



Needham Board of Health



AGENDA

Friday April 16, 2021

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

Zoom Meeting ID: 812-5553-0702

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 April 16, 2021 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/81255530702?pwd=dGVVTCtQMmdXUTBmVWhzVTZzMHNhUT09). At the above date and time, click on "Join a Meeting" and enter the meeting ID 812-5553-0702 or click the link below to register:

<https://us02web.zoom.us/j/81255530702?pwd=dGVVTCtQMmdXUTBmVWhzVTZzMHNhUT09>

- **9:00 to 9:05 – Welcome & Review of Minutes (March 11th, March 26th)**
- **9:05 to 9:25 – Staff Reports (March)**
- **9:25 to 9:45 – COVID-19 Update and Discussion**
- **9:45 to 9:55 – HHS Department's Draft Policy on Racial and Health Equity**
- **9:55 to 10:05 – Needham Unites Against Racism Initiative (NUARI) Vision Statement, Guiding Principles, and Intentional Practices**
- **10:05 to 10:10 – Community Events and Business Guidance**
- **10:10 to 10:15 – Community Health Needs as part of MA DPH DoN Process**
- **10:15 to 10:20 – HHS Department Annual Report**
- **10:20 to 10:25 – Norfolk County Mosquito Control District Spring Activities**
- **10:25 to 10:30 – Public Health Division's Regulatory Update Policy**
- **Other Items**
- **Next BOH meetings**
 - **COVID-focused Meeting** **4/28/2021** **6:00 – 7:00 p.m.**
 - **Regular Monthly Meeting** **5/14/2021** **9:00 – 10:30 a.m.**
 - **COVID-focused Meeting** **5/27/2021** **9:00 – 10:00 a.m.**
- **Adjournment**

(Please note that all times are approximate)



NEEDHAM PUBLIC HEALTH DIVISION



Board of Health Meeting Minutes Regular Meeting DRAFT

Date: March 11, 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 Public Health; Carol Read; Diana Acosta; Karen Shannon; Lynn Schoeff; Dawn Stiller; Maryanne Dinell; and Mary Fountaine. Also in attendance was D. J. Wilson, Massachusetts Municipal Association

Call to Order

Dr. Brown called the meeting to order at 6:00PM and initiated roll call. Present were Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y and Dr. Partridge-Y.

The meeting is being conducted remotely using Zoom consistent with Governor Baker's March 12th 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.

Approval of Minutes – February 12 and February 24, 2021

Upon motion duly made by Ms. Mathews and seconded by Dr. Partridge, it was unanimously voted to approve the above sets of minutes as amended. Dr. Brown-Y, Dr. Cosgrove-Y (arrived late), Dr. Epstein-Y, Ms. Mathews-Y and Dr. Partridge-Y. Motion passed 5-0.

Discussion of Tobacco Regulation, Site Revisions and Adoption of Site Fines

Ms. Gurge noted that the tobacco regulations had been revised in accordance with the recommendations of D. J. Wilson of the Massachusetts Municipal Association (see attached regulation.)



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Revise Article 1: Regulation Affecting Smoking and the Sale and Distribution of Tobacco Products in Needham

Dr. Brown announced that this hearing is being conducted to discuss the revisions to the above Article 1. Mr. Wilson highlighted the following revisions:

Violations

Violations result in both state *and* local suspensions.

Rolling Paper

Mr. Wilson noted that up until 2018 cities and towns were prohibited from regulating rolling paper. Discussion ensued on whether to ban all rolling papers or flavored papers only. Dr. Partridge noted that from the public health rationale and to be consistent with current regulations on non-flavored cigarette sales, flavored papers only be banned.

Following discussion and upon motion duly made by Dr. Epstein and seconded by Dr. Cosgrove, it was unanimously voted to adopt the revision with regard to flavored rolling papers. Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y and Dr. Partridge-Y. Motion passed 5-0.

Discussion also ensued on revisions made to the nicotine content of electronic nicotine delivery systems and the adult only retail stores.

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Epstein, it was unanimously voted to approve all revisions to the tobacco regulations as presented by Mr. Wilson. Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y and Dr. Partridge-Y. Motion passed 5-0.

At 6:20PM a motion was made by Dr. Cosgrove and seconded by Ms. Mathews to close the public hearing. Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y and Dr. Partridge-Y. Motion passed 5-0.

Staff Reports

COVID-19 Update – Timothy McDonald

Mr. McDonald reported that Taleb Abdelrahim continues to train crucial Medical Reserve Corp volunteers as well as volunteers from Aging Services and Park and Recreation (see attached report.) With the closing of the vaccination clinics, volunteers are utilized answering the high volume of telephone calls to Aging Services, as well as initiating calls to elders on the Friendly Caller Program.

Mr. McDonald also reported that he is meeting tomorrow with the Assistant Commissioner of Public Health about the possibility of Needham leading a vaccine dispensary partnership. Because Needham is within 45 minutes of three mass vaccination sites, it may be challenging to achieve the regional partnership status, but Mr. McDonald will continue to advocate for it. Dr. Cosgrove suggested Mr. McDonald also advocate for teachers to be vaccinated.



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Substance Abuse Prevention Alliance of Needham (SPAN) – Karen Shannon

Ms. Shannon reported she continues to promote the vaping cessation program. With the assistance of SALSA students, cessation program flyers were posted at the high school. The flyer has also been translated into Spanish, Portuguese and Russian and will be made available to help ensure accessibility to the program. New vaping education is being integrated into the Wellness curriculum. Sixth grade students are receiving an online unit which includes several educational videos from Scholastic; the unit includes pre- and post- surveys. Ninth grade students will participate in a new online vaping unit produced by Everfi. The February mid-year grant report was submitted to Metro West Health Foundation.

On February 11, the SPAN Parent Action Team co-hosted a virtual event for middle-school parents, “Navigating Screen Time, Digital Socializing, and Parenting during COVID-19,” with guest speaker Dr. Jill Walsh. The event was attended by one-hundred and seventy parents. Two Needham High School students who are part of SALSA (Students Advocating Life Without Substance Abuse) attended a virtual leadership forum through the Community Anti-Drug Coalitions of America (CADCA), which included meetings with state legislators Senator Edward Markey and Representative Jake Auchincloss.

Regional Substance Abuse Prevention Collaborative (SAPC) – Carol Read

Ms. Read expressed gratitude to be able to assist in the operation of the COVID vaccine clinics. Since there was no capacity for vaccination in Medfield, she was happy that residents had the option of the Needham clinic.

Travelling Meals – Maryanne Dinell

Ms. Dinell reported that the number of meals delivered was up in March. Summer staff will be hired to handle the expected demand.

Environmental Health – Tara Gurge and Diana Acosta

Ms. Gurge reported that the FDA grant will accommodate the hiring of an intern in May.

The resumption of outdoor dining will require the assessment of protocol by various town departments and the final approval of the Select Board. Jersey barriers are required around the perimeter of the tables as well as continued maintenance of appropriate distance between tables.

An increase in septic and well permits has been seen due to an increase in property sales. Ms. Gurge and Ms. Acosta continue to work with Terry Wolfson of the IT Dept. in developing additional online permit applications, and with Ms. Schoeff on updating the well regulations.

Ms. Gurge reached out to the owner of 169 St. Mary’s St. to set up a site visit with representatives of the Select Board, Building Commissioner and Board of Health. The purpose is to observe progress being made on the exterior removal of items stored at the property.



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Ms. Acosta reported an increase in housing issues. A visit, along with a representative from the Housing Authority, is planned at the property with regard to tenant complaint of bedbugs and verification of pest control. She noted that more tenant housing complaints are arising due to more folks being COVID-homebound.

Ms. Acosta also noted an increase in inquiries on outdoor pool reopening guidance due to the pandemic. Since the state has not updated the regulations, COVID pool protocols from last year will remain. Park and Recreation is planning to open pools in mid-June. Updated state regulations on outdoor pools are expected.

Ms. Acosta is processing tent permits.

Ms. Gurge reported that signage will be posted at clinics with advice about wearing masks and maintaining social distance even after vaccination.

Ms. Acosta reported an increase in inquiries on camps. The regulations will remain the same as last year until the state determines if there are to be revisions.

A body art inquiry has been received from Just Be. The beauty salon has inquired about offering microblading services and has provided the documentation of the required technician's training (at least 2 years apprenticeship.) Ms. Acosta said that she is waiting for a statement from the MA Board of Cosmetology confirming no variance is needed to offer this service, and that separate entrances are no longer required. The owner needs to submit a layout of the salon that shows a separate room for the service.

COVID-19 Update – Timothy McDonald

Mr. McDonald presented the report on COVID-19 data for the month of February. See attached PowerPoint presentation for detailed information on the following data:

- a) Daily and cumulative cases
- b) February cases
- c) Age and gender breakdown
- d) Monthly confirmed cases by age group
- e) Monthly confirmed cases by gender
- f) February cases – children and young adults
- g) Age breakdown – academic year to date
- h) Age distribution of cases vs. Needham population
- i) February incidence rate by age group
- j) Incidence rate among children and young adults
- k) Incidence rate over time
- l) Incidence rate for children and young adults
- m) February symptomatic and asymptomatic cases
- n) Percent of cases that are symptomatic
- o) COVID-19 clusters



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- p) Contacts
- q) COVID-19 vaccinations
- r) Vaccinations by town

Mr. McDonald spoke about an increase in the percentage of symptomatic cases over asymptomatic cases during February while the overall numbers were going down. Board members engaged in a discussion with Mr. McDonald and Ms. Fountaine about the complexities of running a report in the state-wide MAVEN system, the system used for disease tracking. She also spoke about a recent cluster at a daycare center. Although the daycare facility is outside of Needham, residents were involved in the cluster.

Discussion also ensued on vaccination. The Board was in favor of establishing a homebound vaccination program. If Needham is designated as a regional site with a steady supply of doses, this program may be pursued. The Johnson & Johnson vaccine would lend itself more to homebound administration in terms of storage and transport of dosage, etc.

Coordination with Schools – Timothy McDonald

Mr. McDonald noted the need to provide guidance to the School Committee on a safe plan to reopen schools. They are discussing phasing in students' return, starting with k-5 followed by middle and then high school, with testing provided at each phase. Dr. Epstein recommended that the Board advocate for the vaccination of teachers as a high-risk group before the opening of schools. However, until all teachers are vaccinated, he suggested that the School Committee consider providing teachers with the extra level of protection that high quality N95 masks can provide. Although the protocol for medical personnel is to be individually fit-tested, this requirement could be waived for teachers. Since N95 masks are more comfortable than cloth masks, the teachers would have less difficulty wearing them all day. Maintaining 6ft social distance in the classroom continues to be imperative. Dr. Brown will share the Board of Health's comments with the School Committee at its next meeting on Monday.

Other Business

Dr. Epstein is writing a letter to the editor of the New England Journal of Medicine with regard to the Board's position on mass vaccination sites. Dr. Cosgrove will join in the drafting of the letter.

Meeting Schedule

March 26 8:00-9:00AM COVID-focused meeting



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Adjournment

Upon motion duly made by Dr. Epstein and seconded by Dr. Cosgrove, it was unanimously voted to adjourn. Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Matthews-Y and Dr. Partridge-Y. Motion passed 5-0. The meeting adjourned at 7:32PM.

Respectfully submitted,

Christine Martin Barraford

Attachments:

Approved Minutes of February 12 and February 24, 2021

Regulation Affecting Smoking and the Sale and Distribution of Tobacco Products

Staff Reports

COVID-19 Update

DRAFT



NEEDHAM PUBLIC HEALTH DIVISION



Board of Health Meeting Minutes COVID Focused Meeting DRAFT

Date: March 26, 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 Public Health; Carol Read; Diana Acosta; and Talib Abdelrahim

Call to Order

Dr. Brown called the meeting to order at 9:00AM and initiated roll call. Present were Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y (arrived late) and Dr. Partridge-Y.

The meeting is being conducted remotely using Zoom consistent with Governor Baker's March 12th 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.

COVID-19 Update

COVID Vaccination Clinics

Ms. Zike reported that the clinic had dispensed its last doses on March 22nd for a total of 491 doses. The area has been cleaned with a small area at the back of the cafeteria ready to be put into action if the need arises.

Participation in Program to Vaccinate Homebound Residents

Ms. Zike reported that telephone calls to homebound residents will begin next week. A list must be provided to the state before an order can be placed. The program will run through April 23rd. The Johnson & Johnson vaccine comes in 5 doses/vial but requires refrigeration after six hours in room temperature. This will require careful monitoring as home visits will require at least a 15-minute allergic waiting time.



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Community Risk Levels

Ms. Whitehead presented the report on COVID-19 data for the period February 28 – March 1 and February 28-March 13. See attached PowerPoint Presentation for detailed information on the following data:

February 28 – March 1

- a) Needham confirmed cases by age group
- b) Cases in children
- c) Cases in young adults
- d) Age breakdown: academic year to date
- e) Cases by age compared to population
- f) Cases by age compared to population – children and young adults
- g) Average daily incidence by age
- h) Average daily incidence by age – children and young adults
- i) Average daily cases per 100K – cities and towns
- j) Average daily cases per 100K – cities and towns – January-March

February 28 – March 13

- k) Average daily cases by age
- l) Average daily cases among children
- m) Average daily cases among adults
- n) Average daily cases per 100K – state and county – January - March
- o) State calculated positive testing rate – January-March

Discussion ensued on the following highlights. The significant cluster of cases in March for 15-19 age group was not school or sports based but attributable to social gatherings. Also notable was the cluster of cases in the 5-11 age group not school related.

Ms. Whitehead then presented the report on vaccinations administered. See attached PowerPoint presentation for detailed information on the following data:

- a) Vaccinations administered from week 1 (Jan 11) to week 7
- b) Vaccinations administered by first second and total doses
- c) Vaccinations administered by town
- d) Vaccinations administered by age group, gender, race and ethnicity

Updated Needham Public Schools

Mr. McDonald reported on the reopening plan for Needham Public Schools to return to full-time instruction. He referenced the attached letter from the Superintendent to the School Committee. The Department of Elementary and Secondary Schools (DESE) has been given full authority to compel the return for all elementary and secondary students who are presently enrolled in remote only or hybrid instruction to full-time instruction commencing on April 5th. Tents have been set up outside the schools to provide as many options as possible for lunch and other outdoor activities. The reopening timeline is K-4 April 5th, 6-8 April 15 and high school by May 3rd.



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Discussion ensued. Dr. Brown noted that mask breaks may *not* be taken indoors but possibly outdoors. In terms of bus safety, even though the state has designated three students to a seat and six across, Needham has designated two students/seat. With the absence of monitors on the bus except for medically fragile students, enforcement and contact tracing will be difficult. As the Community Tracing Collaborative (CTC) has announced that contact tracing cannot be guaranteed beyond June 30th, the burden of community level of transmission tracing may be transferred to the town. The board recommends that windows must be kept open and driver and students masked at all times.

It was also suggested that students be brought back in three-week increments rather than two-week. In this way the opportunity for data analysis of cases may inform the next phase of reopening.

Also discussed was the positive impact of the 15-19 age group becoming eligible for vaccination on April 19th. In any event, Mr. McDonald and Dr. Brown will follow up with school officials on the Board's recommendations.

COVID-19 Public Health Emergency Orders and Compliance Enforcement

Mr. McDonald noted that the above emergency order expires on March 31st. If the Board chooses not to extend the order, the state mandate will remain in effect. Discussion ensued on the merits of extending the Board's order especially in terms of outdoor masking in general and indoor/outdoor dining requirements specifically.

Following discussion and upon motion duly made by Dr. Cosgrove and seconded by Dr. Epstein, it was unanimously voted to change the order about mask wearing outdoors to the original language of the order and leave the rest of the language as is and extend the order to June 30, 2021. Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y (arrived late) and Dr. Partridge-Y. Motion passed 5-0.

Reopening Plan Step 4, Phase 1 Update

Ms. Acosta reported on the state reopening plan (see attached for detailed information.) Ms. Acosta reported on following up with restaurants on the six-foot between tables requirement. Some confusion arose because of state's three-foot requirement. Also discussed was the use of six-foot tall barriers in between tables in some restaurants. Discussion ensued on clarifying the appropriate use of table barriers and maintaining distance and possibly amending the vote on the emergency order. Following discussion, it was decided to resolve this issue at the next meeting.

Other Business

Dr. Cosgrove reported he had been receiving requests from seniors on the opening of the senior center. Mr. McDonald responded that a July 12th date is targeted as the same date the offices will be open to the public without an appointment.



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Proposed Change in Operating Hours Request from Sira Naturals RMD

Ms. Gurge reviewed the request she received from Sira Naturals RMD to be allowed to extend their hours of operation for the upcoming dates of April 16-20, 2021 from 9:00AM to 9:00PM. She noted that a prior request in March 2019 had been approved for hours 9:00AM to 11:00PM. As a condition to the approval, Sira Naturals was required to inform the police about its new hours and also require them to have sufficient staff on site along with sufficient security for the extended timeframe. That condition would remain in effect for this approval.

Upon motion duly made by Dr. Cosgrove and seconded by Dr. Partridge, it was unanimously voted to grant the above conditional request. Dr. Brown-Y, Dr. Cosgrove-Y, Dr. Epstein-Y, Ms. Mathews-Y and Dr. Partridge-Y. Motion passed 5-0.

Meeting Schedule

Mr. McDonald will send out schedule of April meetings

Dr. Brown noted that the Chair position will be voted at that 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, Dr. Epstein-Y, Ms. Matthews-Y and Dr. Partridge-Y. Motion passed 5-0. The meeting adjourned at 10:05AM.

Respectfully submitted,

Christine Martin Barraford

Attachments:

COVID-19 Update

Vaccination Update

Public Health Emergency Order

State Reopening Plan

Emergency Management Support Monthly Report March 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.

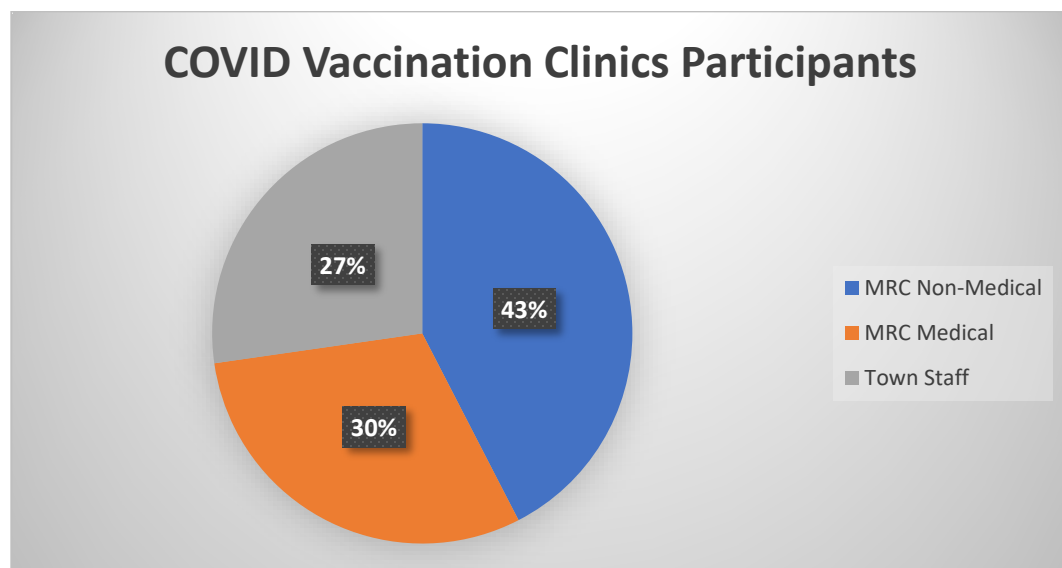
Summary of work:

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

- Assisted with running the last COVID vaccination clinics.
- MA Responds transitioning is completed & MRC Volunteers status:

Accepted @ MA Responds	123
Pending No CORI	37
Total as of 4/8/2021	160

Accepted Non-Medical	Accepted Medical
76	47



- Next, organizing our supplies for future operations.



