
6407	0001.5430.000.00.0000.000.00.552.030.5309.543.00	1	5430	552	30	5309	543	VETERANS' SVCS P&T LIC PROF											
6408	0001.5430.000.00.0000.000.00.552.030.5310.543.00	1	5430	552	30	5310	543	VETERANS' SVCS P&T LEGAL SVCS											
6409	0001.5430.000.00.0000.000.00.552.030.5311.543.00	1	5430	552	30	5311	543	VETERANS' SVCS ADVERTISING											
6410	0001.5430.000.00.0000.000.00.552.030.5340.543.00	1	5430	552	30	5340	543	VETERANS' SVCS COMMUNICATIONS											
6411	0001.5430.000.00.0000.000.00.552.030.5341.543.00	1	5430	552	30	5341	543	VETERANS' SVCS POSTAGE	100.00				100.00			100.00	20.80	11.77	8.82
6412	0001.5430.000.00.0000.000.00.552.030.5342.543.00	1	5430	552	30	5342	543	VETERANS' SVCS COMM - LANDLINE											
6413	0001.5430.000.00.0000.000.00.552.030.5343.543.00	1	5430	552	30	5343	543	VETERANS' SVCS COMM - LANDLINE											
6414	0001.5430.000.00.0000.000.00.552.030.5344.543.00	1	5430	552	30	5344	543	VETERANS' SVCS WIRELESS COMMUNICATI											
6415	0001.5430.000.00.0000.000.00.552.030.5345.543.00	1	5430	552	30	5345	543	VETERANS' SVCS PRINTING & MAILING											
6416	0001.5430.000.00.0000.000.00.552.030.5347.543.00	1	5430	552	30	5347	543	VETERANS' SVCS LEGAL NOTICES											

Cntrl	Account	FD	FU	DP	LN	OBJ	A	Description	FY2022 DSR2 Request	BASE \$ Change from FY2021	BASE % Change	FY2022 DSR4 Request	FY2022 Total Request	Total \$ Change from FY2021	Total % Change	Budget 2021	Expenditures 2020	Expenditures 2019	Expenditures 2018
6417	0001.5430.000.00.0000.000.00.552.030.5350.543.00	1	5430	552	30	5350	543	VETERANS' SVCS RECREATION	500.00				500.00			500.00			
6418	0001.5430.000.00.0000.000.00.552.030.5380.543.00	1	5430	552	30	5380	543	VETERANS' SVCS OTHR PURCH OF SVCS											
6419	0001.5430.000.00.0000.000.00.552.030.5410.543.00	1	5430	552	30	5410	543	VETERANS' SVCS ENERGY SUPPLIES											
6420	0001.5430.000.00.0000.000.00.552.030.5420.543.00	1	5430	552	30	5420	543	VETERANS' SVCS OFFICE SUPPLIES	100.00				100.00			100.00			
6421	0001.5430.000.00.0000.000.00.552.030.5430.543.00	1	5430	552	30	5430	543	VETERANS' SVCS BUILD & EQUIP SUPPLI											
6422	0001.5430.000.00.0000.000.00.552.030.5450.543.00	1	5430	552	30	5450	543	VETERANS' SVCS CUSTODIAL SUPPLIES											
6423	0001.5430.000.00.0000.000.00.552.030.5460.543.00	1	5430	552	30	5460	543	VETERANS' SVCS GRNDSKPG SUPPLIES											
6424	0001.5430.000.00.0000.000.00.552.030.5480.543.00	1	5430	552	30	5480	543	VETERANS' SVCS VEHICLE SUPPLIES											
6425	0001.5430.000.00.0000.000.00.552.030.5481.543.00	1	5430	552	30	5481	543	VETERANS' SVCS GASOLINE/DIESEL											
6426	0001.5430.000.00.0000.000.00.552.030.5490.543.00	1	5430	552	30	5490	543	VETERANS' SVCS FOOD & SVC SUPPLIES											500.00
6427	0001.5430.000.00.0000.000.00.552.030.5500.543.00	1	5430	552	30	5500	543	VETERANS' SVCS MEDICAL SUPPLIES											
6428	0001.5430.000.00.0000.000.00.552.030.5510.543.00	1	5430	552	30	5510	543	VETERANS' SVCS EDUCATIONAL SUPPLIES											
6429	0001.5430.000.00.0000.000.00.552.030.5530.543.00	1	5430	552	30	5530	543	VETERANS' SVCS PUBLIC WORKS SUPPLIE											
6430	0001.5430.000.00.0000.000.00.552.030.5580.543.00	1	5430	552	30	5580	543	VETERANS' SVCS OTHR SUPPLIE & EQUIP	4,000.00				4,000.00			4,000.00	3,573.77	3,138.19	3,673.69
6431	0001.5430.000.00.0000.000.00.552.030.5690.543.00	1	5430	552	30	5690	543	VETERANS' SVCS GOVERNMENTAL CHGS	82,000.00	(500.00)	-0.61%		82,000.00	(500.00)	-0.61%	82,500.00	73,113.00	71,384.00	70,575.00
6432	0001.5430.000.00.0000.000.00.552.030.5710.543.00	1	5430	552	30	5710	543	VETERANS' SVCS CONF IN-STATE											
6433	0001.5430.000.00.0000.000.00.552.030.5711.543.00	1	5430	552	30	5711	543	VETERANS' SVCS MILEAGE	100.00				100.00			100.00			
6434	0001.5430.000.00.0000.000.00.552.030.5720.543.00	1	5430	552	30	5720	543	VETERANS' SVCS CONF OUT-OF-STATE											
6435	0001.5430.000.00.0000.000.00.552.030.5730.543.00	1	5430	552	30	5730	543	VETERANS' SVCS DUES & MEMBERSHIPS	60.00				60.00			60.00			
6436	0001.5430.000.00.0000.000.00.552.030.5770.543.00	1	5430	552	30	5770	543	VETERANS' SVCS VETERANS' BENEFITS	45,000.00	(3,000.00)	-6.25%		45,000.00	(3,000.00)	-6.25%	48,000.00		25,000.00	28,500.00
6437	0001.5430.000.00.0000.000.00.552.030.5780.543.00	1	5430	552	30	5780	543	VETERANS' SVCS OTHER EXPENSES											

Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
1	Bottling Permit	\$500	Annual	M.G.L., Chapter 111, Section	March 2020
2	Food service-less than 50 seats, retail 1500-3000 sq. ft.	\$250	Annual	M.G.L., Chapter 111, Section 31	March 2020
3	Food Service-more than 50 seats, retail 3000-6000 sq. ft.	\$450	Annual	M.G.L., Chapter 111, Section 31	March 2020
4	Food Service-150-250 seats, retail 6000-10,000 sq. ft.	\$550	Annual	M.G.L., Chapter 111, Section 31	March 2020
5	Food Service-more than 250 seats	\$650	Annual	M.G.L., Chapter 111, Section 31	March 2020
6	Mobile Food; food prep or PHF's; small; retail less than 1500 sq. ft.	Note	Annual	M.G.L., Chapter 111, Section 31	March 2020
7	Food Plan Review	\$225	Annual	M.G.L., Chapter 111, Section 31	March 2020
8	Food Service – Catered Feeding Location	\$175	Annual	M.G.L., Chapter 111, Section 31	March 2020
9	Food - Prepackaged (no refrigeration); very limited retail; no coffee; good compliance record	\$75	Annual	M.G.L., Chapter 111, Section 31	March 2020
10	Food - Prepackaged (refrigeration); limited retail; mobile prepackaged	\$125	Annual	M.G.L., Chapter 111, Section 31	March 2020
11	Food – Retail more than 10,000 sq. ft	\$750	Annual	M.G.L., Chapter 111, Section 31	March 2020
12	Food – Temporary/one day event	\$30	One time fee	M.G.L., Chapter 111, Section 31	Unknown
13	Food – Farmers market/seasonal	Note	Annual	M.G.L., Chapter 111, Section 31	March 2020
14	Hauler Truck – septic, grease, rubbish	\$150	Annual	Article 2- Regulation for Disposal of Refuse	March 2020
15	Hotel/Motel	\$200	Annual	M.G.L., Chapter 111, Section 31	March 2020
16	Marijuana Plan review (dispensary site)	\$1000	One time fee	Article 20- Regulation to	March 2020

Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
				Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	
17	Marijuana Plan review (cultivation/processing site)	\$1000	One time fee	Article 20- Regulation to Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	March 2020
18	Marijuana Plan review (storage disposal)	\$1000	One time fee	Article 20- Regulation to Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	March 2020
19	Marijuana Plan review (continuity of	\$0	One time	Article 20-	March 2020

Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
	business/continuity of operations		fee	Regulation to Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	
20	Marijuana Plan review (security)	\$0	One time fee	Article 20- Regulation to Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	March 2020
21	Registered Marijuana Dispensary	\$2500	Annual	Article 20- Regulation to Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	March 2020

Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
22	Marijuana Home Cultivation	\$150	Annual	Article 20-Regulation to Ensure the Sanitary and Safe Operations of Registered Marijuana Dispensaries and the Sale of Marijuana to Persons with Documented Medical Needs	March 2020
23	Medical Waste Hauler	\$100	Annual	Article 2-Regulation for Disposal of Refuse	March 2020
24	Non-Profit	50%	One time or Annual	M.G.L., Chapter 111, Section 31	March 2020
25	Disposal of Sharps	\$100	Annual	M.G.L., Chapter 111, Section 31	March 2020
26	Public/semi public pool – Plan review	\$250	One time fee	M.G.L., Chapter 111, Section 31	March 2020
27	Public/semi public – seasonal permit	\$175	Annual	M.G.L., Chapter 111, Section 31	March 2020
28	Public/semi public pool – annual permit	\$250	Annual	M.G.L., Chapter 111, Section 31	March 2020
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Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
1	Swimming Pool – variance initial application	\$150	One time fee	M.G.L., Chapter 111, Section 31	March 2020
2	Swimming pool – variance renewal	\$75	Annual	M.G.L., Chapter 111, Section 31	March 2020
3	Indoor Tanning – establishment	\$500	Annual	Article 21-Regulation of Indoor Tanning Facility	March 2020
4	Indoor Tanning – each booth	\$250	Annual	Article 21-Regulation of Indoor Tanning Facility	March 2020
5	Septic Installer's permit & test	\$250/125	One time fee	M.G.L., Chapter 111, Section 31	March 2020
6	Septic Installer's test	\$50	Every two years	M.G.L., Chapter 111, Section 31	March 2020
7	Soil application (less than 2 hours)	\$425	One time fee	M.G.L., Chapter 111, Section 31	March 2020
8	Soil application (each additional hour 2 initial hours)	\$75	One time fee	M.G.L., Chapter 111, Section 31	March 2020
9	Septic Plan review	\$275	One time fee	M.G.L., Chapter 111, Section 31	March 2020
10	Addition to home with Septic	\$75	One time fee	M.G.L., Chapter 111, Section 31	March 2020
11	Deed restriction	\$125	One time fee	M.G.L., Chapter 111, Section 31	March 2020
12	Additional Plan Reviews for septic design	\$50	One time fee	M.G.L., Chapter 111, Section 31	March 2020
13	Septic construction permit	\$350	One time fee	M.G.L., Chapter 111, Section 31	March 2020
14	Excavation & trench permit	\$50	One time fee	Article 18-Excavation and Trench Safety	March 2020
15	Construction permit – minor system repair	\$125	One time fee	M.G.L., Chapter 111,	March 2020

Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
				Section 31	
16	Septic variance request	\$150	One time fee	M.G.L., Chapter 111, Section 31	March 2020
17	Tobacco Permit to sell	\$700	Annual	Article 1-Regulation Affecting Smoking and the Sale and Distribution of Tobacco Products in Needham	March 2020
18	Vaccine administration fee: clinics (per shot)	\$10	One time fee	M.G.L., Chapter 111, Section 31	March 2020
19	Well application – irrigation	\$225	One time fee	M.G.L., Chapter 111, Section 31	March 2020
20	Well application – geothermal	\$225	One time fee	M.G.L., Chapter 111, Section 31	March 2020
21	Well application – site visit to well per hour	\$75	One time fee	M.G.L., Chapter 111, Section 31	March 2020
22	Woodburning boiler permit	\$100	Annual	M.G.L., Chapter 111, Section 31	March 2020
23	Beaver Removal Permit	\$75	One time fee	M.G.L. Chapter 111, Section 31	March 2020
24	Pre-Residency Housing Inspection	\$75	One time fee	M.G.L. Chapter 111, Section 31	March 2020
25	Food Service – Residential Kitchen	\$125	Annual	M.G.L. Chapter 111, Section 31	March 2020
26	Food Service – 1,500-3,000 Square Feet	\$250	Annual	M.G.L. Chapter 111, Section 31	March 2020
27	Food Service – 3,000-6,000 Square Feet	\$450	Annual	M.G.L. Chapter 111, Section 31	March 2020
28	Food Service – 6,000-10,000 Square Feet	\$550	Annual	M.G.L. Chapter 111, Section 31	March 2020
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Schedule of Fees and Charges