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Public Health Nursing

Month: Feb & March 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.
Vaccine Distribution	Continued COVID-19 vaccine distribution
Reopening guidance and educational efforts	Working on reopening guidance and educating staff and residents about COVID procedures.
Summer Camp information role out	Contacted summer camps and distributed guidance and opening requirements

Summary overview for the month:

The nursing department continues to work on COVID-19 communicable diseases investigation. Trained 3 contact tracing staff to help Mary Fountaine in contact tracing efforts. Continue to have weekly meetings with local liaison on the Community Tracing Collaborative. Work with NC-8 to complete SAPHE grant application. Email out summer camp applications and creating information for programs and camps about the Health and Safety Requirements for summer 2021. Hanna Burnett has been involved with DVAC educational events with Representative Garlic and working on fund raising event to help residents in need. The nursing department has been working closely with other departments to help residents get resources. Tiffany Zike has sat on the Community Benefits Team with Newton-Wellesley Hospital.



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Prevent. Promote. Protect.

COMMUNICABLE DISEASES:	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Apr	MAY	JUN	T21	T20
Amebiasis				1									1	1
Chickungunya													0	1
BABESIOSIS	2	1											3	4
CAMPYLOBACTER	2	1	2		1	1			3				10	15
COVID 19 Confirmed	33	9	23	44	127	321	363	187	183				1290	327
Confirmed Adjusted	34	10	27	44	133	317	359	187					1111	331
COVID Probable	13	5	1	8	8	26	20	8	17				106	37
Probable Adjusted	23	9	1	1	7	24	16	8					89	
COVID Contacts	16	27	34	73	247	264	104	53	130				948	242
COVID Suspect	1	8	5	18	5	9							46	15
CRYPTOSPORIDIUM	0					1							1	0
Cyclosporiasis	0												0	5
HGA	1	1											2	6
Enterovirus	0												0	1
GIARDIASIS													0	4
Haemophilus Influenza						1							1	0
HEPATITIS B	2			1		1	2						6	3
HEPATITIS C					1	2							3	8
HGA	1	1											2	6
Influenza						1							1	51
Invasive Bacterial Infection				1									1	1
Legionellosis													0	2
Listeriosis													0	0
LYME	4	9	5	8	1	1	1	1	4				34	38
MEASLES													0	0
MENINGITIS													0	1
Meningitis(Aseptic)													0	0
Mumps													0	2
Noro Virus							1						1	2
PERTUSSIS													0	2
RMSF(Rocky Mt Spotted Fever)													0	1
SALMONELLA					1		1						2	1
SHIGA TOXIN													0	0
SHIGELLOSIS	1												1	0
STREP Group B		1											1	2
STREP (GAS)													0	3
STREP PNEUMONIAE													0	0
TUBERCULOSIS	0	0						1	6				7	0
Latent TB													0	0
Varicella									1				1	4
Vibrio													0	0
West Nile virus													0	0
TOTAL DISEASES													3668	522
Revoked/Suspect Diseases Investigated					1			2					3	6

[illegible]

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

Norfolk County Prevention: March 1st Zoom. DA Michael Morrissey- Jennifer Rowe, JD. Norfolk County prevention focus: *mental health and behavioral health concerns. Programs, school professional development, grant opportunities school based mental health support, access to mental health resources and support for individuals in crisis.* **Agenda:** Norfolk County School Mental Health Training Series -McLean School Nurse Liaison Program | Norfolk County Community Mental Health Support Grant \$5,000.00 Mental health awareness and access to clinical care | 2021 Safe Celebration Grant \$500.00 alcohol free post-prom - after-graduation events | TEAM RIVAL High School Challenge youth prevention education programs: distracted driving prevention, marijuana impaired driving prevention, opioid prevention education and vape prevention education. | Good Decisions Class psycho-educational group-At risk youth and/or chemical health violations referral. 2-hour in school program facilitated by BayState Community Health, curriculum: decision-making processes, impulsive responses, goal setting, peer pressure, and accepting responsibility for behavior.

Prevention funding capacity: March 1st & 8th Zoom. Substance Abuse Block Grant (SABG) BSAS procurement MassCALL3 application review. DPH-BSAS prevention procurement, potential re-opening COMMBUYS April 2021. Dedham- Needham- Walpole – Westwood collaborative application. Amanda Decker, Bright Solutions, LLC.

Community Prevention- Marijuana: March 9th Zoom. *Cannabis and the Teen Brain* presented by Dr. Safdar Medina, Pediatrician-UMass Memorial Medical Center. Presentation and discussion: *current perspectives on cannabis and its impact on teen health and brain development.* Co-sponsored by: The Substance Prevention Alliance of Needham (SPAN) and Natick 180 Coalition. Karen Shannon, CPS Needham Public Health Division.

Impact Norwood - Norwood Public Health Department: March 11th Zoom. Coalition presentation: *Alcohol Policy 101* Liz Parsons, Mystic Valley Public Health Coalition, Melrose-Wakefield Public Health- SAPC Program Manager. Coalition discussion Norwood alcohol licensee permit sales expansions. Agenda: Youth engagement initiative and Norwood Public Health *Minds Matter* survey launch. *Minds Matter* community survey assess resident mental health and wellness and awareness of the William James College INTERFACE mental health referral service. Mission: *Minds Matter... help connect members of the community with finding mental health services and help people achieve peace of mind for healthier lives...all sectors of the community – police- schools-healthcare- senior services working collaboratively to promote positive mental health and destigmatize mental health illnesses.* Aubrey Ciol, DFC Program Manager – Sigalle Reiss, MPH, Public Health Director.

Public Health – Prevention capacity: March 12th Zoom. D.J. Wilson, J.D. Tobacco Control Director- Public Health Liaison, Mass. Municipal Association. Review and discussion of potential updates to Tobacco regulations (local boards of health scope) Alcohol policy changes during COVID-19 pandemic (state and local sales and service) Regional strategy discussion for Tobacco/EVP and Alcohol.

BSAS Prevention: March 16th Webinar. Race and Health Equity Peer-Sharing* Facilitators: Debra Morris, MPH EDC and Ivy Jones Turner, *Maintaining and Sustaining partnerships with a health equity lens*. Review and discussion: Obari Cartman PhD *Restoring Relationships- Reimagining Community- Led Engagement* Role-modeling, build trust to engage participants. change how you “meet” with partners? How much time do you take for introductions? Do we really take the time to understand and know one another? Vanessa Hintz, PsyD *Acknowledging and Transforming the Power Dynamics in our Communities* Self-awareness circle and the Principles of Prejudice Reduction Jose Morales, Director of Prevention, Fernando Perfas, Assist. Director of Prevention, Andy Robinson, Prevention Manager and Amal Marks – Tonya Fernandes, Prevention Program Coordinators.
*December 2020 conference follow-up *Acknowledging the Impact of Racism on Community Health and Prevention: Making Our Work More Restorative*.

BSAS Technical Assistance: March 23rd Zoom. Ivy Jones- Turner, MPA, Center for Strategic Prevention Solutions (CSPS) Technical Assistance (TA) EDC. Review and discussion Needham SAPC strategic plan, feasibility of the Cultural Competency pilot program, data report project and TA goals through June 30, 2021 funding cycle.

Alcohol Sales and Service training: March 25th Calls. Training for Intervention Procedures TIPS. Alcohol licensee sales and service trainer re-certification options, Needham SAPC Leadership Team TIPS trainers. Laundra Craig, Regional Account Manager. In person local options June – July and Virtual training: On Premise Self-Taught Trainer Kit, re-certification for former TIPS trainers.

Needham Health & Human Services Department- Public Health Division

NPHD program support, project research and resource responses:

NPHD February monthly report (2) Homeless resident/SUD: homeless resources review and compilation, Needham CCIT (3) Needham Community Council Public Health *Gift of Warmth* community outreach communication, Sandra Robinson, Director. Gift of Warmth-Interface William James, Needham Bank donation- media/ press release planning April donations (4) Calls Rep. Denise Garlick 13th Norfolk, MA House- local public health capacity, COVID-19 response – equitable access to vaccinations race- age, income and disability.

Needham Public Health – HHS supervision: March 2nd | 5th | 19th TEAMS Tiffany Zike, MPH, Assistant Public Health Director, Tim McDonald, Health & Human Services Director. Agenda: SAPC prevention scope- FY21 budget YTD, Community outreach Gift of Warmth program, Town staff support- COVID-19 related workplace protocols.

SAMHSA- CDC grant compliance: March 2nd Calls (2) Pattie Jones, MBA, Grant Management Specialist Office of Financial Resources, Center for Disease Control and Prevention (CDC) Needham Public Health- SAMHA DFC grant No Cost Extension. Compliance: funding status related to transition DFC PMS accounts to CDC.

Needham Public Health Division vaccination clinic: March 9th 11:30am-7:30pm Moderna clinic, attendee flow support. Center at the Heights, Needham. Tiffany Zike, RN, MPH Assistant Health Director.

Needham Board of Health: March 11th Zoom Tim McDonald, Director Health & Human Services. Agenda: Tobacco Regulation, state revisions and adoption of state fines, D.J. Wilson, J.D. Tobacco Control Director- Public Health Liaison, Mass. Municipal Association. BOH Public Hearing to Revise Article 1: Regulation Affecting Smoking and the Sale and Distribution of Tobacco Products in Needham. Staff Reports | Discussions: Camps - Outdoor Pools | COVID-19 update.

Needham CCIT: March 16th Zoom. Core Team. Support for residents navigating acute and chronic substance use disorders and/or mental health conditions. Lt. Chris Baker- Dave Forte, Needham Police Department, Tiffany Zike, RN, MPH, Kristen Lindley- Jessica Moss, LICSW CATH, Sara Shine, Director, Needham Youth & Family Services, Amanda Rutherford, Director Riverside Emergency Services. Kim Kidders Montoya, LICSW Dedham- Needham Law Enforcement Clinical Support (LECS) program, emergency services social worker -Riverside Emergency Crisis Supervisor.

SAPC FY21 budget: March 17th Zoom. Review FY21 expenses year to date and projected spending through June 30th. Sixth (6) BSAS funding year, final. Dawn Stiller, Needham Public Health Division Office Administrator- Tim McDonald, Director Health & Human Services.

Clear Haven Recovery Center: March 18th Zoom. Introduction to Waltham outpatient substance use disorder treatment program- Partial Hospital Program (PHP) Intensive Outpatient (IOP) Walter Frankel, Chief Financial Officer and James Castrucci, Director of Admissions/Business Development. Dave Forte, Needham Police Department and Kim Kidders Montoya, LICSW, Needham Law Enforcement Clinical Support (LECS) program, emergency services social worker. www.clearhavenrecovery.com

Public Health Excellence Grant: March 18th Webinar. Mass. Public Health Officers Association (MPHA) Expanding public health capacity SAPHE 2.0 (SAPHE law April 2020) Information session facilitated by the Coalition of Local Public Health - Franklin Regional Council of Governments. Shared services funding* opportunity COMMBUYS due April 2nd Minimum three (3) town regional services sharing program \$300,000 annually three (3) years. 30 awards totaling \$9 million. **The Public Health Excellence Grant Program is designed to improve the effectiveness and efficiency of local and regional public health by expanding opportunities for sharing of public health services to expand shared services arrangements to include more municipalities Three (3) options: (1) to expand shared services arrangements (2) to provide a more comprehensive and equitable set of public health services and/or sustainable business model (3) to support new cross-jurisdictional sharing arrangements.*

Needham Public Health prevention- SPAN: March 2nd | 4th | 26th Zoom. Karen Shannon, CPS, SPAN Director. Discussion: DFC FY21 funding extension transition CDC, SAMHSA- STOP Act award notification review, funding timeline 12-month action plan review and NPHD staff hiring options. STOP Budget Narrative review and adjustments: evaluation program options, alcohol policy revision options, consultant needs, feasibility of alcohol licensee trainings TIPS and alcohol compliance checks with underage operatives.

Needham Board of Health: March 26th Zoom. Tim McDonald, Director Health & Human Services - Tiffany Zike, RN, MPH Assistant Public Health Director. COVID-19 focused meeting. Agenda: COVID-19 Vaccination Clinics, MA distribution pivot | Community Risk Levels – Operations/Inspections | Coordination with Schools | Contact Tracing| Needham COVID-19 data presentation: Mary Fountaine, Public Health Nurse.

Interagency - Local Boards of Health COVID-19 response: Webinars: Tuesdays 9:00am March 2nd, 9th, 16th and 23rd | Fridays 3:00pm March 5th, 12th, 19th & 26th Jana Ferguson, Assistant Commissioner Department of Public Health, Ron O'Connor, MPH, Director, Office of Local & Regional Health, Dr. Catherine Brown, State Epidemiologist, Bureau of Infectious Disease and Laboratory Sciences. Adam Kinney and Michael Flanagan, Department of Labor Standards (DLS) Anne Gilligan- Helene Bettencourt, DESE, Gerben Scherpbier, EOE, Chief Ed. Dunne, President, MCOPA, Jeff Farnsworth, EOPSS, Donna Quinn and Mary Clark, Office of Preparedness and Emergency Management, DPH and Cheryl Sbarra, Attorney, Executive Director MAHB. LBOH scope of responsibilities and protocol related to infectious disease surveillance, case contact, isolation guidance, contact tracing and reporting- COVID-19 case data (variant genome sequencing MA samples) DPH guidance and orders for community level responses related to essential business operations and 4 phase re-opening, non-essential business. Resident support related to COVID-19 testing, food insecurity and housing. Vaccination program capacity updates, Mass Vaccination sites, 20 regional sites, Community Health Centers, federal pharmacy program and health care provider capacity. Vaccination access, online registration processes- portal upgrades. Homebound resident program overview- Low income and senior housing on site vaccination program. FEMA resources Community Tracing Collaborative (CTC) Dr. John Welch, Director of Operations and Partnerships, Partners in Health.

Town of Needham staff support:

Supervision, Tiffany Zike, RN, MPH- Assistant Public Health Director.

Two (2) Staff COVID-19 illness. Review health status, workplace protocols leave timeline confirmation. Human Resources and department supervisor communications.

Three (3) Staff health status updates. Return to work clearance email: Chuck Murphy-Romboletti, Assistant Director of Human Resources.

13 staff calls, COVID-19 mitigation. CDC information and resource sharing on isolation and quarantine, local testing options and return to work parameters. Follow-up on health status and return to work after COVID-19 testing.

Fuel Assistance project: Hanna Burnett Public Health nurse. Calls and email collaboration to finalize support of Needham families Eversource shut-off. Eversource collections department communication.

Vacation: March 29th- 30th- 31st Personal: March 10th

Respectfully submitted: Carol Read April 10, 2021

END Page 4 of 4 Pages



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Substance Use Prevention

Date: March 2021

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

Activities and Accomplishments

Activity	Notes
Vaping Grant	Promotion of the Vaping Cessation Program underway: • Parent promotion • Translated flyers • Video overview for educating NHS administration and faculty
SPAN meetings	SPAN Quarterly Meeting, 3/9 – educational event, “ <i>Cannabis and the Teen Brain,</i> ” presented by Dr. Safdar Medina. Co-hosted with Natick 180. 85 registered, 70 attended, and 22 surveys collected. Link to recording: https://youtu.be/2cbUCABwrbs . Youth Action Team Mtg. – 3/15 Community Action Team Mtg.- 3/18
Drug Free Communities grant	Semi-annual progress report was approved by the Grant Project Officer at CDC.
STOP Act grant	Initial assessment of work required to operationalize new SAMHSA grant: STOPing Underage Access and Use of Alcohol: Codifying Youth, Parent and Retailer Education and Compliance in Needham, MA” a four-year grant starting 4/30/21. Reviewed grant parameters including budget allocations & staffing requirements.
SALSA	• 29 Needham High School teens engaged in SALSA meetings, activities and training during March for a total of 162 service hours including: ➤ Dover Youth 2 Youth, “Presentation Skills,” 6 hrs, 6 students attended. ➤ Kick Butts Day, w/ The 84, incl. meetings with MA state legislators. • 60 Pollard 8th graders participated in SALSA virtual presentations and Q&A events during Wellness classes. • A total of 1,188 prevention service hours have been completed by SALSA members this school year (Sept 2020-March 2021)
Social Media	SPAN FB page: • Reached 1,661 for Parent Focus Group promotion • Reached 1,256 for “Cannabis and the Teen Brain” event NPHD Twitter: • Posted daily during the NIDA Drug and Alcohol Facts Week, March 22-26
Focus Groups	Two student focus groups were conducted in NHS Wellness classes: on 3/30 for 9 th grade and 3/31 for 11 th grade. Two parent focus groups are scheduled for April. Social Science Research and Evaluation, Inc. has been contracted for facilitating the sessions and providing a summary report.



NEEDHAM **PUBLIC HEALTH DIVISION**



Mental Health First Aid for Youth	5 out of 9 people registered attended session on 3/14, from 9am-2pm. These participants are volunteers for the Jewish BigBrother/Big Sister program.
HHS Racial Equity Committee	Meeting held on 3/4/21. The group is reflecting on goals and mission to determine next steps.
Parent Al-anon group	Meetings held every Monday evening. Attendance remains steady averaging 5-6 people each week.
Trainings and Conferences	• Ethics and Boundaries, hosted by AdCare, 3/3, Karen S. • Managing Substance Use During COVID-19: Insights and Practical Strategies to Promote Healthy Living Hosted by the NWH Substance Use Services Council, 3/3, Monica • COVID-19 and Frontline Workers: Nurses, Doctors, and Essential Personnel (BUSPH), 3/9, Monica • Tall Cop: High in Plain Sight. Training on most current trends in drug use, 3/18, Monica • Stronger Together Roundtable Discussion, hosted by Rachel Glisper, 3/22, Karen S. • Presentation Skills, hosted by Dover Youth 2 Youth, 3/16,23 & 30, 6 hrs total, Karen M. and Karen S.(see under SALSA) • The 10 Myths: Rethinking Underage Drinking by irtinc.us, 3/25, Monica, Karen S. • Kick Butts Day, hosted by The 84/HRIA, 3/31, Karen M. and Karen S. (see under SALSA)
Vaccine Clinics	Karen M. volunteered at one vaccine clinic to provide non-medical support: .

Summary for Month of March 2021: Focus this month has included planning and promotion for focus groups, coalition and community education events, and the vaping cessation program. Events included “Cannabis and the Teen Brain,” two student focus groups held with Needham High School students, and 6 SALSA students completing the Dover Youth 2 Youth 6-hour Presentation Skills training program.



Needham Public Health Division

March 2021

Assist. Health Director - Tara Gurge

Health Agents - Diana Acosta and Monica Pancare



Unit: Environmental Health

Date: 4/16/2021

Staff members: Tara Gurge, Diana Acosta and Monica Pancare

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. Currently working on Septic Trench, Septic Construction and Well permit applications. Diana continues to take part in bimonthly zoom permit meetings with IT.
Pool Updates	Renewal reminders were sent out by ViewPoint Cloud for outdoor pools. Updated state pool guidance has been distributed to outdoor pools ahead of their renewal. Pool Guidance can be found here: https://www.mass.gov/doc/safety-standards-for-public-and-semi-public-swimming-pools-phase-iv-step-1-effective-32221/download . Will continue to review any updated pool COVID-19 protocols from our pool permit applicants to ensure that those proposed guidelines are in line with the MA DPH state pool requirements. We are also actively meeting with Park and Rec. on their proposed protocols for this upcoming pool season.
Well Regulation Review	In the process of revising our Well Permit regulations. Lynn Schoeff is assisting us on revising those regulations to bring them up to date and adding the Ground Source Heat Pump geothermal wells to our regulation, since we are receiving more requests for permits to drill those types of wells. We are also working with our Water and Sewer Division in adding a section on well pre-operation inspections that their Division assists us with and checks to make sure there is no risk of cross-connections to the municipal water supply. We will have a draft set of regulations to review at our next months meeting.
New State COVID Guidance Released	The Governor announced that effective Monday, March 22nd, the state moved into Phase 4, Step 1 and increased the capacity limits on indoor and outdoor event venues. <u>Phase 4, Step 1 measures include:</u> • Indoor performance venues can open to 50% capacity, capped at 500 guests. • Capacities will be limited to 100 guests for indoors, 150 guests for outdoors. • Dancing will be allowed for weddings and events only. • Stadiums, arenas, exhibition halls, and large venues (greater than 5,000 people) will be allowed to open to 12% capacity. At-home gathering limits (25 outside, 10 inside) will remain.

New State Food Establishment COVID Guidance	As of March 22, 2021, the state of Massachusetts has entered Phase 4, Step 1 of re-opening. Here is the latest guidance: https://www.mass.gov/info-details/safety-standards-and-checklist-restaurants. One of the big changes is that self-serve beverage stations can open but must comply with the guidelines below. However, self-serve buffets, topping bars, and other communal serving areas must remain closed. Self-serve beverage stations must comply with the following guidelines: • Hand sanitizer must be made available next to beverage stations and operators must instruct customers to use before pouring beverages • Only straws and stirrers individually wrapped in cellophane or paper are allowed • Cups and lids must be from single pull dispenser or other method to minimize contact • Sweeteners, sugars and creamers must be individual packets • Floor markers must be installed to achieve social distancing • Use of personal mugs and cups are not allowed • Frequent disinfecting of the beverage station must take place, even during busy times Seating areas must still be at least 6 feet apart from each other and no more than 6 to a table. Customers are required to wear face coverings at all times. The only exception is if they are <u>actively eating or drinking at their table.</u>
Food establishment seating layout plan reviews to continue	Any establishments looking to add outdoor seating or re-open indoor seating MUST submit a floor layout plan to the Health Division which shows tables/chairs and distances between them. The layout must be first approved by the Public Health Division before setting up.
Helping to gather a list of Needham homebound residents for COVID-19 vaccine	Working with nurses in helping to gather a list from our call staff of inquiries from homebound residents that may qualify for a home visit to receive a COVID-19 vaccination. (On-going.)
Temp. Events COVID protocols	With spring quickly approaching, we are working closely with our local organizations on both public and private temporary events, including our seasonal temporary food events. We've started to receive inquiries for Mobile Food Trucks and will be working with them on proper COVID-19 protocols for ensuring compliance with masks and gathering limits, along with food safety requirements.

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

Activities

<i>Activity</i>	<i>Notes</i>
Body Art inquiry	In Process - The owner of Just Be – The Beauty Room has inquired about offering microblading services. She has provided the technician's training. Still waiting for a statement from the MA Board of Cosmetology confirming no variance is needed to offer this service and that separate entrances are no longer required. Owner needs to submit a layout of the salon as well.
COVID -19 Complaints/Follow-ups	7/7 – Complaints/follow-ups received for: - <u>Damon Road</u> – Resident called to report observing a group of teenagers in backyard of neighbor's property gathering with no masks. - <u>Bakery</u> – Staff at bakery reported a customer coming in with no mask who claimed they were fully vaccinated and did not need to wear anything. Followed up by confirming that face coverings are still needed even if people are fully vaccinated. Diana sent out "I'm vaccinated, what next" signage which was used at Covid-19 Vaccine clinics to all food establishments.

COVID -19 Complaints/Follow-ups	- <u>A New Leaf</u> – Customer reported a staff member was not wearing a mask. Diana followed up with the owner. Staff reminded that if they need a break from their mask, they must do so in an area away from others. - <u>Kriss Law</u> – Complaint was initially sent to the Department of Labor Standards. A staff member reported office was not following COVID protocols in the office. Diana had a conference call with management. The office had procedures in place and sent photos confirming there was adequate hand sanitizer, barriers, and social distancing markers throughout the office. - <u>Needham Saw and Tool</u> – Customer reported contractors were not wearing masks. Owner was called and educated about mask requirements. - <u>Café Fresh Bagel</u> – Customer reported the baker was wearing a mask below his nose. Followed up with owner who reminded staff of requirements. - <u>Bertucci's</u> – Customer initially set complaint to the Department of Public Health. They reported that an employee was preparing food with a face covering pulled to his chin for the entire duration of the customer's visit. Another employee was swishing a drink and spit into a barrel that was in the kitchen and proceeded to mask up and go into the main kitchen to cook. Diana reached out to the new manager to discuss these issues.
Demo Reviews/ Approvals	9 - Demolition signoffs: – 115 Aletha Rd – 72 Douglas Rd – 11 Fuller Brook Ave – 182 Edgewater Dr – 33 Spring Rd – 75 High Rock St – 71 Pilgrim Rd – 127 Marked Tree Rd – 3 Frances St
Farmer's Market	Farmer's Market permit application released on ViewPointCloud and advertised to vendors. 2 – Permits Issued: - Bountiful - Barli Marle
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. 2 – Plan Review Items/inquiries received from- - <u>Cookie Monstah</u> – Awaiting plan review paperwork to be submitted for old Stacy's Juicebar location (On-going) 1 – Mobile Food Permit Issued - <u>Moyzilla</u> – Hired to serve at a private event. Cook step involved.
Food Complaints	2/3 – Food Complaints/Follow-ups: - <u>Hungry Coyote (1/2)</u> – A resident called to report that a worker making food was not changing gloves but handling food and money with their gloved hands. The resident also reported that the staff worker was wearing their mask low below their nose. Diana followed up with the owner of the establishment. A site visit was conducted which revealed the seating indoors were too close together. The owner was not present, but every other table was labeled to ensure customers did not sit in these sections. A second site visit was conducted with the owner present. Tables and chairs were confirmed to be at least 6 feet apart. Diana also discussed the actions of the staff member and how to prevent those actions from being repeated. Staff are to use utensils to serve food and change gloves frequently. Handwashing between glove changes was stressed. - <u>McDonald's (1/1)</u> – Customer reported that burgers were served undercooked and the donation box under the drive through window was covered in dirt and mold. Diana followed up as their routine inspection was due in March. Hamburger clams were cooking to proper temperatures. The donation box was cleaned out and now a task on a weekly cleaning schedule.

Housing Inspection	1 – Pre-rental inspection conducted: - A pre-rental inspection was conducted at the Kendrick for a tenant with a rental voucher. Inspection was conducted in the presence of the tenant and a staff member of the Department of Mental Health.
Housing Complaints/ Follow-ups –	2/5 – Housing Complaints/Follow-ups conducted at: - <u>Stephen Palmer Building (1/1)</u> – Resident called to report other residents still not wearing face coverings in or around the building and that mask signage has been removed. Diana contacted building management. The management team sent out another reminder to residents about face covering requirements and the team will replace signage that was removed. - <u>Highland Terrace (0/2)</u> – Occupant reported there were bed bugs in his unit as well as evidence of mice. Diana conducted an on-site inspection of the unit. No evidence of bed bugs was witnessed during the inspection as the occupant has been treating the issue on his own. Had two live samples in a bag. Diana followed up with the landlord who is required to hire a pest control company to identify and remediate the issues found during the inspection. UPDATE: Diana witnessed the hired pest control company inspect both units. A week later, Diana conducted an onsite visit to confirm the pest control company was let in for treatment of the unit, which was completed. Awaiting final reports from the pest control company. - <u>St. Mary's St. (0/1)</u> – Conducted site visits with Sandy Cincotta of the Town Manager's office and Building Commissioner, David Roche. Have witnessed overall improvement of exterior of property. Owner is actively removing excess debris off their property. Will continue to meet with resident every other week to check on his progress. - <u>Valley Rd. (1/1)</u> - Tara received a concern from a social worker at CATH regarding the resident not picking up her delivered Springwell meals and they are being left out on her doorstep. Animals also reportedly nibbling at bags. Also asked what the process was for offering this resident a one time dumpster service to help this resident remove clutter and accumulated trash off site. A Zoom call was conducted with reps. from Health, CATH, Police, Fire and Springwell to discuss a plan of action for this resident. Report received from recent police well check visit of a lot of clutter observed inside the residents home. A follow-up site visit was to be set up with CATH and Springwell to meet with the resident about accepting future additional heavy cleaning services in order to continue to live safely in their home. (On-going.)
Nuisance – Complaints/ Follow-ups	4/5 – Nuisance Complaints/Follow-ups: - <u>Rehab Facility (1/1)</u> – Complainant reported spouse's health quickly deteriorated at an unnamed rehab facility in Needham. Diana followed up and provided the Bureau of Health Care Safety and Quality's information to properly file a complaint. - <u>Rosalie Road (1/1)</u> – A resident reported that their neighbor is drilling nearby on Parker Road where the plot of land contains ledge. Allegedly a jackhammer is being used many hours during the day and the caller was concerned with the level of noise. Diana left multiple voicemails but the resident has not responded. - <u>Mellen Street (1/2)</u> – Resident reported rodent activity on his property which is near the dumpsters used by CVS, Trader Joe's, and Vinodivino. Tara has been working with the property manager to get weekly pest control to treat the area. Requested copies of weekly pest control reports to be submitted until pest activity subsides. Trader Joe's has also been ordered to power wash the dumpster area on a more frequent basis, per recommendation of recent pest control report, which state that dumpster area must be cleaned and maintained on a more frequent basis. Property manager was also given a heads up on that and also agreed to change out the dumpsters to ensure that they all have tight-fitting and working covers and side doors, to prevent pest access. (Will continue to monitor.) - <u>Melrose Ave. (1/1)</u> - Received a concern from a resident with the amount of dust that was present after a recent house demo that was conducted in the neighborhood, when the excavator was putting demo debris into the dumpster, which was after the water truck had left. Tara called and spoke to Needham Fire and Building about the concern.

Planning Board special permit reviews	3– Planning Board reviews conducted for: • <u>Major Project Site Plan Special Permit proposal at 100-110 West Street</u> - Comments sent. • <u>Project Site Plan Special Permit proposal at 1688 Central Avenue</u> – Comments sent. • <u>Needham Farmers Market - 2021 Special Permit and License Agreement</u> – Gave them the BOH’s requirements as were discussed at our Feb. 12th monthly meeting re: live music, which were - <i>‘Discussion ensued on whether music should be required, and it was the opinion of the Board that a decision on live music will be made closer to the date of commencement and an assessment of COVID-19 precautions.’</i>
Septic – Plan Reviews	2– Septic Plan reviews conducted for: - #11 Gatewood Drive – Received retaining wall design. - #94 Brookside Road – Conditional approval letter was sent out.
Septic - Repairs	1 – D-box Replacement conducted at: - 34 Wilson Lane
Septic – Soil Testing/Perc Test	2 – Soil Testing conducted at: - 39 Brookside Rd. - 18 Starr Ridge Rd. 1 – Test pit dug to confirm there was adequate material - 11 Gatewood Drive
Waste Hauler Renewals	Waste Hauler Renewal Applications sent out via Viewpoint Cloud: - 11 permits issued
Well Applications/ Follow-ups	2 - Irrigation Well Follow-ups: – #272 Charles River St. – Received Well completion report from driller. Notified Water and Sewer. Waiting for final inspection results, prior to issuance of permit for well to open for use. (Inspection results pending.) – #10 Hutter Ridge Rd. - Received Well completion report. (Sent final inspection request to Water and Sewer. Inspection results pending.)
Zoning Board of Appeals plan reviews	3– Zoning Board of Appeals plan reviews conducted for: – #1257 Highland Ave. - Comments sent. – #238 Highland Ave. - Comments sent. – #5 TV Place – No comments.

FY 21 Priority FBI Risk Violations Chart (By Date)

Restaurant	Insp. Date	Priority Violation	Description
McDonald's	3/4/21	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.	Kitchen - Corrected on site - The temperature of the Ambient in the Cooler next to fryer was 55 degrees. Hot cakes, shredded lettuce, and some sausage burritos stored in cooler. All food was removed. Hot cakes went to a different cooler. Lettuce and burritos were voluntarily discarded. Temp of unit was lowered. Will monitor if functioning. No food to be kept until confirmed that the unit can hold temperature.
Roche Bros	3/12/21	3-202.18 (A) (2) Shellstock Identification - Code: (A) Shellstock shall be obtained in containers bearing legible source identification tags or labels that are affixed by the harvester or dealer that depurates, ships, or reships the shellstock, as specified in the National Shellfish Sanitation Program Guide for the Control of Molluscan Shellfish, and that list: (2) Except as specified in paragraph (D) of this section, on each dealer's tag or label, the following information in the following order: (a) The dealer's name and address, and the certification number assigned by the shellfish control authority, (b) The original shipper's certification number including the abbreviation of the name of the state or country in which the shellfish are harvested, (c) The same information as specified for a harvester's tag under Subparagraphs (A)(1)(b)(d) of this section, and (d) The following statement in bold, capitalized type: "This tag is required to be attached until container is empty and thereafter kept on file for 90 days." 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.	Seafood - Corrected on site - Mussels missing shellstock tag. Voluntarily discarded. Deli - Corrected On Site - The temperature of the Marinated raw chicken in the Meat Walk-in was 43 degrees. Right side of case, other food items reading 43°F. All items pulled from this section and added to walk in cooler to chill. Manager checking defrost cycle.

Zdorovie ADH	3/13/21	4-703.11 (C) Methods-Hot Water and Chemical - Code: After being cleaned, equipment food-contact surfaces and utensils shall be sanitized in: (C) Chemical manual or mechanical operations, including the application of SANITIZING chemicals by immersion, manual swabbing, brushing, or pressure spraying methods, using a solution as specified under § 4501.114. Contact times shall be consistent with those on EPA registered label use instructions by providing: (1) Except as specified under Subparagraph (C)(2) of this section, a contact time of at least 10 seconds for a chlorine solution specified under paragraph 4 501.114(A), (2) A contact time of at least 7 seconds for a chlorine solution of 50 MG/L that has a pH of 10 or less and a temperature of at least 38°C (100°F) or a pH of 8 or less and a temperature of at least 24°C (75°F), (3) A contact time of at least 30 seconds for other chemical	Kitchen - It was directly observed that The slicing machine that had been soiled in this report was rinsed with water and a cloth, and was not properly washed rinsed or sanitized. The 3 bay sink was not properly set up, and clean items were stored on the wash side drain board. Training required for proper manual warewashing and sanitization.
Mandarin Cuisine	3/13/21	3-304.11 Food Contact with Soiled Items - Code: 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. 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.	Kitchen - Corrected On Site- Employee storing cooked food on top of cardboard. Cardboard is considered single use only and should not be used for any types of food preparation at any time Corrected On Site- Raw chicken and raw shrimp stored above RTE shred cabbage
Dragon Chef	3/18/21	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. 3-304.11 Food Contact with Soiled Items - Code: 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	Kitchen - Eggs stored above vegetables in walk in cooler. Need to move to bottom shelf. Kitchen - Corrected On Site - Linen towel covering fried rolls. Removed by manager. Covered with plastic wrap.

Dragon Chef	3/18/21	container for the service of foods AND are replaced each time the container is refilled for a new consumer. 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 Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.	Kitchen - Garlic in oil kept on prep line. Should be under refrigeration. Staff moved to deli prep cooler.
The Farmhouse	3/20/21	3-301.11 (B) Preventing Contamination from Hands - Code: Except when washing fruits and vegetables, food employees may not contact exposed, ready-to-eat food with their bare hands and shall use suitable utensils such as deli tissue, spatulas, tongs, single use gloves or dispensing equipment. 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 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. - 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 Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.	Basement - Cook making pico de Gallo (cold sauce RTE) not wearing gloves when cutting onions. Product discarded. Basement - Ranch dressing 62 f. Product discarded Kitchen - Fuerst roll top in excess of 41F A container of water that has been left overnight was measuring at 57°F Discussion with owner to make sure that it is repaired or replaced and provided alternative methods for cold holding, using ice and other methods to ensure storage of TCS foods is below 41f. Owner states he will repair or replace it by Monday 3/22/21. Please provide invoice and or documentation and pictures that this is been corrected.
Cappella	3/20/21	3-501.14 (A) Cooling Cooked Foods Code: 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.	Kitchen – Corrected On Site - Large tub of Bolognese sauce was cooling in ice bath. Temp @ 97. Verified by Chef, product was made 1/130pm Product was not in smaller cooling containers. Product reheated and process started over. This inspector requires cooling logs

Domino's Pizza	3/23/21	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. 3-501.18 Ready-to-Eat Food Disposition - Code: A TCS/RTE food as specified in paragraph 3-501.17 (A)(B) shall be discarded if it: exceeds 7 days at 41°F or lower (except for the time that the product is frozen) or is in a container or package that does not bear a date or day or is appropriately marked with a date or day that exceeds a temperature and time combination as specified in 3 501.17(A). Refrigerated, RTE/TCS food prepared in a food establishment and dispensed through a vending machine with an automatic shutoff control shall be discarded if it exceeds 7 days at 41°F or lower.	Kitchen - The temperature of the Left side undercounter cooler in the Pizza Prep - 1 was 45 degrees. Fans were observed to be working. Kitchen - Corrected On Site - Items observed with expiration date of 3/22/21. Chicken was voluntarily discarded.
Chef Mike's	3/23/21	3-302.11 (A)(2) Raw Animal Foods Separated from each other - Code: 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.	Kitchen - Corrected On Site- Shaved steak stored above raw mushrooms. Moved to bottom shelf
Beth Israel Deacon Hospital Kitchen	3/27/21	3-304.11 Food Contact with Soiled Items - Code: 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.	Kitchen - Can opener soiled

Beth Israel Deacon Hospital Kitchen	3/27/21	5-201.11 Approved - <i>Code: A plumbing system and hoses conveying water shall be constructed and repaired with approved materials according to law. Water filter shall be made of safe materials.</i>	Kitchen – Corrected On Site - Discharge waste pipeline into the prep sink No wastewater or any discharge hoses shall be conveyed into a prep sink, handsink, warewashing sink or any other location. Repair and replace according to law within 30 days or less. Hose was removed from sink and temporarily put into a bucket.
Nicholas Pizza	3/30/21	3-501.16 (A)(2) (B) Proper Cold Holding Temps. - <i>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 Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.</i>	Kitchen - The temperature of the Marinating chicken in the Deli prep back was 44 degrees. Items in roll top near pizza prep were slightly elevated. Unclear if unit is on defrost cycle.