Department		Health & Human Services – Public Health Division			
	Description	Rate	Frequency	Authority	Last Reviewed
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Schedule of Fees and Charges

Department		Health & Human Services – Aging Services			
	Description	Rate	Frequency	Authority	Last Reviewed
1	Scott Brumit – Tai Chi	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
2	Steve Cadigan – Train the Brain	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
3	Steve Cadigan - Arthritis Exercise	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
4	Lisa Karger - Barre	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
5	Steve Cadigan - Arthritis Exercise	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
6	Hsiu-Hui Chen – NIA	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
7	Hsiu-Hui Chen – Line Dancing	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
8	Betty Hood – Ballroom Dancing/Hustle	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
9	Lisa Karger - Pilates	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
10	Beth Knaus – Creative Writing	Free	Per Class	Council on Aging Board of Directors	10/22/2020
11	Michelle Lawlor – Yoga	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
12	Adrienne Lederman – Printmaking/Drawing	\$20.00	Per Class	Council on Aging Board of Directors	10/22/2020
13	Sandra Levy – Yoga	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
14	Chris Morrison - Zumba	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
15	Pearl Pressman – Strength Training	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
16	Pearl Pressman – Weight Management	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
17	Randy Sharek - the Brain Train	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
18	Randy Sharek- Arthritis Exercise	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
19	Steve Cadigan - the Brain Train	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
20	Randy Sharek - Arthritis Exercise Ball	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
21	Carol Wein – Technology Classes	\$15.00	Per Class	Council on Aging Board of Directors	10/22/2020

Schedule of Fees and Charges

Department		Health & Human Services – Aging Services			
	Description	Rate	Frequency	Authority	Last Reviewed
22	Marjorie Wein – Technology Classes	\$15.00	Per Class	Council on Aging Board of Directors	10/22/2020
23	Lisa Karger – Gentle Fitness	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
24	Lisa Cadigan – Band Class	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
25	Lisa Cadigan – Circuit Training	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
26	Steve Cadigan - PITT Exercise Program	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
27	Fitness Room	\$25.00	Monthly	Council on Aging Board of Directors	10/22/2020
28	Lunch Bunch	\$5.00	Per Session	Council on Aging Board of Directors	10/22/2020
29	Beaded Jewelry Class	\$5.00	Per Class	Council on Aging Board of Directors	10/22/2020
30	Betty Hood- Ballroom Dancing/Waltz	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
31	Lulu Tasai - Zumba	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
32	Laila Vehvilainen – Exercise with Ease	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
33	Laila Vehvilainen – Balance Posture Core	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
34	Debbie Mairbor – Now Hear This	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
35	Lisa Karger – Gentle Fitness	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
36	Hsiu-Hui Chen – Dance Fitness	\$8.00	Per Class	Council on Aging Board of Directors	10/22/2020
37	Val Walker – Word Games & Poets Alive	Free	Per Hour	Council on Aging Board of Directors	10/22/2020
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Schedule of Fees and Charges

Department		Health & Human Services – Youth & Family Services			
	Description	Rate	Frequency	Authority	Last Reviewed
1	Employment Listings	\$10	Per list	Youth Commission	2018
2	Peer Tutor	\$45	Per year	Youth Commission	2018
3	Family Fun Night	\$25	Per night	Youth Commission	New
4	Wilderness	\$25-35	Per program	Youth Commission	new
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Town sees 'sharp rise' in COVID cases

Household clusters blamed

Trevor Ballantyne
Wicked Local
USA TODAY NETWORK

While most of the Massachusetts public waits for more information about the COVID-19 vaccine rollout, the highly infectious disease continues to spread at a rapid clip.

Public health officials counted another 5,545 confirmed new cases last Thursday, Jan. 14, plus 410 more probable cases, alongside 101,413 tests. The Department of Public Health estimated 91,396 residents were currently ill with an active case of the respiratory illness, a figure slightly smaller than the population of Lynn.

Signs of hope, however, appeared over the weekend and Monday as daily case totals fell several days in a row.

Last Thursday, twenty-one more hospital patients had confirmed cases of COVID-19 than in Wednesday's report, though the total count of 2,226 is down slightly from the 2,311 recorded one week ago. Of those still in the hospital, 454 are in intensive care units and 294 are intubated.

Needham COVID-19 case numbers

The weekly COVID-19 case dashboard released by the state's Department of Public Health on Jan. 14 showed Needham's

See CASES, A2



Needham Public Health Nurse Hanna Burnett drew up more COVID-19 vaccines at the Rosemary Recreation Complex in Needham Jan. 11. WICKED LOCAL

A2 Thursday, January 21, 2021 **NEEDHAM TIMES**

CASES

From Page A1

cumulative case count reached 1,045, an increase of 119 from the week prior.

There are 227 Massachusetts cities and towns registered in the red in the state's spotlight risk assessment system.

Needham remains in the yellow with a 14-day 52.3 average daily incidence rate, per 100,000 people, and a 3.95% percent positivity rate; both indicators increased over the week prior.

A dashboard available on the school district's website shows Needham Public Schools added nine confirmed coronavirus cases among students and staff in five of its 10 school buildings from Jan. 7-13.

Needham's local health data shows "a sharp rise in cases over the last several weeks is largely attributable to household spread. In December, there were 62 case clusters identified in households," according to a pandemic response update posted to the town's website on Thursday.

According to the town's update, "a household 'cluster' is two or more confirmed cases identified at the same address with COVID-19 infection within 28 days of each other, and who are not associated with another cluster."

"It is important that people continue to wear masks and keep their distance in order to help stop the spread of the virus," the update said.

Vaccine rollout frustrates local officials

Also important, according to town officials in Needham and across the state, is that Massachusetts residents understand local health boards do not have the ability to vaccinate individuals or groups outside of

the state-approved list of recipients.

Last week, first responders in Needham and surrounding towns began receiving shots. On Jan. 18, vaccine distribution will begin in congregated care settings as the next group in Phase 1 of the state's plans.

Massachusetts has so far administered roughly one-third of the vaccines it has received from the federal government, according to U.S. Centers for Disease Control data, a rate that puts it in the middle of the pack among states, the State House News Service reported Thursday.

"Frustration about the pace has reached elected officials on Cape Cod, who say they have received numerous calls asking why Massachusetts has yet to start vaccinating older adults as other states have or when exactly future phases will begin," the report noted.

Speaking by phone on Thursday, Needham's public information officer, Cyndi Roy Gonzalez, described the challenging work of distributing the vaccines under the state's guidance and said it can be complicated by residents arriving at the Needham Public Health offices hoping to receive a vaccine only to be turned away.

"Currently, Needham Public Health is ONLY

This article includes reporting from the State House News Service.

Health officials see Needham COVID trends 'going in the wrong direction'

By Trevor Ballantyne

Wicked Local

USA TODAY NETWORK

According to the state's Department of Public Health report released on Dec. 31, there have been 838 cases of the coronavirus identified among Needham residents; with 122 cases added between Dec. 14 and Dec. 29.

Speaking ahead of the Christmas holiday, Public Health Director Timothy McDonald provided an update on the town's COVID-19 response in a meeting of the Select Board.

Showing a list of cities and towns, and counties, in Massachusetts, McDonald said the health department uses the communities to provide context for Needham's COVID risk in order to inform decision making, "as part of a process rather than a specific red line somewhere."

Boston, Framingham, Newton, and Dedham are included; along with Norwood and Suffolk, Norfolk, and Middlesex County.

"Needham is doing fairly well in comparison to many of the surrounding communities, but the trends are going in the wrong direction," McDonald said.

Those trends include a rising positivity rate, which the health director said can be seen as a leading indicator for case growth a week after an increase, followed by an uptick in hospitalizations a week after that.

As of Dec. 12, Needham had the second-lowest positivity rate among the comparison communities; 2.15 percent according to the DPH data; while Newton had a 1.33 percent positivity rate.

The latest DPH data released on Dec. 30 showed a 2.77 positivity rate in Needham compared to a 2.09 percent rate in Newton; both towns are listed in the "yellow" risk category.

McDonald also pointed to an increase in the town's average daily incidence rate, calculated per 100,000

residents. On Oct. 22 DPH data showed a 2.2 incidence rate in Needham compared to a 29.8 rate as of Dec. 30.

Discussing the recent increase in cases identified between mid-November and the week before Christmas, McDonald said "a lot of Needham's case growth" was driven by individuals in the 19 to 34 age bracket.