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	2	7	0	0	0	117	0	0	0	0
COVID 19 Follow Ups	17	20	19	15	26	5	5	2	7	0	0	0	116	0	0	0	0
Demo reviews	8	6	2	5	13	5	4	5	9	0	0	0	57	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	15	16	0	0	0	97	149	200	225	198
Food Service Pre-oper. Insp.	3	2	0	1	3	0	0	1	1	0	0	0	11	48	12	32	37
Retail Food Routine insp. Or 6 month check in	0	0	2	1	0	1	2	1	2	0	0	0	9	33	46	60	69
Residential Kitchen Routine insp.	0	0	0	0	0	1	0	0	1	0	0	0	2	3	6	8	7
Mobile Routine insp.	1	0	0	0	0	0	0	0	1	0	0	0	2	4	17	13	15
Food Service Re-insp.	1	0	0	1	1	0	0	1	1	0	0	0	5	21	28	53	51
Food Establishment Annual/Seasonal Permits	1	1	0	0	33	89	9	0	1	0	0	0	134	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	1	2	0	0	0	6	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	1	2	0	0	0	6	49	18	20	13
Follow-ups food complaints	1	0	1	0	0	0	1	1	3	0	0	0	7	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	1	0	0	0	2	0	0	5	4
Housing New Complaint	3	6	4	3	0	1	8	5	2	0	0	0	32	41	22	22	7
Housing Follow-ups	4	5	5	7	0	1	10	9	5	0	0	0	46	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	4	0	0	0	26	34	55	42	30
Nuisance Follow-ups	10	7	2	3	5	2	2	0	5	0	0	0	36	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	1	0	0	0	0	5	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	1	0	0	0	0	9	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	1	0	0	0	6	13	21	28	43
Septic COC for repairs	0	1	0	0	0	0	0	0	1	0	0	0	2	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	6	6	0	0	0	64	61	62	51	62
Septic Soil/Perc Test.	0	0	1	0	0	1	2	0	3	0	0	0	7	1	1	2	6
Septic Const. permits	0	1	1	0	0	0	0	0	1	0	0	0	3	6	6	5	8
Septic Installer permits	0	1	2	0	3	0	1	0	1	0	0	0	8	6	8	9	11
Septic Installer Tests	0	1	0	0	0	0	1	0	1	0	0	0	3	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	2	2	0	0	0	11	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	2	3	0	0	0	15	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	1	3	0	0	0	16	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	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	2	11	0	0	0	14	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	2	0	0	0	0	9	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

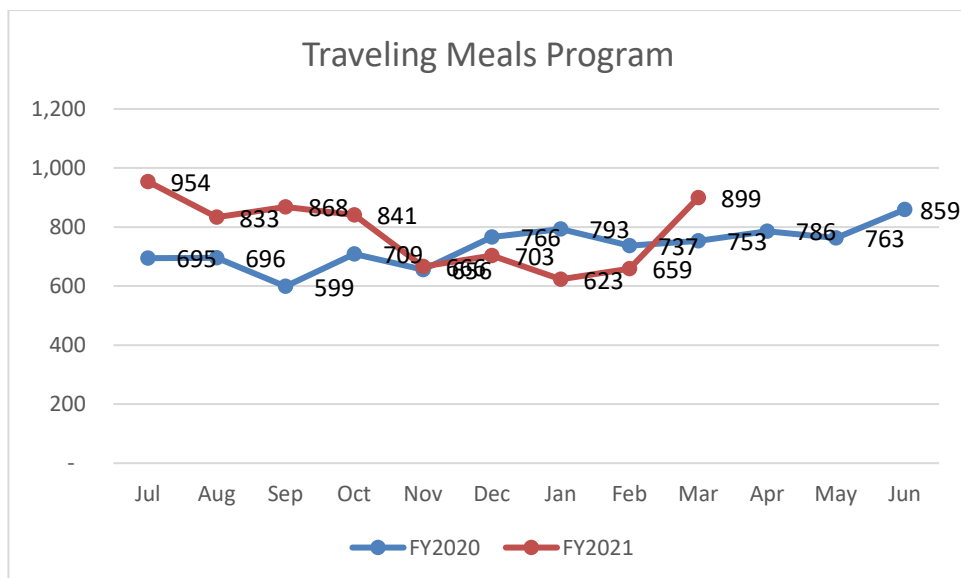
Monthly Report for March 2021

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 30 volunteers</i>
<i>899 Meals delivered in March 2021. 45 Consumers currently enrolled for the month. 31 Springwell 10 Private Pay 5 new enrollments for March 2 Springwell consumers no longer on Program</i>	<i>No issues or incidents 4 first time on Program 1 re-enrollment-can not handle own 2 of their consumers prefer to be on own</i>

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





NEEDHAM PUBLIC HEALTH DIVISION



Date: March 2020

Staff: Lynn Schoeff

Activities and Accomplishments

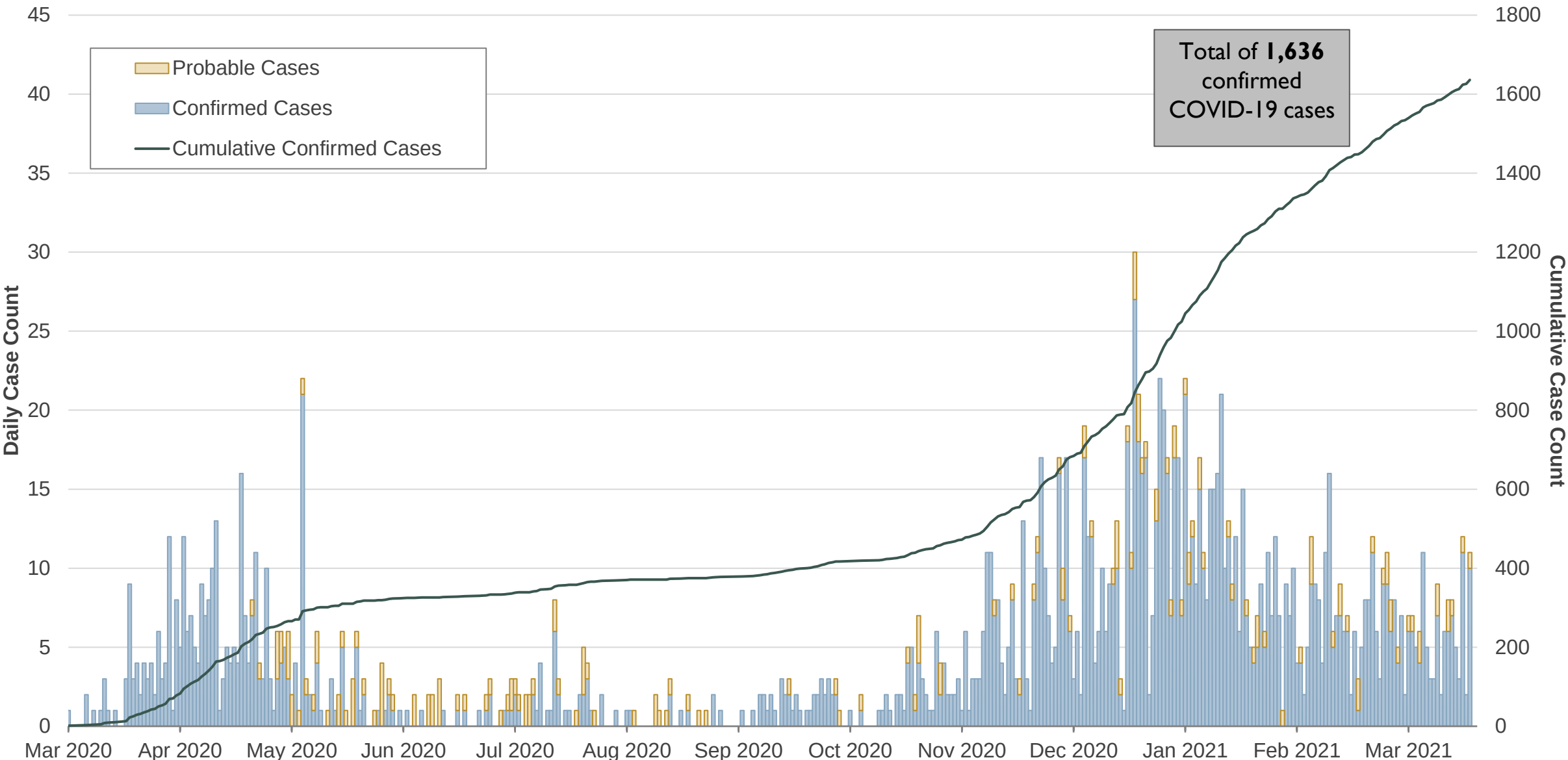
Activity	Notes
Research and writing	Health equity policy Wells regulation Policy on reviewing BOH regulations Board of Health job description
Mask distribution	Coordinate with Be Kind Needham for mask distribution

Other Public Health Division activities this month:

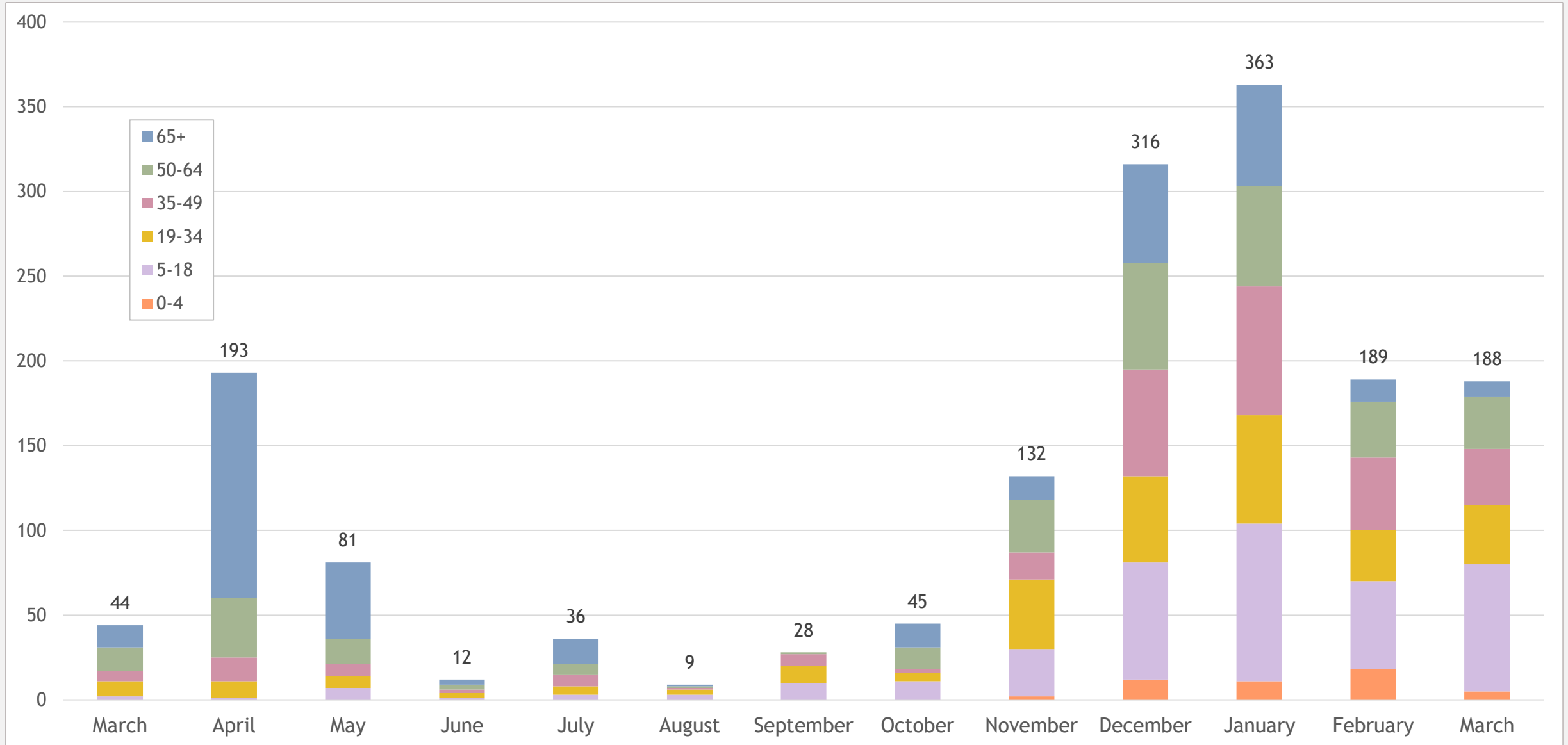
COVID-19 Monthly Report: March 2021

Needham Public Health Division

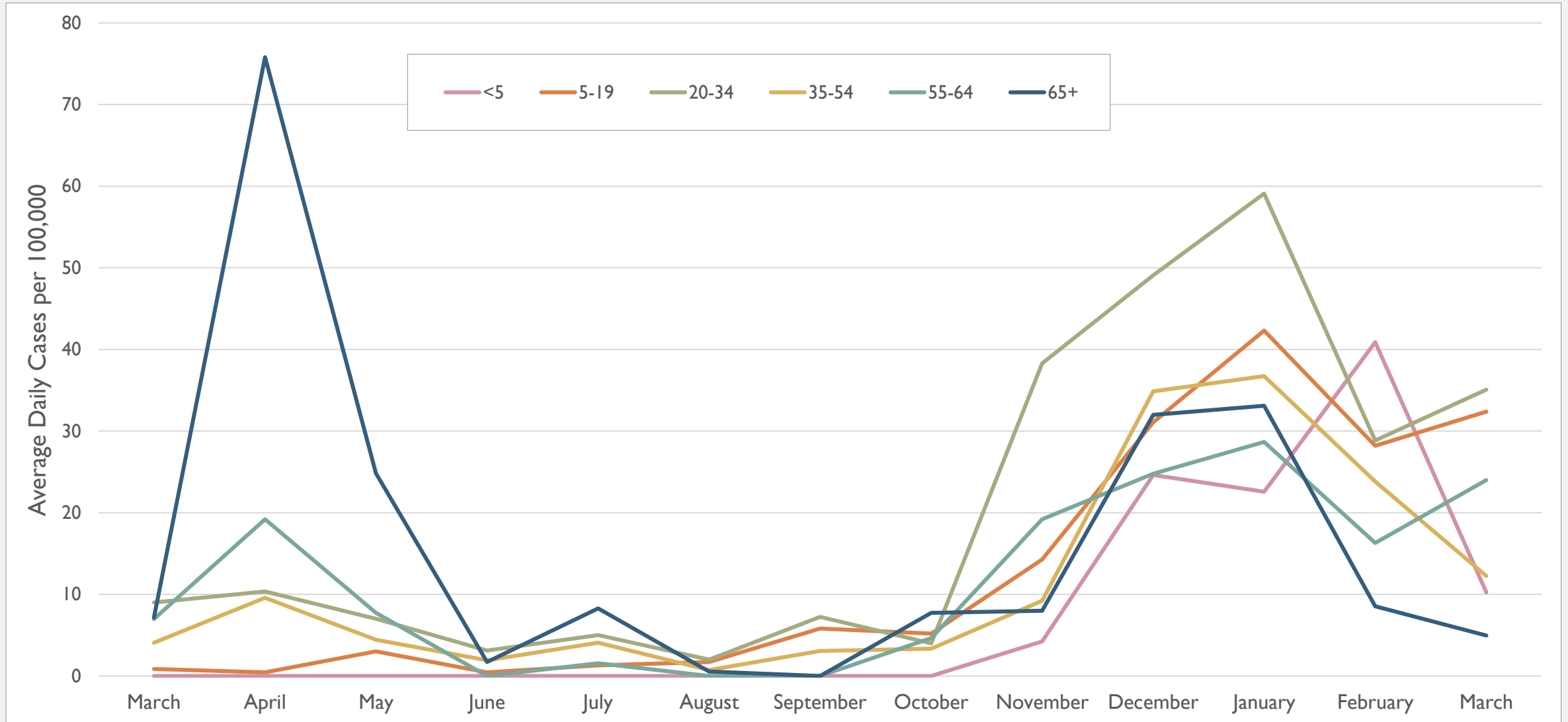
EPIDEMIC CURVE



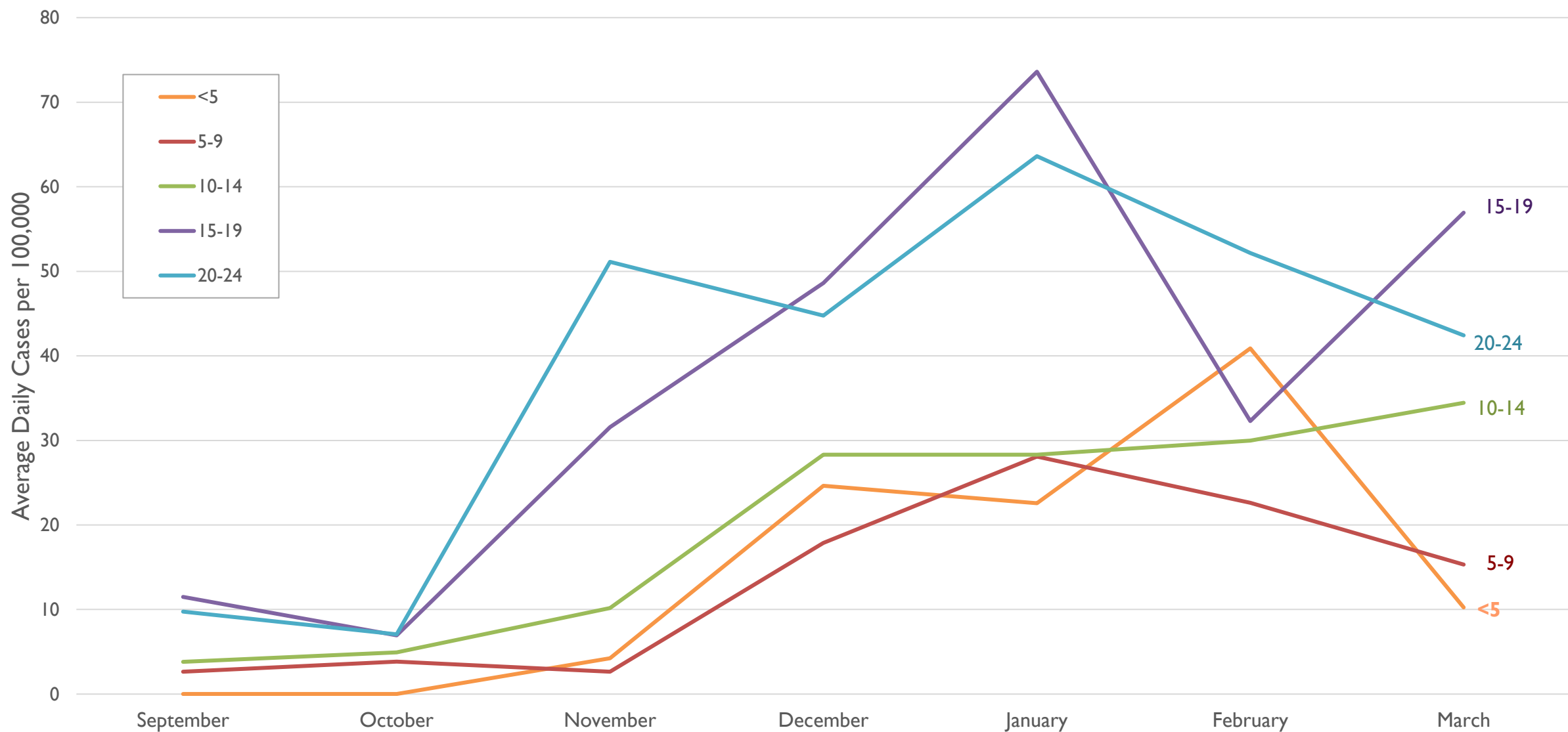
CASES BY AGE



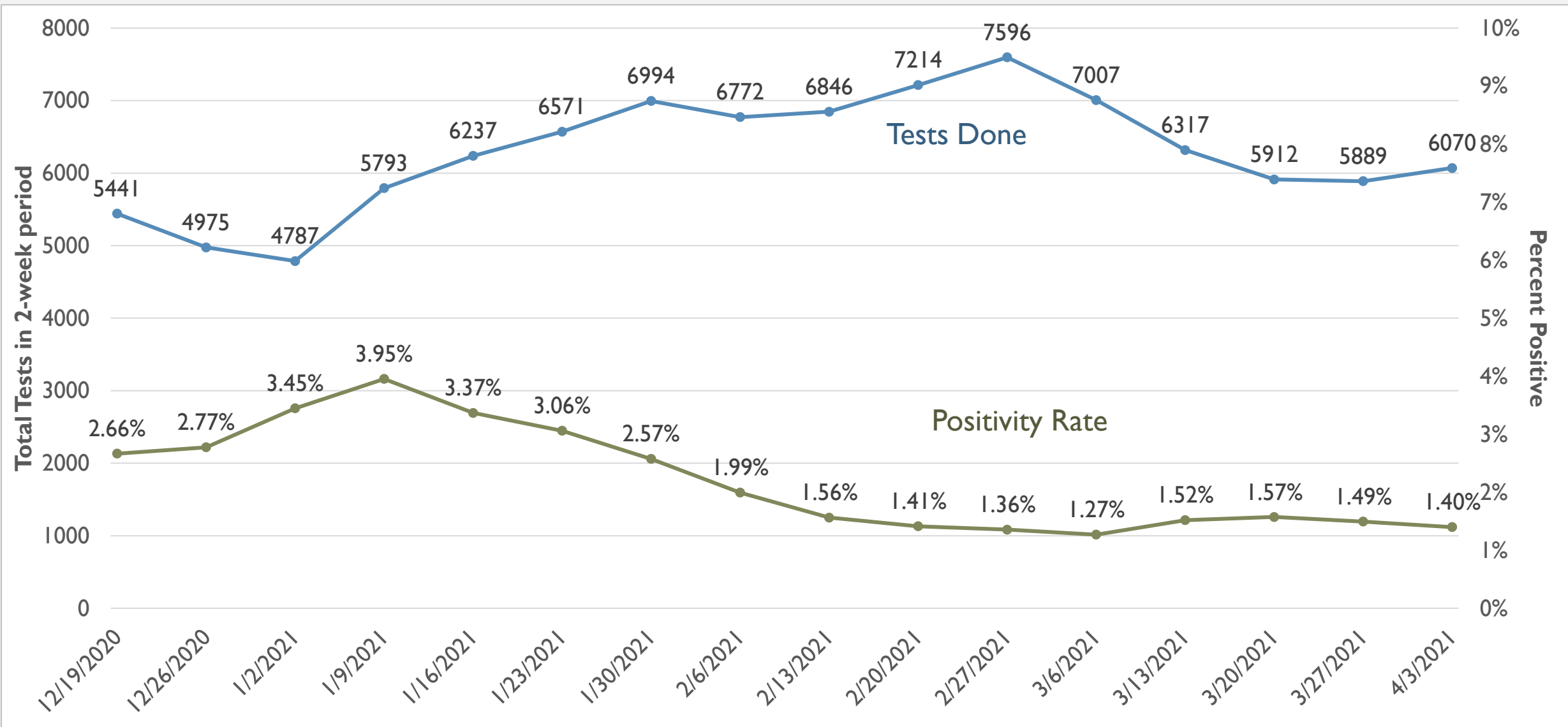
MONTHLY INCIDENCE



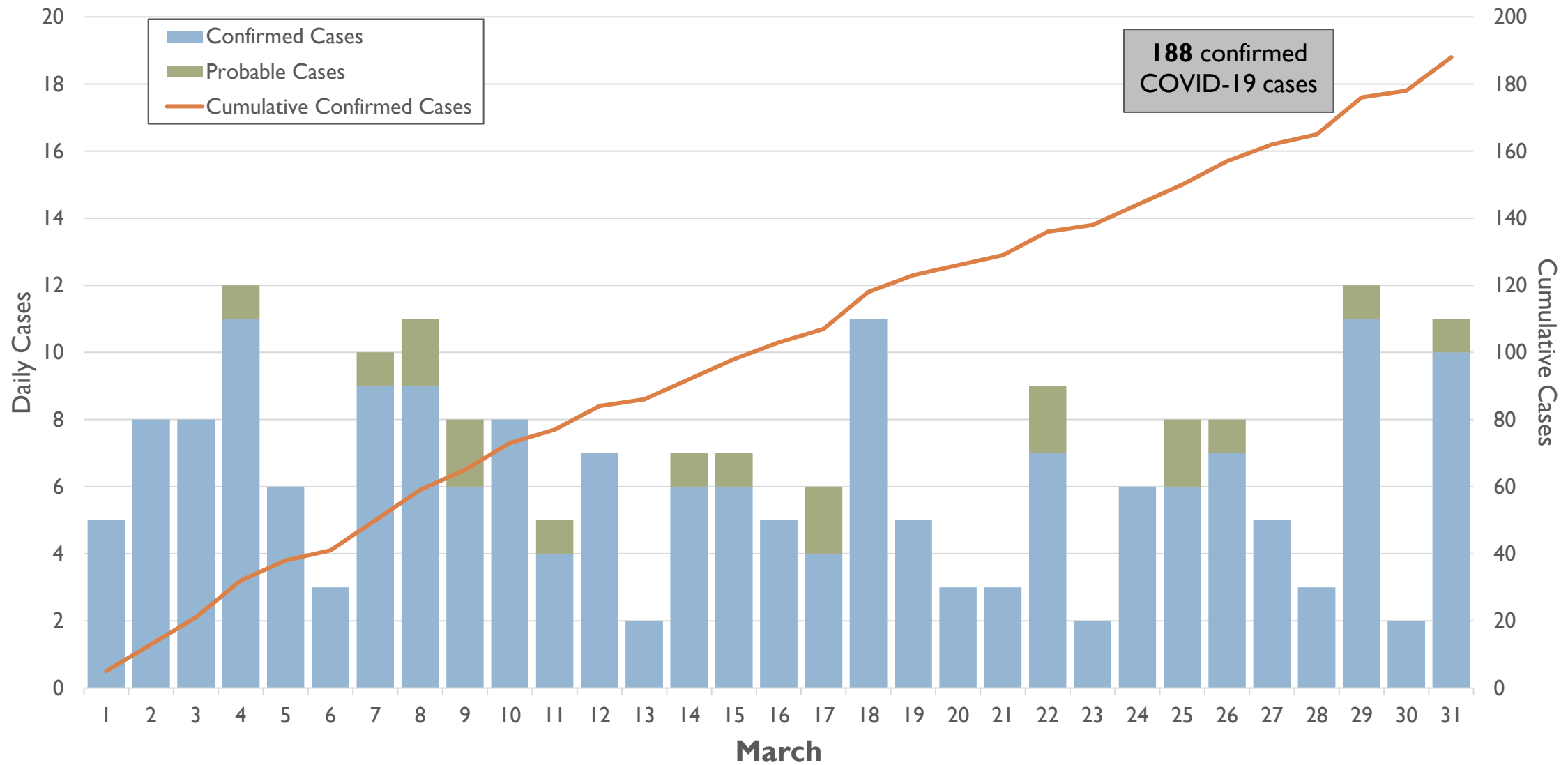
INCIDENCE IN CHILDREN & YOUNG ADULTS



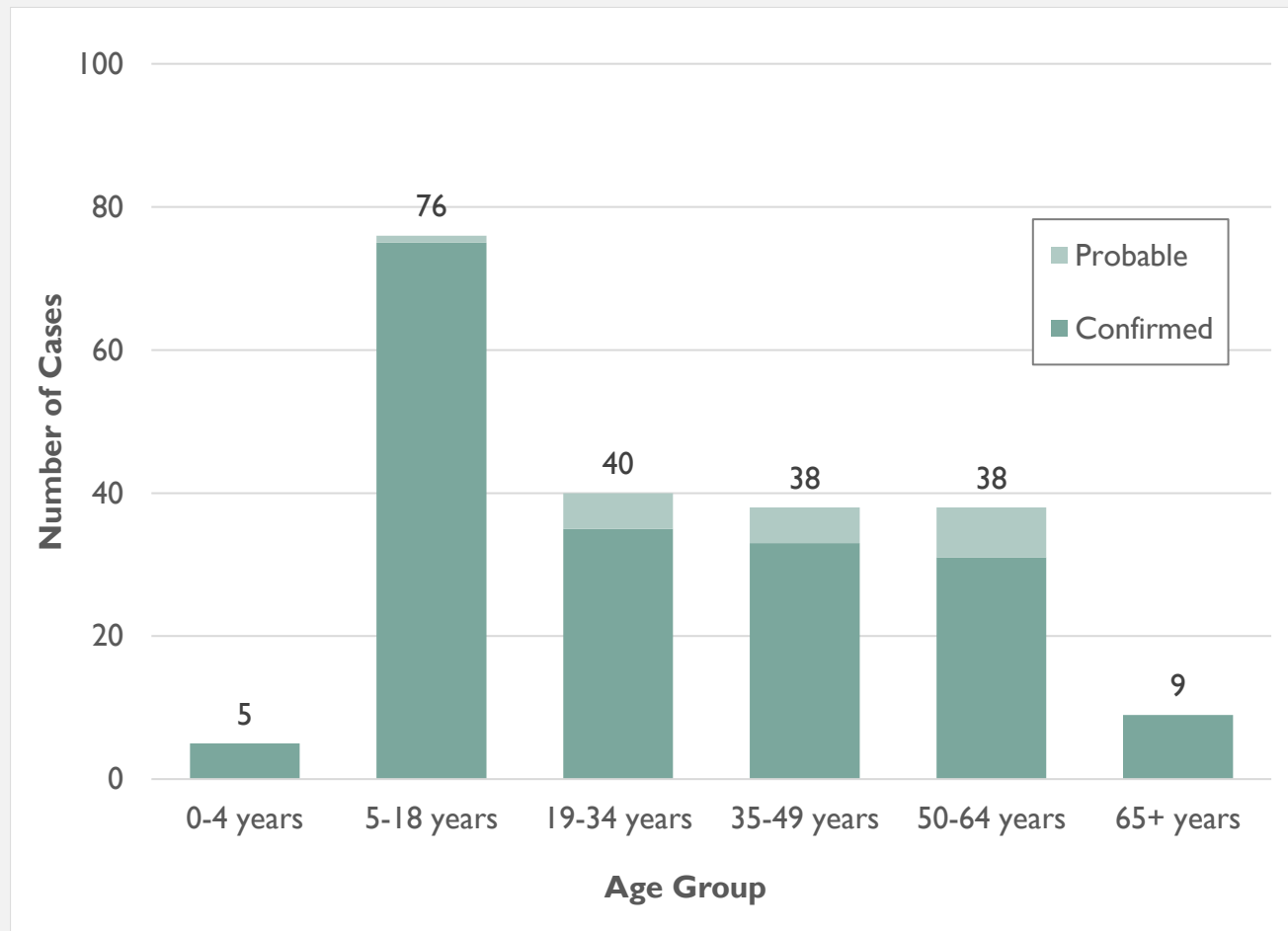
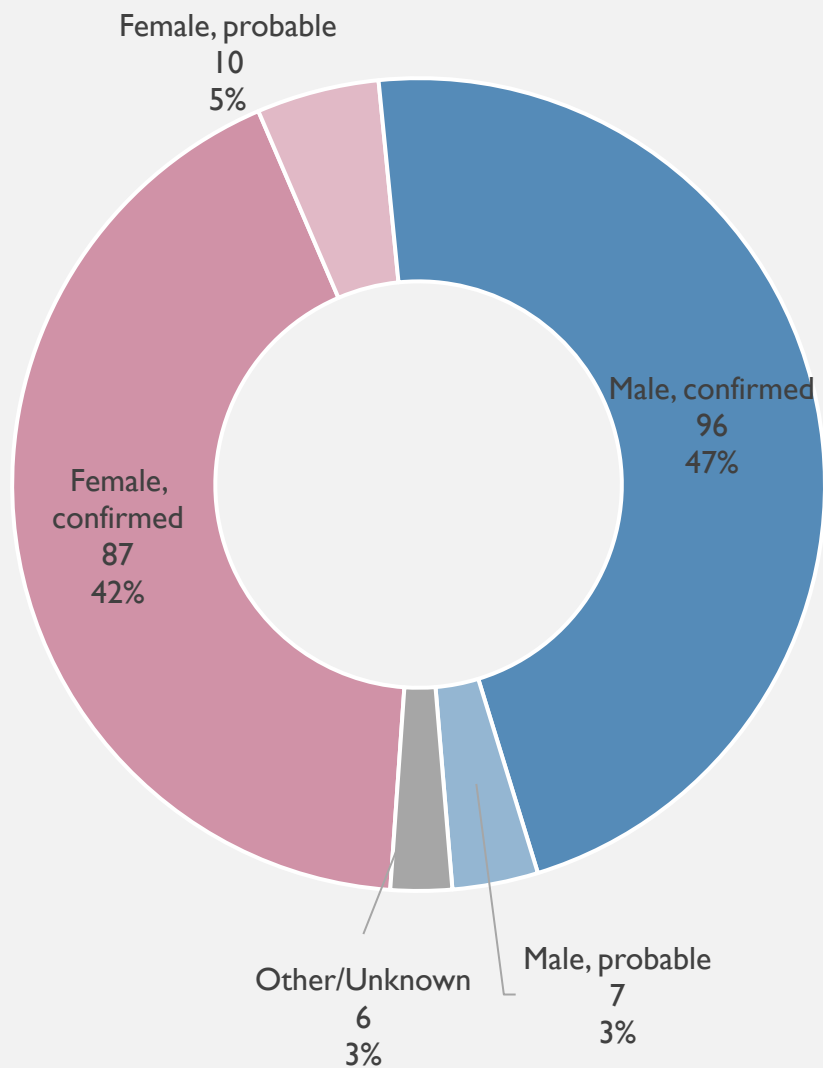
COVID-19 TESTING