"There were a number of people who came home who were in their 20's from different parts of the country and unfortunately were COVID positive in Massachusetts and they managed to infect a family member, household contact," McDonald explained.

Generally defined as two cases branching off of an initial infection, clusters are driving new case growth statewide and locally, McDonald said. He pointed to a chart showing Needham

clusters driven by indoor gatherings, sports, and congregate care centers; but not in public schools.

"That doesn't mean that there have not been any school-age cases, there have been, there have been plenty, but in almost all cases [the individuals infected] have engaged in some type of activity that is much higher risk than what they have been doing in school," McDonald said.

"I think that is reassuring to me, the superintendent, and to a lot of people because it says that these safety measures that have been put in place...have really made a difference," he added.

Baker announces new COVID restrictions

Following the spike in cases in Massachusetts after the Thanksgiving holiday,

Gov. Baker announced on temporary limits on public and private gatherings and business capacity limits.

The new safety restrictions commenced at 12:01 a.m. on Dec. 26, and will be in place for at least two weeks.

Restaurants, businesses, casinos, office spaces, places of worship, fitness centers, and many other industries will have seating capacity reduced to 25%, the announcement said. The new restrictions will be in place for at least two weeks and reduce the gathering limit across the Commonwealth to 10 people indoors and 25 people outdoors.

Statewide COVID-19 report

The following is a report from the State House News Service published Dec. 30, 2020.

The state's seven-day average positive test rate jumped from 7.58 percent as of Tuesday to 8.44 percent as of Dec. 29, an increase of more than 11 percent on a day that the Department of Public Health reported 6,135 new cases of COVID-19 and more than 100 recent deaths.

The state's cumulative case count climbed to 352,558 people and the death toll rose to 12,338 people who died with confirmed or likely cases of COVID-19. The state has processed more than 10.8 million COVID-19 tests this year.

There were 2,257 with COVID-19 hospitalized as of 3 p.m. Tuesday, DPH said Wednesday. That represents a decrease of two patients from Monday. Of those hospitalized with COVID-19, 433 people are being treated in an intensive care unit,

including 231 people who require the help of a ventilator to breathe.

DPH's report Wednesday also revealed that the hospitalized population is getting older. As of last week, the average age of a person hospitalized with COVID-19 in Massachusetts was 69.

This week, DPH said, it is 73. And the tests are taking longer to come back, too. Last week, the 14-day average turnaround time was 2.9 days, this week it is 3.1 days.

Statewide, about 3,256 of the 11,228 hospital beds that could be staffed within 24 hours remain available, representing about 29 percent available capacity. In ICUs, 353 of the 1,472 available ICU beds were available, representing about 24 percent available capacity.

SALSA presents 84 Movement workshop

Recently, local youth from Needham's chapter of The 84 Movement, Students Advocating Life without Substance Abuse (SALSA), presented a workshop at The 84 Movement's virtual Youth Power Summit (YPS) on the need for better education, resources, programs and policies around vaping, including support for youth in making vape quit attempts. The group talked about their initiatives at Needham High

School and strategies for developing similar programs. The 84 Movement is a youth-led movement fighting for a tobacco-free generation in Massachusetts. It is funded by the Massachusetts Tobacco Cessation and Prevention Program, a program of the Massachusetts Department of Public Health. The presenters were Luca Mancino, Sabinna Agualimpia, Jillian Flueckiger, and Olivia Alper.

SPAN announces Needham parent Al-anon meeting

Substance Prevention Alliance of Needham (SPAN) has announced an Al-anon meeting for parents who have a child navigating addiction. This is a new open-speaker style meeting, and all are welcome. Weekly meetings will be on Mondays from 7 – 8:30 p.m. via Zoom.

The Zoom link is [https://zoom.](https://zoom.us/j/99289460651)

[us/j/99289460651](https://zoom.us/j/99289460651). Meeting ID is: 992 8946 0651. The password is 441337.

Alternatively, individuals may dial in by phone at (929-205-6099).

For more information, contact Sandra at srizkallah@comcast.net.

For more information about Al-anon, visit: <https://ma-al-anon-alateen.org/>.

'Relief' as COVID vaccination progresses

Trevor Ballantyne
Wicked Local

All 60 residents of the Pines Edge Skilled Nursing Facility at North Hill received their first COVID-19 shot on Sunday, along with most of the 150 staff at the Needham facility.

Speaking by phone on Monday, North Hill President and CEO Ted Owens said the vaccine doses were produced by Pfizer and secured through CVS more than six weeks ago. A team from the national pharmacy chain arrived at North Hill Jan. 3 to administer the first of two vaccine doses, and Owens said they will return on Jan. 24 to give the same individuals their second shot.

The visit by the CVS team to North Hill came less than a week after Gov. Charlie Baker announced vaccine distribution would begin for residents and staff in long-term care settings across the state, signaling the start of the second step in the first phase of the state's vaccine rollout plans.

Under that timeline, residents, and staff of long-term care facilities, where 60.2% of the 12,341 confirmed COVID-19 deaths in the state have occurred as of Dec. 31, are prioritized to receive their first shots after clinical and non-clinical healthcare workers providing direct and COVID-facing care; and before first responders, including police, fire, and EMT personnel.

At another skilled-nursing facility in Needham, the Briarwood Rehabilitation & Healthcare Center, a spokesperson contacted on Tuesday said residents and staff will begin receiving vaccinations for COVID-19 supplied by Walgreens on Jan. 8.

Vaccinations for first responders next week

During a Dec. 28 call between DPH and local health boards, Needham Public Health Director Timothy McDonald said local

VACCINE

From Page A1

officials learned they would assist with first responder vaccinations efforts scheduled to begin in the week of Jan. 11.

After that, the exact plans for the local health board during the coming stages of vaccinations remain tentative; as McDonald wrote in an email, "the shortages in the number of vaccines the [federal government] have been providing to states has caused significant challenges and disrupted some of the early state planning efforts."

On Dec. 18, days after the first doses of Pfizer's COVID vaccine arrived in Massachusetts, Gov. Charlie Baker expressed frustration after the federal government told the state it would receive a smaller allocation than health officials originally expected.

"I expected the rollout would be bumpy, and it certainly lived up to my expectations with respect to that," Baker told reporters at a press conference last week.

Massachusetts health officials reported 78,643 COVID vaccine shots administered statewide as of Dec. 31 -- the data is contained in a new vaccine-centric data dashboard published weekly by the Department of Public Health, DPH.

Beginning in February, the state's second phase in the distribution timeline makes vaccines available to individuals who are at high risk for COVID-19 complications followed by groups including grocery, utility, public works, and early education workers; then, adults over the age of 65.

Phase Three makes the vaccine available to the rest of the general public in April, according to the state's timeline.

Amid the largest rollout of a vaccination program in U.S. history, Baker signaled the state was still on track to meet its distribution timeline and expected the volume of vaccination shots to ramp up in January.

"Then, our big challenge is going to be making sure that we have the capacity in the places and spaces we need it in in Massachusetts, to actually deliver the 'last mile', which is the actual shot in the arm -- twice -- for the people who are eligible for the

vaccine," Baker said.

'Relief' as vaccinations progress

On Dec. 21, four days after vaccinations began at Beth Israel Needham 253 employees at the hospital had reached the proverbial "the last mile" described by the governor.

The Director of Healthcare Quality and Patient Safety at BDI-Needham, Connie Crowley Ganser reflected on the initial stages of the hospital's vaccination efforts she is tasked with organizing.

A registered nurse with over 35 years of experience in managing infection control programs in the Beth Israel Lahey Health network and at Boston Children's Hospitals, Crowley Ganser said staffing the vaccination clinics presented an initial challenge; but within a week's notice, her team set up operations and coordinated across hospital departments at a time when resources are strained toward direct patient care.

"I think all healthcare providers across the state are quite busy right now," said Crowley Ganser, speaking by phone ahead of the Christmas holiday.

"It's wintertime, so we are busy in general, it's not all patients with COVID, it's just always a busy time with all of the other flus and illnesses that are more common in the winter," she added.

During three to four-hour-long vaccination clinics, the hospital director said nurses administer about 15 shots per hour; on Dec. 16, she said her team gave over 65 shots.

Emphasizing that "even with the vaccine, we can't let our guard down," Crowley Ganser also expressed relief with the beginning of vaccine distributions, saying there "is finally a glimmer of hope at the end of the tunnel of this pandemic."

"I think what's worth mentioning is just the joy people have felt," she said, adding that she was among hospital staff who had received a shot.

"I feel that relief that I think a number of my colleagues have expressed as we vaccinated them."

"I think everybody is realistic that this is still going to take time, it's going to take time to get vaccine throughout the general public, but we are making great progress."