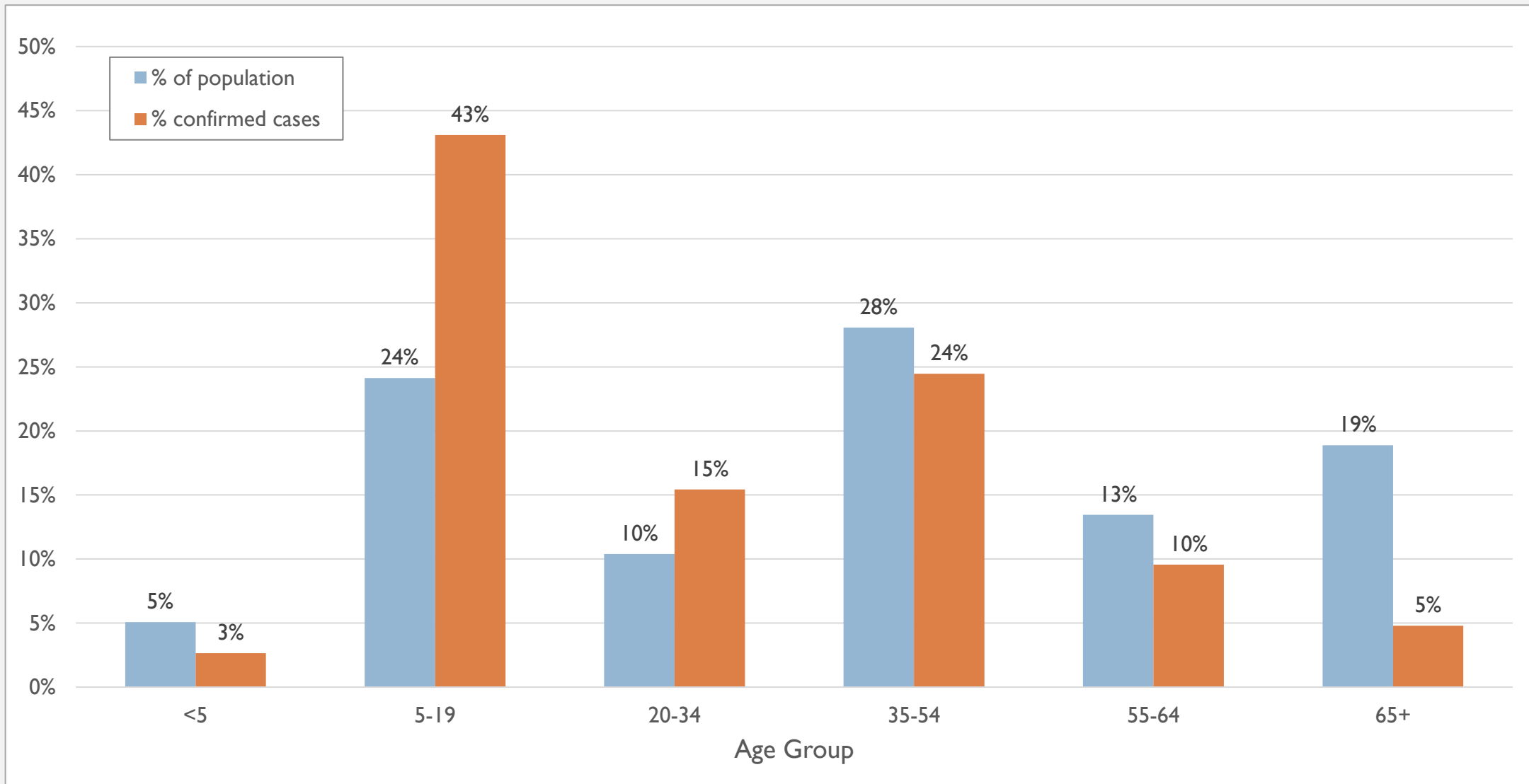
MARCH CASES



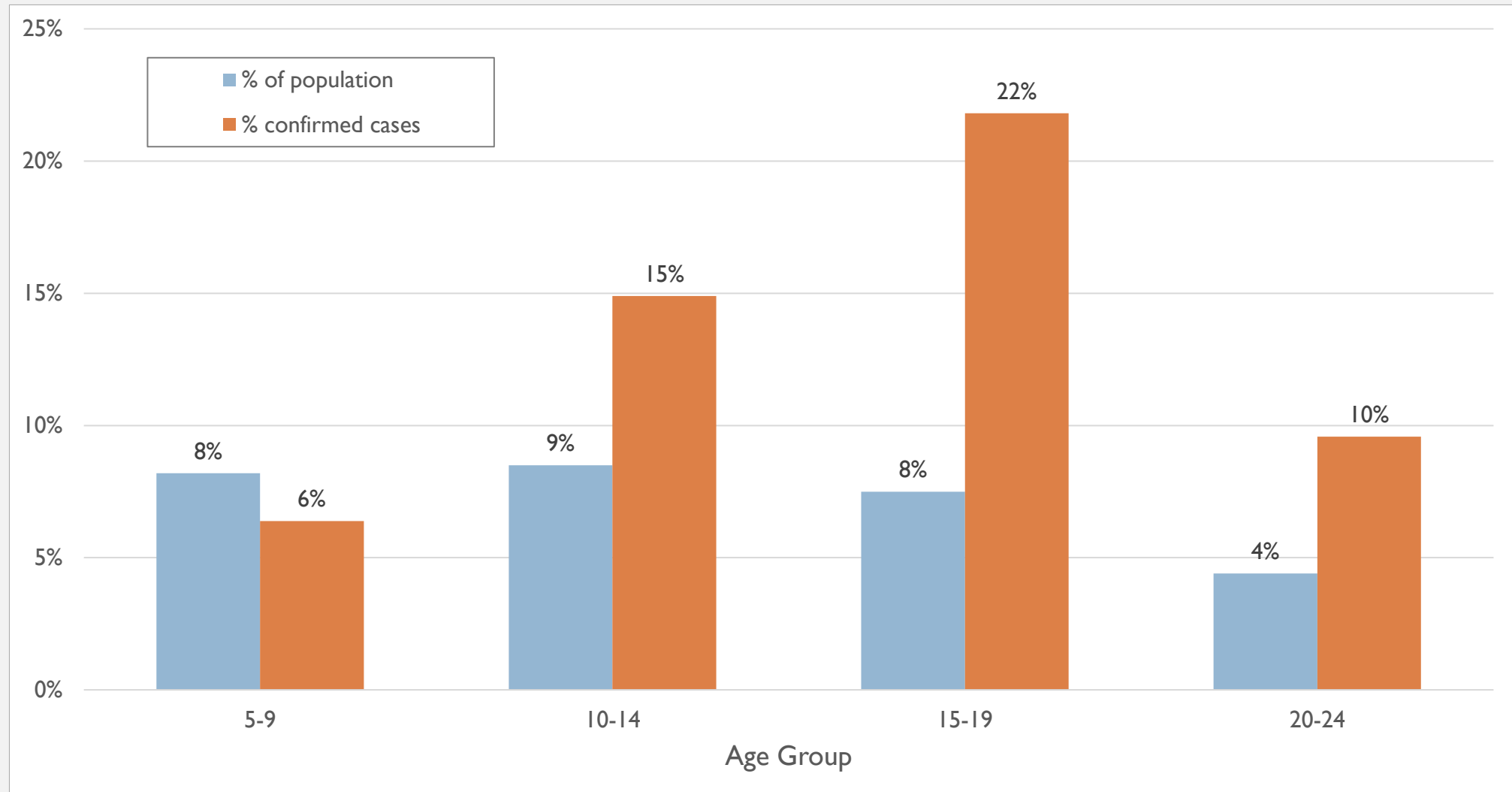
AGE & GENDER OF MARCH CASES



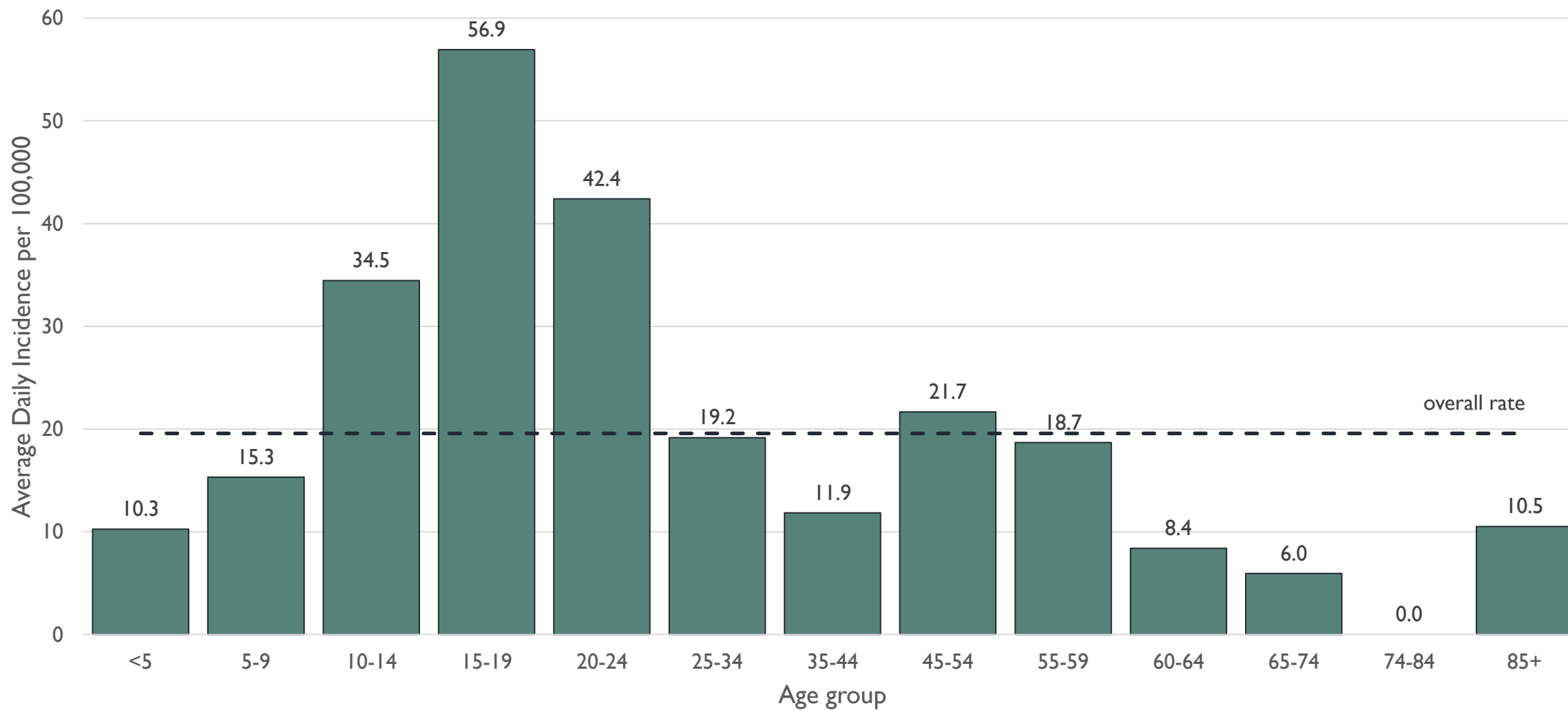
CASES VS. POPULATION STRUCTURE



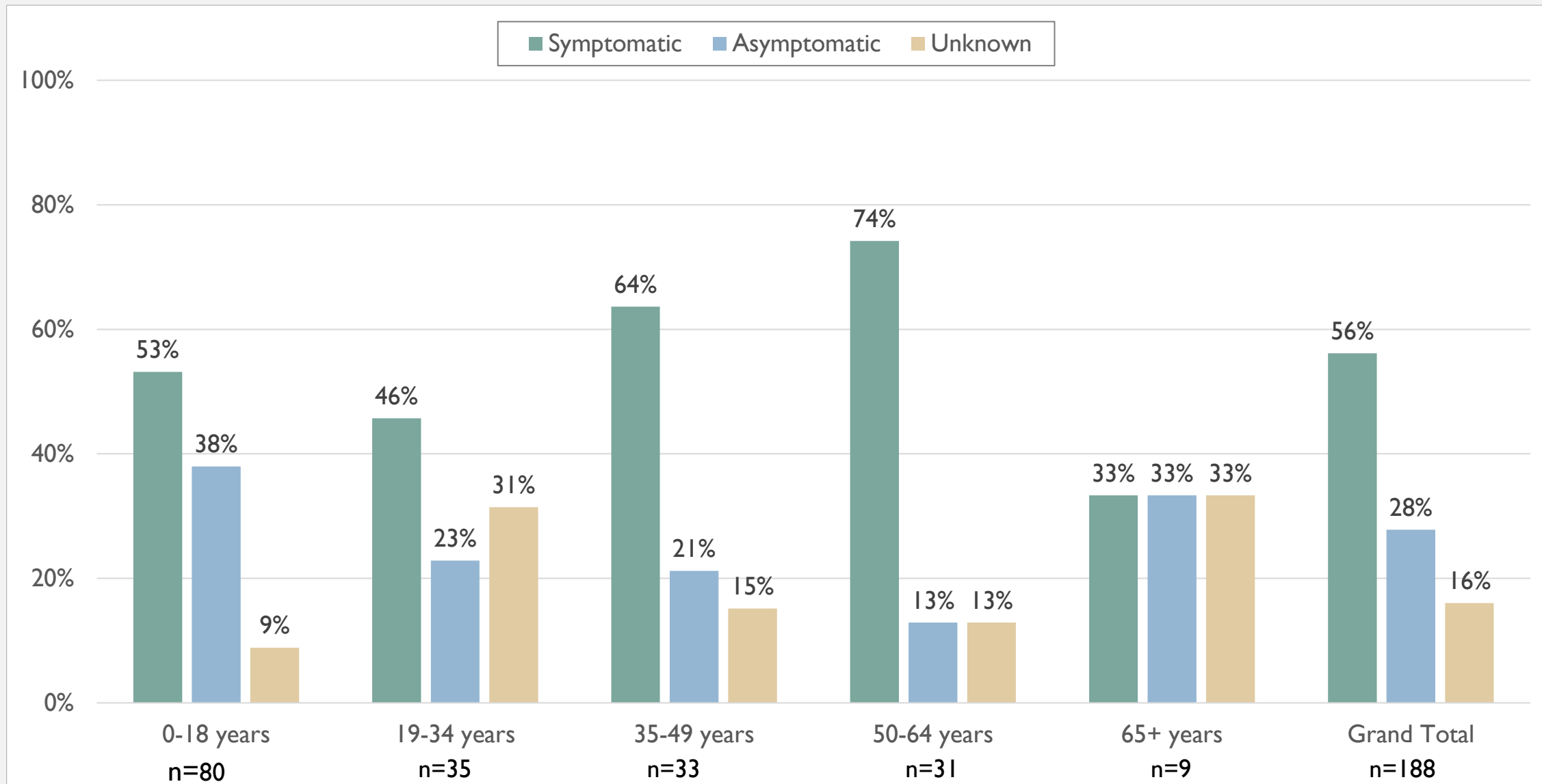
CASES VS. POPULATION STRUCTURE



INCIDENCE BY AGE GROUP



SYMPTOMATIC CASES

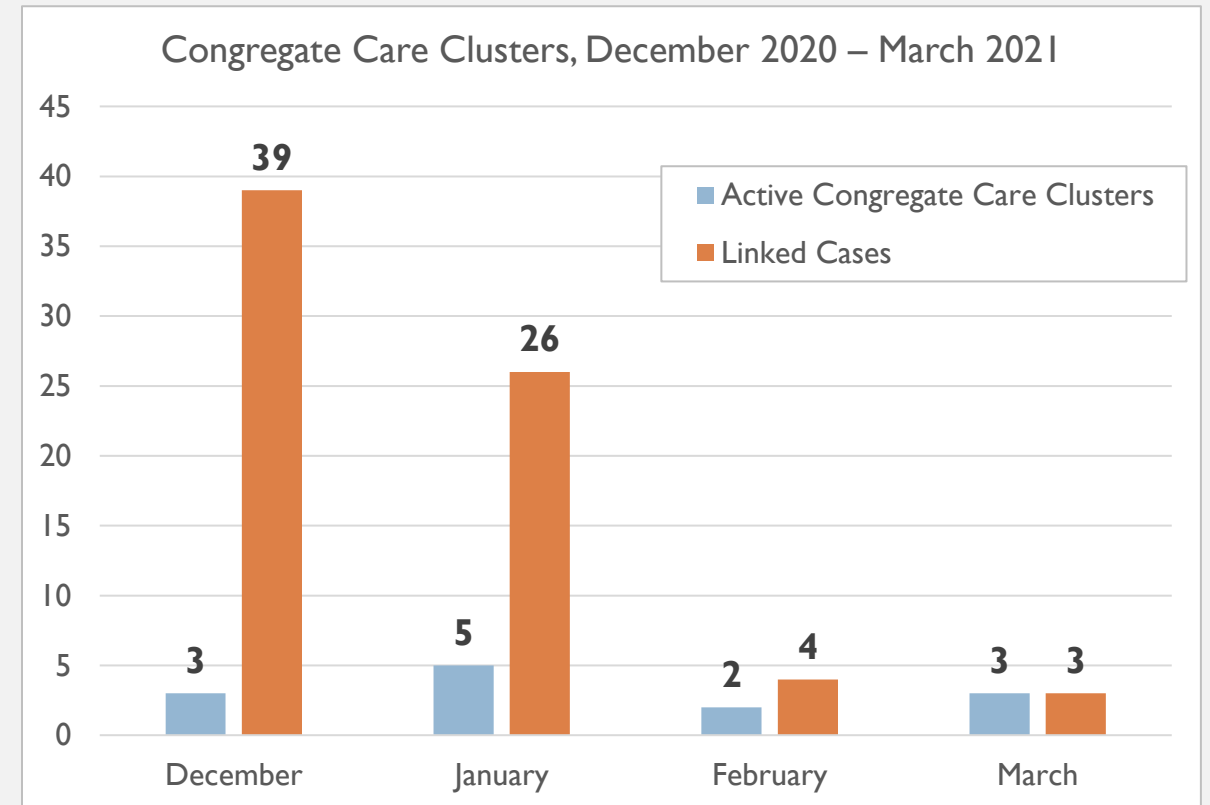
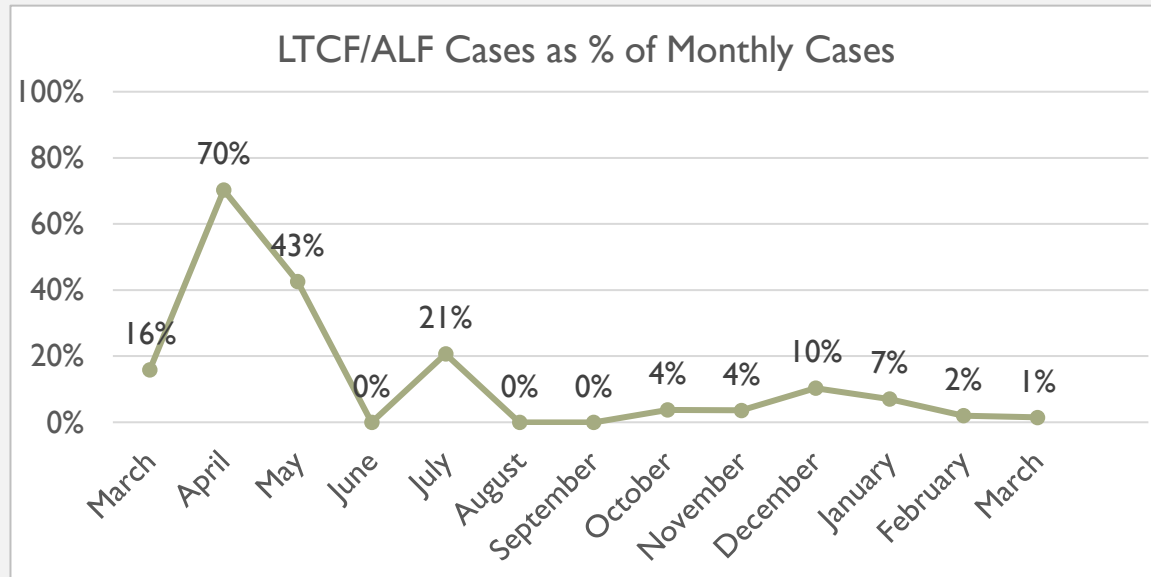
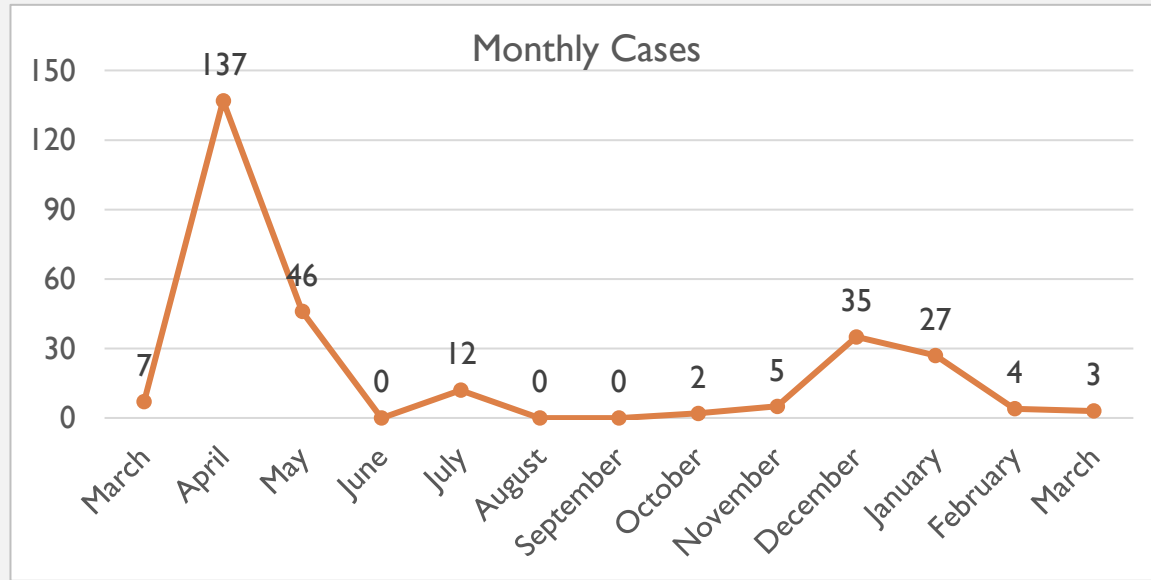


CLUSTERS

Cluster Type	Number of Clusters	Number of Needham Cases*	% of Needham Cases*
Household	41	129	63%
Social Gatherings	3	12	6%
Day Cares	4	4	2%
Congregate Care	3	3	2%
Schools	0	0	0%
Businesses	1	0	0%
Sports	0	0	0%

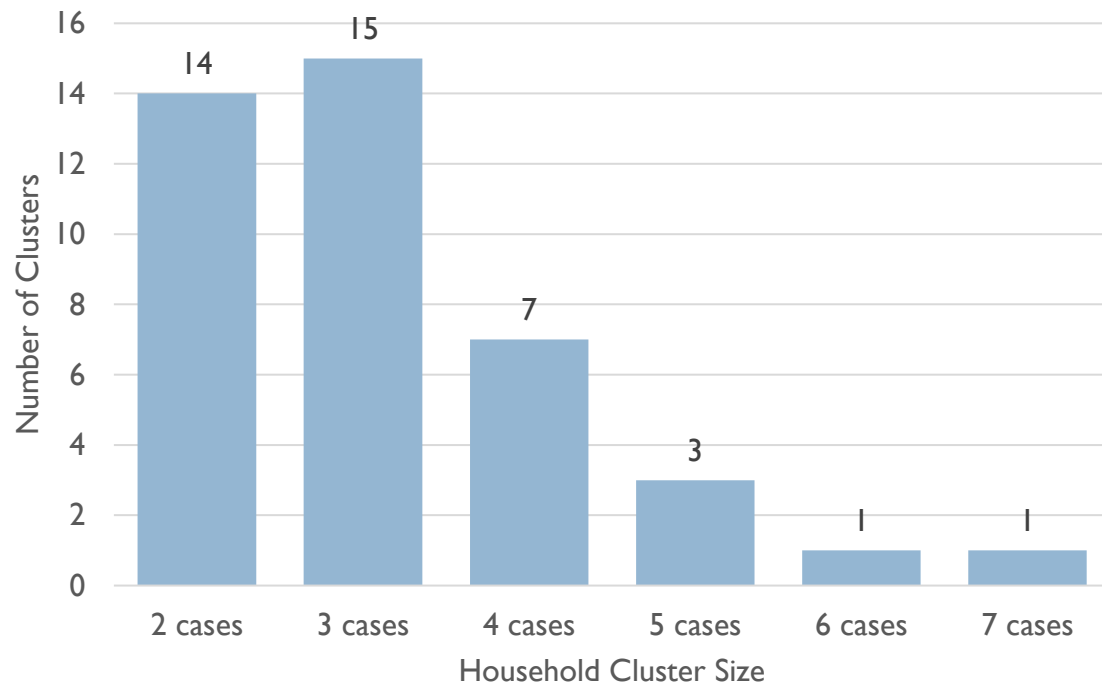
* Includes confirmed and probable cases

CONGREGATE CARE CLUSTERS

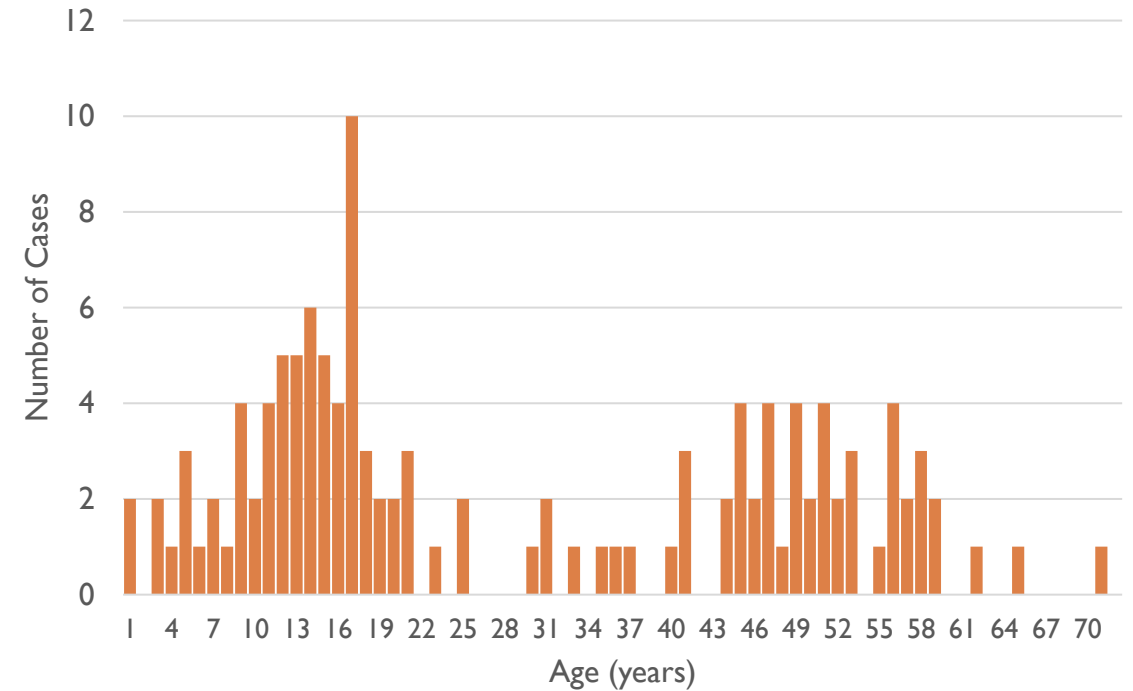


HOUSEHOLD CLUSTERS

CLUSTER SIZE

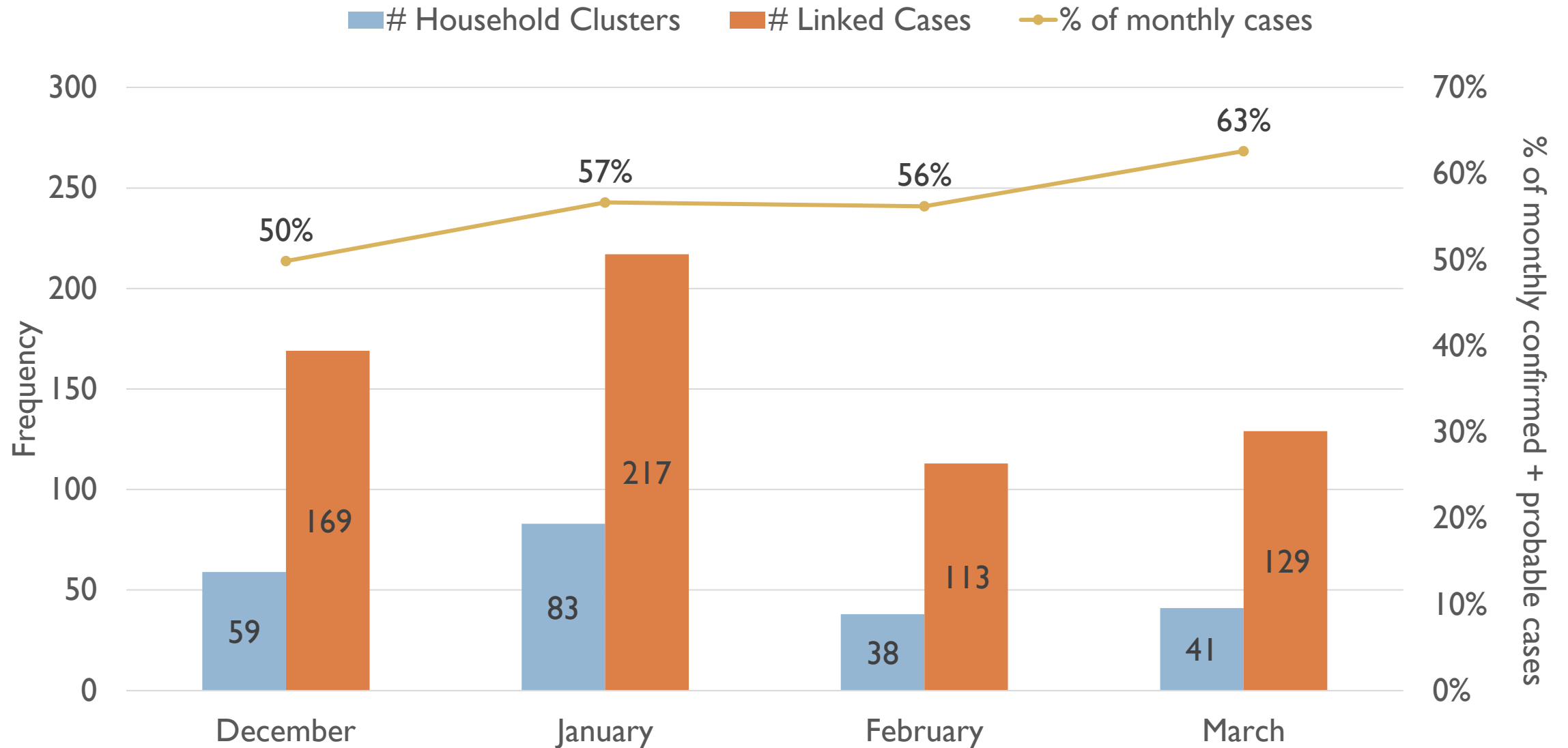


AGE DISTRIBUTION



Average of 3.1 cases per household cluster (Range: 2-7)

HOUSEHOLD CLUSTERS



CLUSTER CASE STUDY

Legend

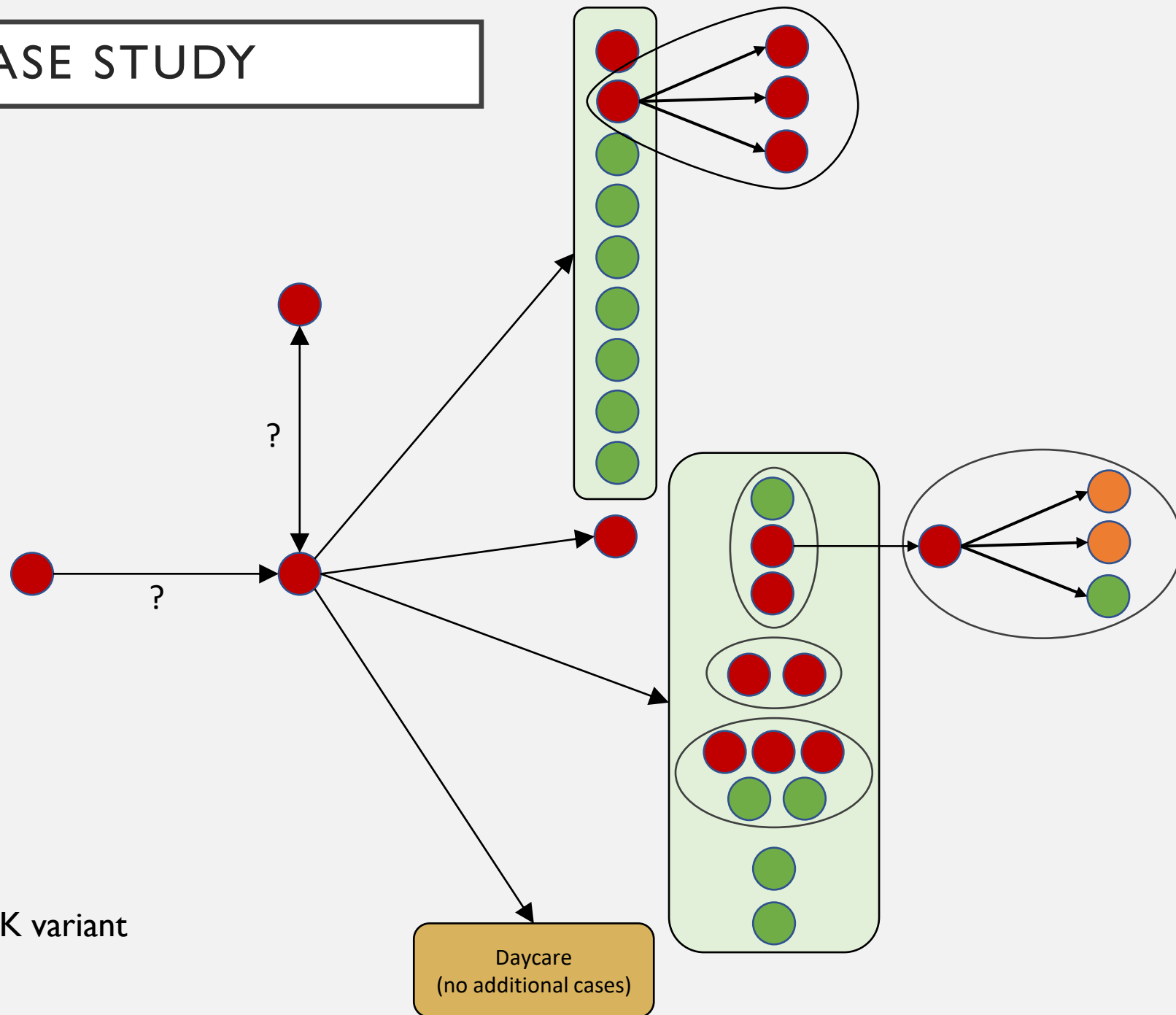
- Confirmed Case
- Probable Case
- Negative (contact)

→ Contact

→ Household contact

Event

Household



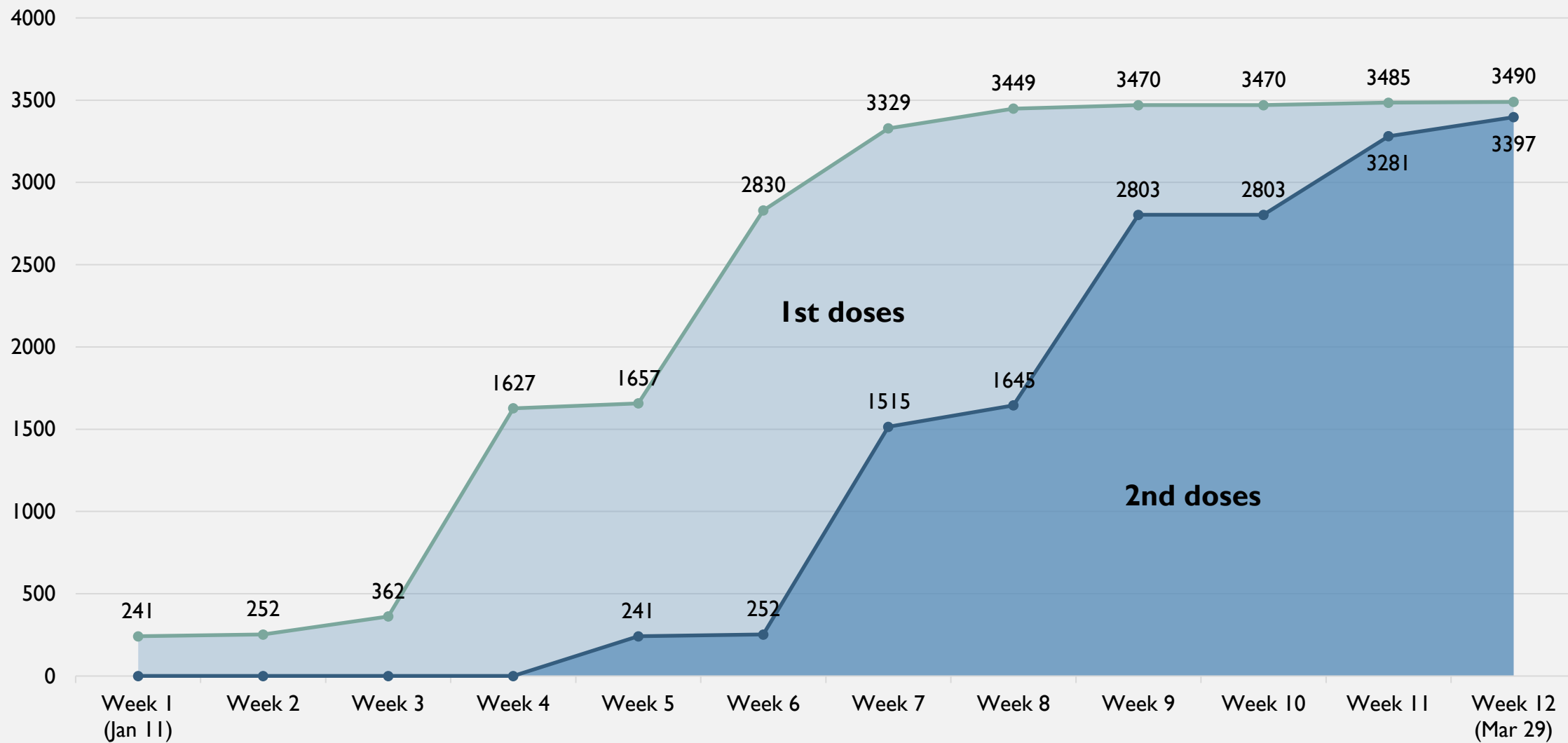
2 cases sequenced: B.1.1.7 UK variant

CONTACTS

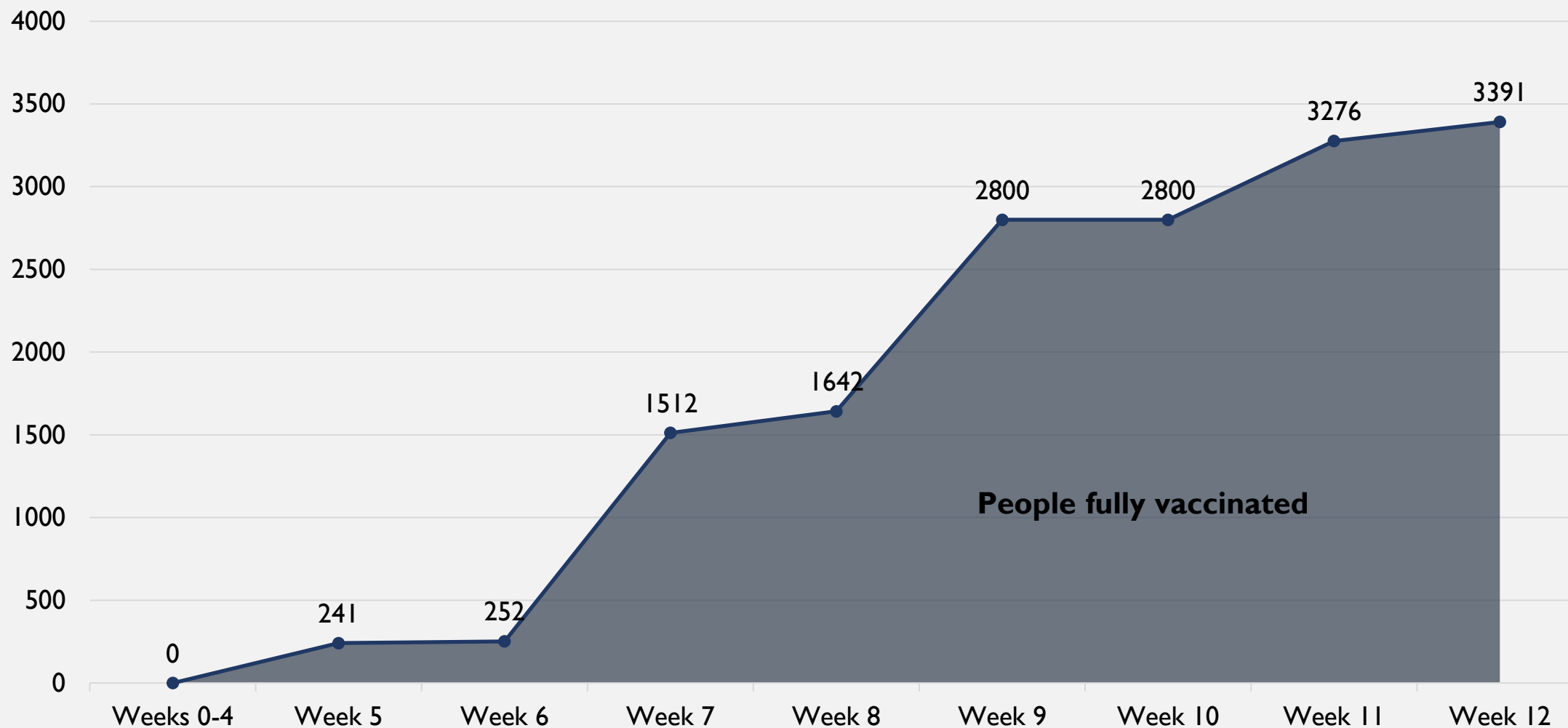
Source	Number
MAVEN	128
Needham Public Schools	163
<i>Pollard</i>	67
<i>Broadmeadow</i>	40
<i>Sunita Williams</i>	21

Vaccines Administered by Needham Public Health

VACCINES ADMINISTERED



VACCINES ADMINISTERED



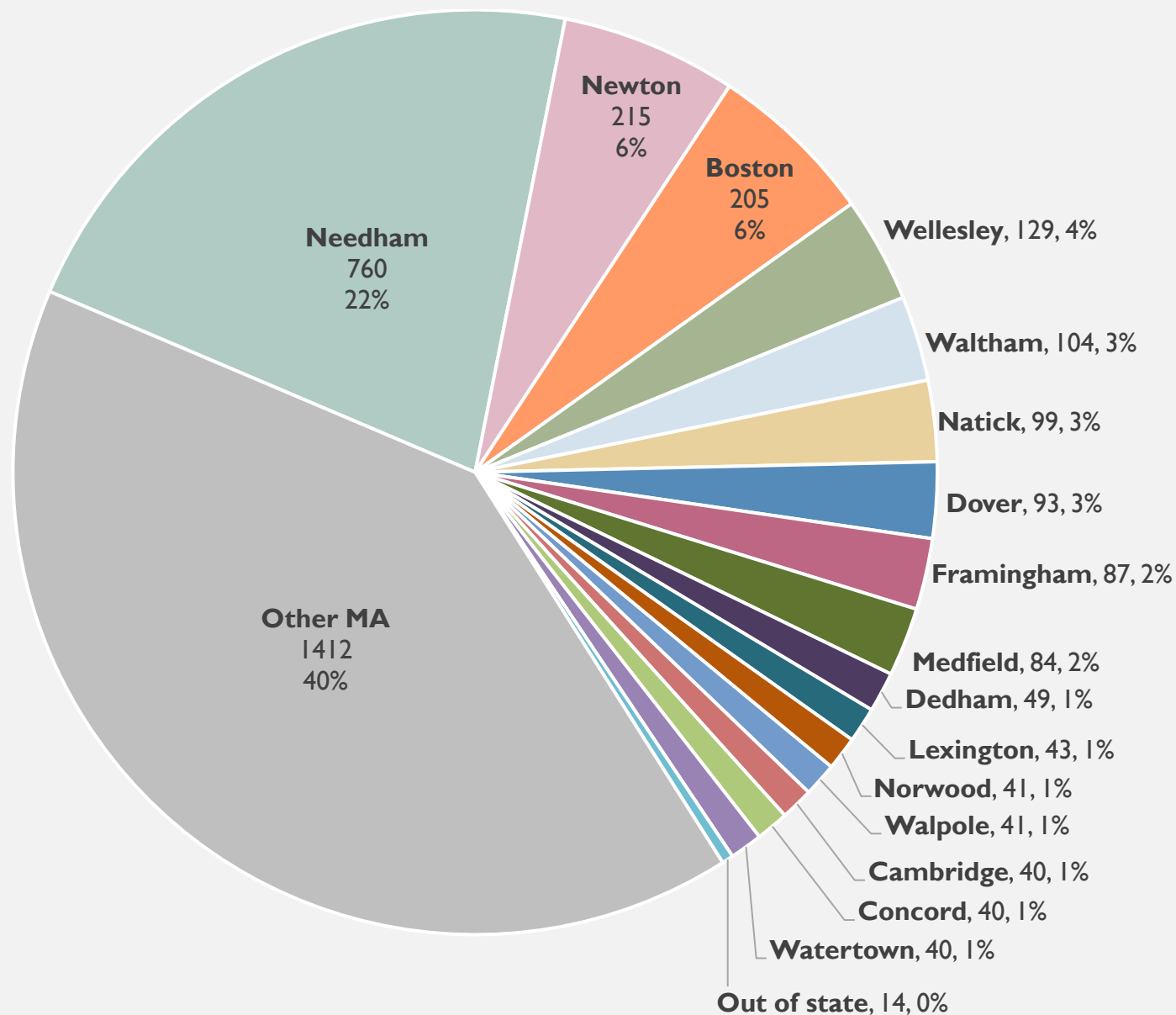
VACCINES ADMINISTERED

Total Doses Administered	6,887
People Vaccinated	3,496
People Fully Vaccinated	3,391
First Doses	3,490
Second Doses	3,397

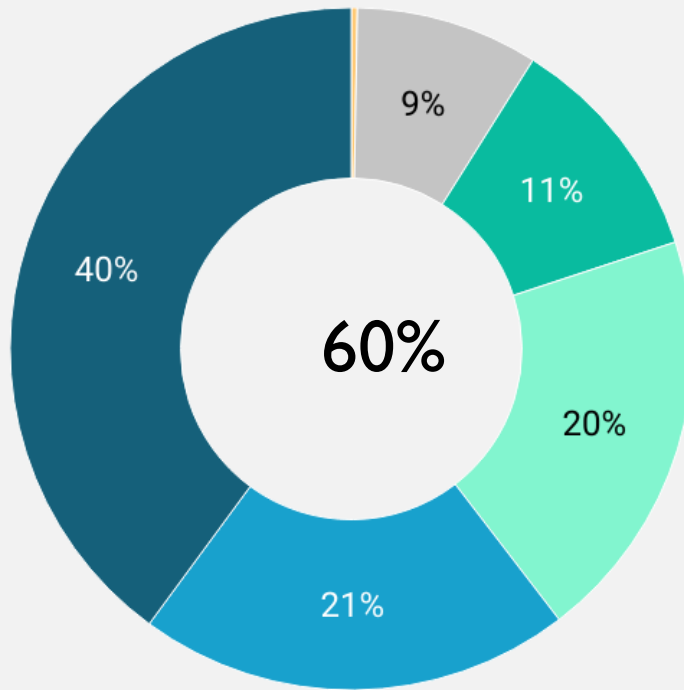
31 clinics operated
between January and
first week of April

PEOPLE VACCINATED BY TOWN

Residents of 207 towns
& cities vaccinated,
including 12 towns &
cities outside of MA

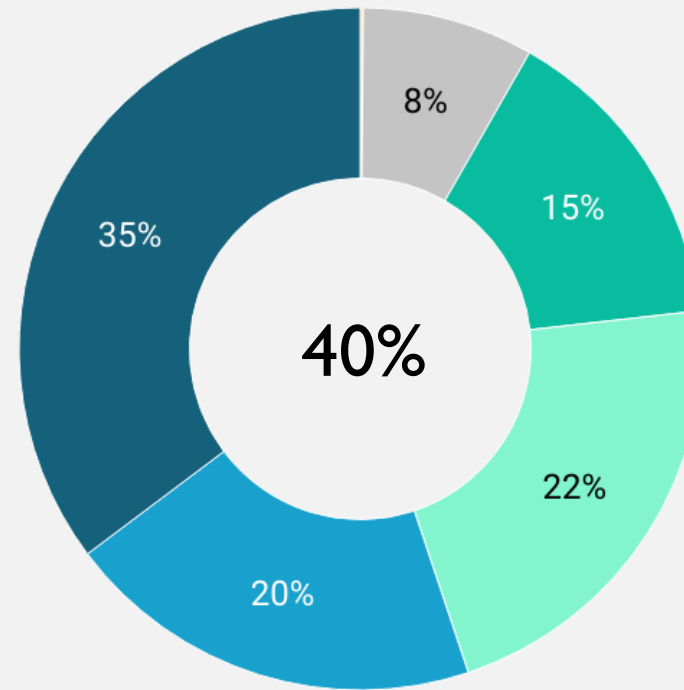


PEOPLE VACCINATED BY AGE AND GENDER



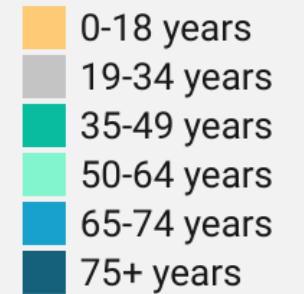
Female

Total:
2,092

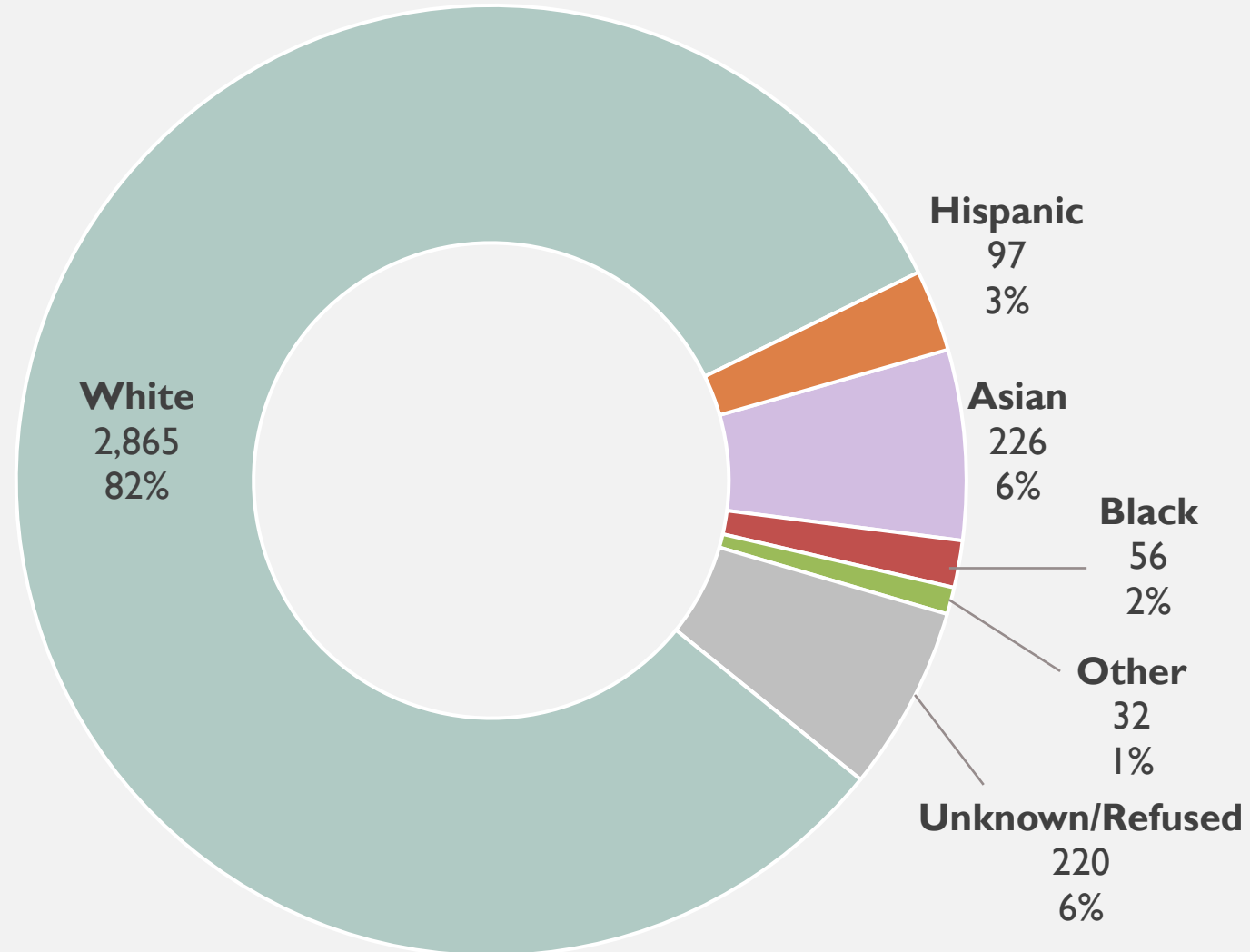


Male

Total:
1,404



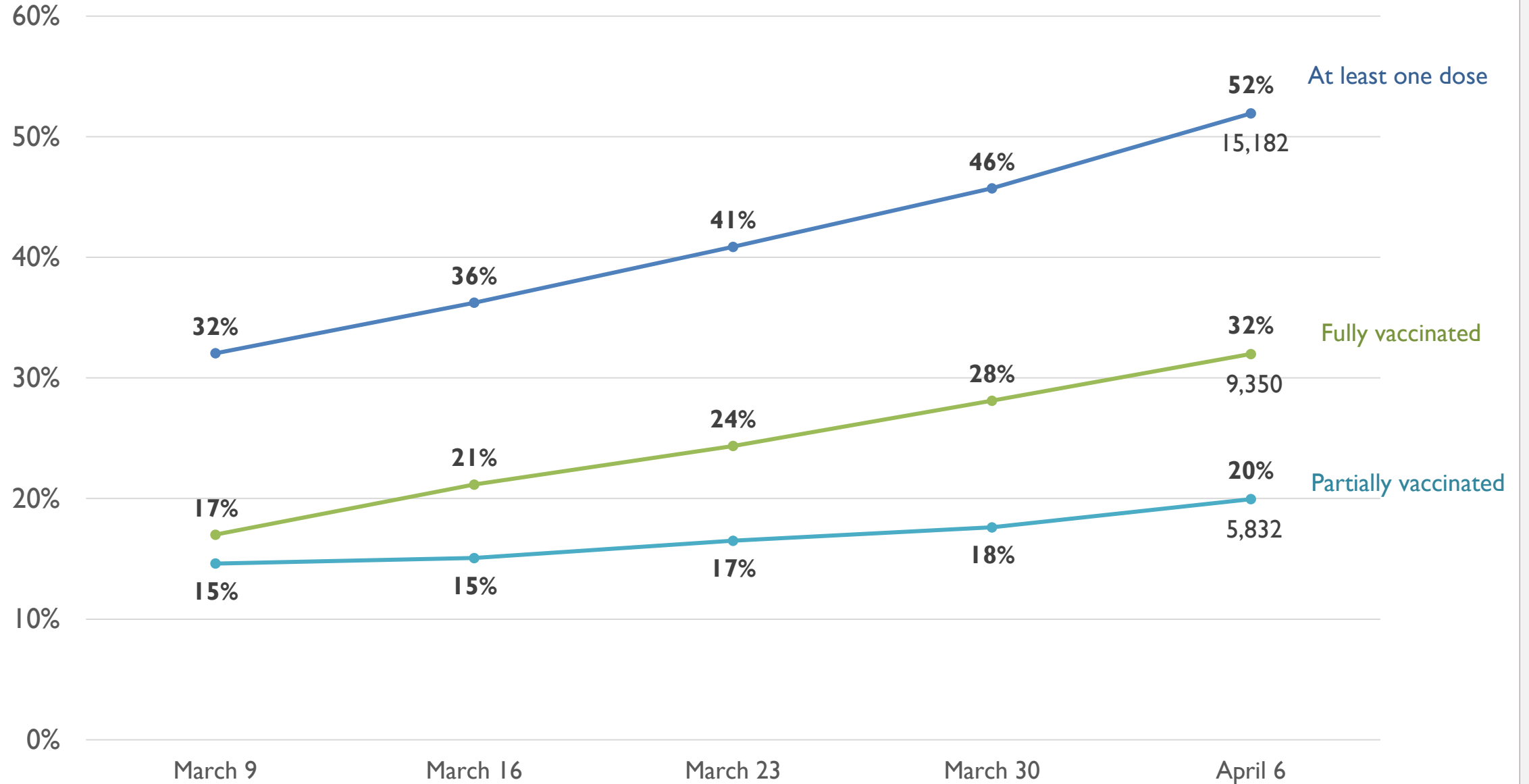
PEOPLE VACCINATED BY RACE & ETHNICITY



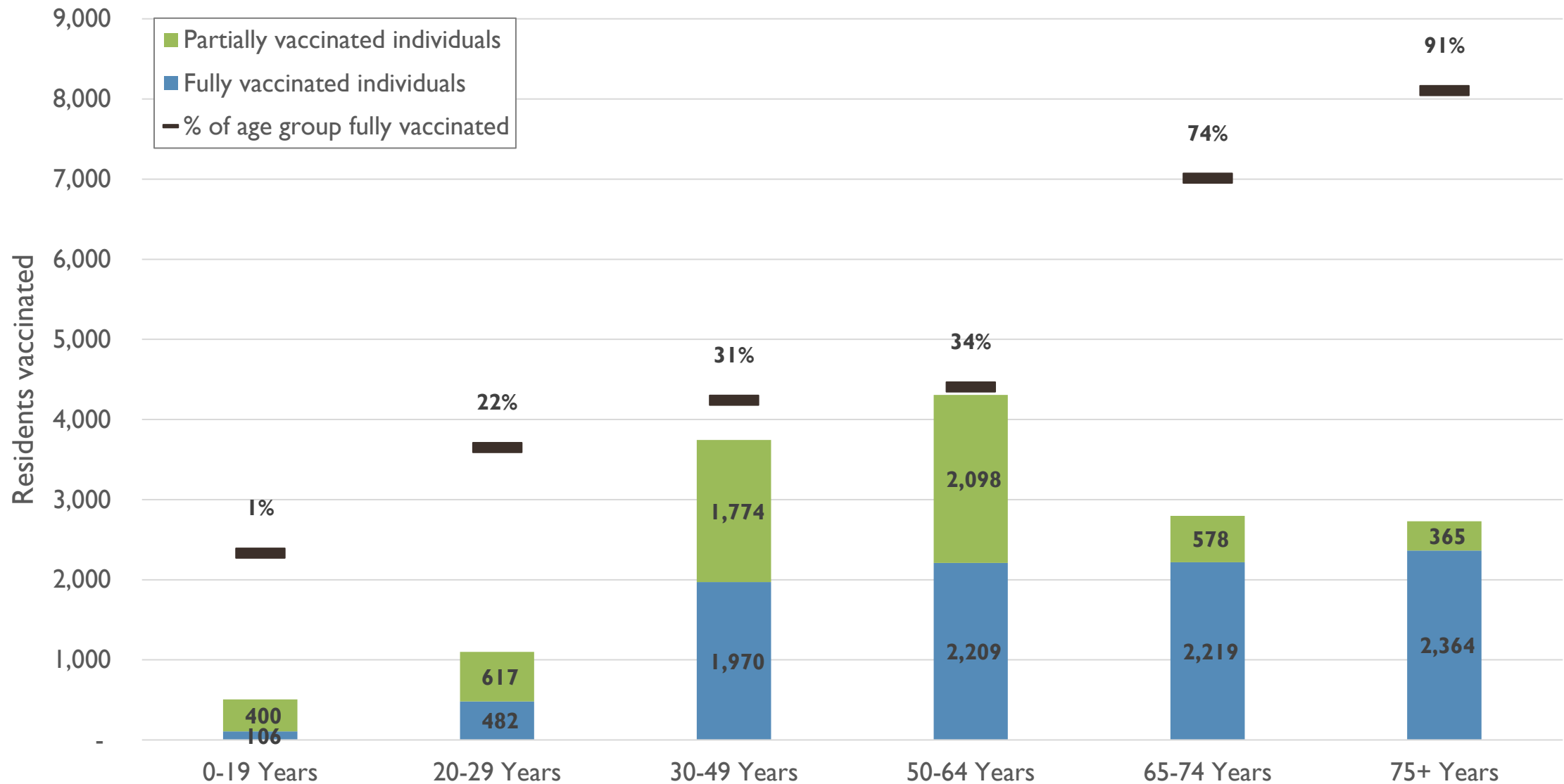
COVID-19 Vaccine Coverage in Needham

Data as of April 8, 2021

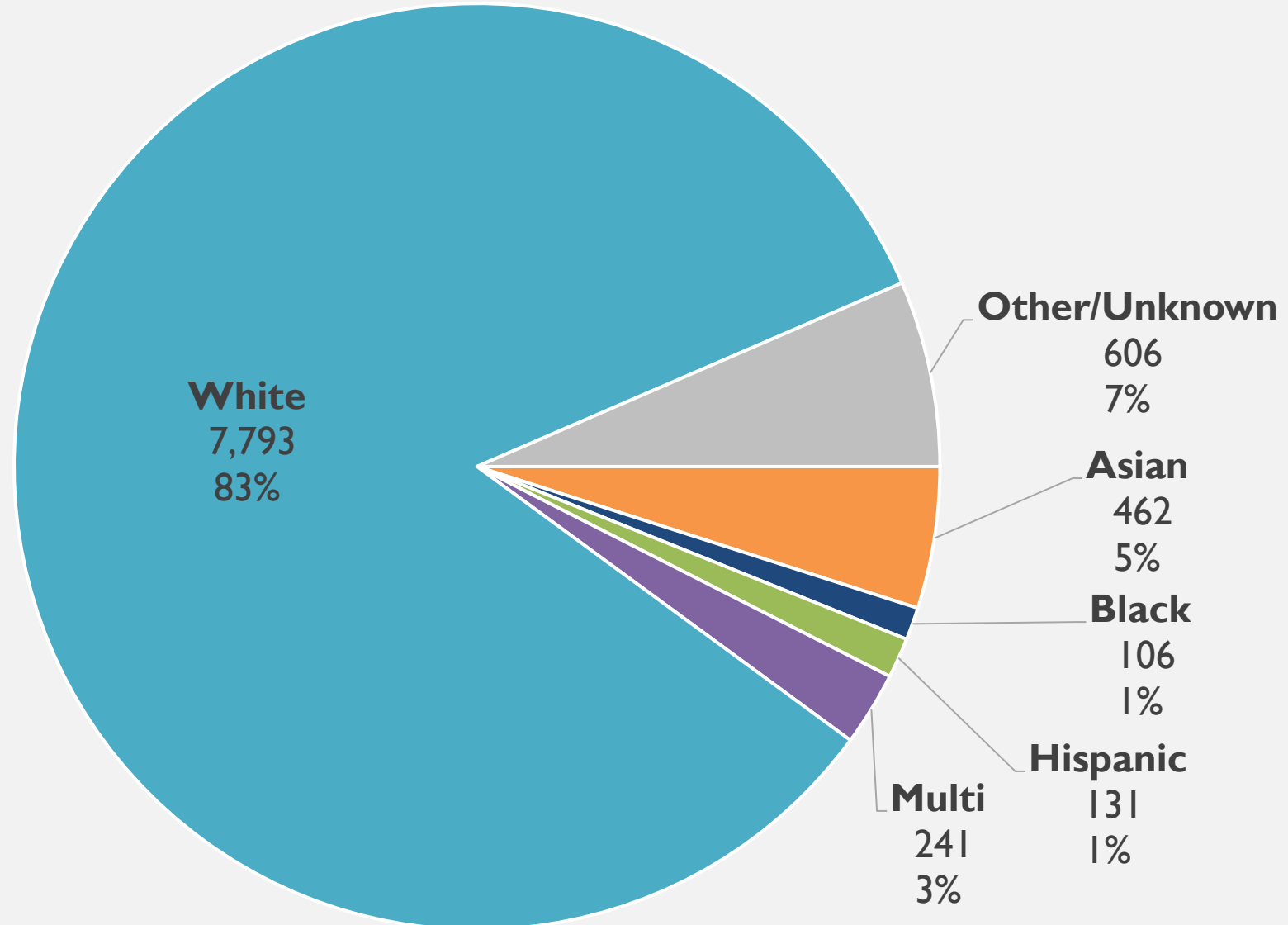
VACCINE COVERAGE RATE



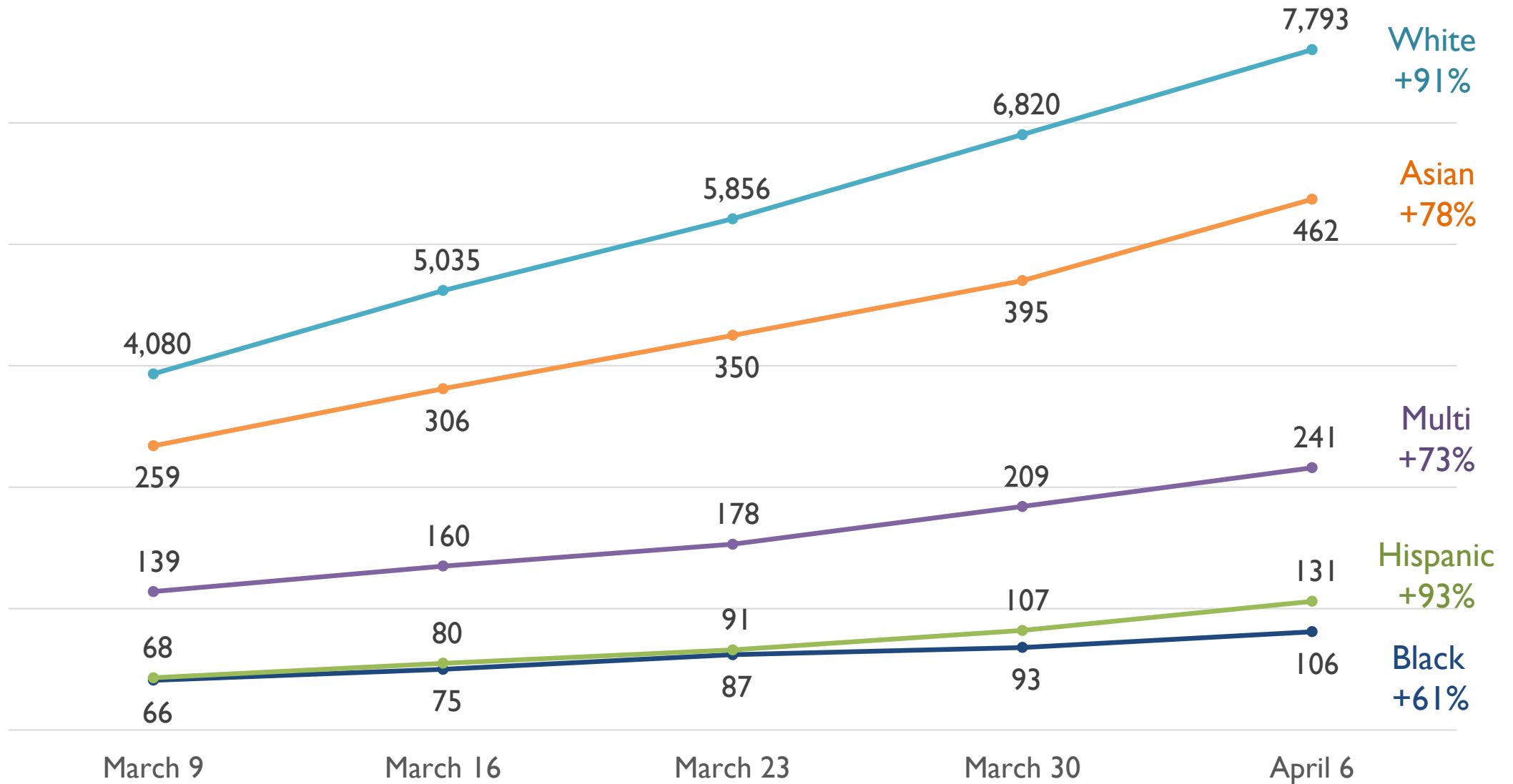
VACCINE COVERAGE BY AGE



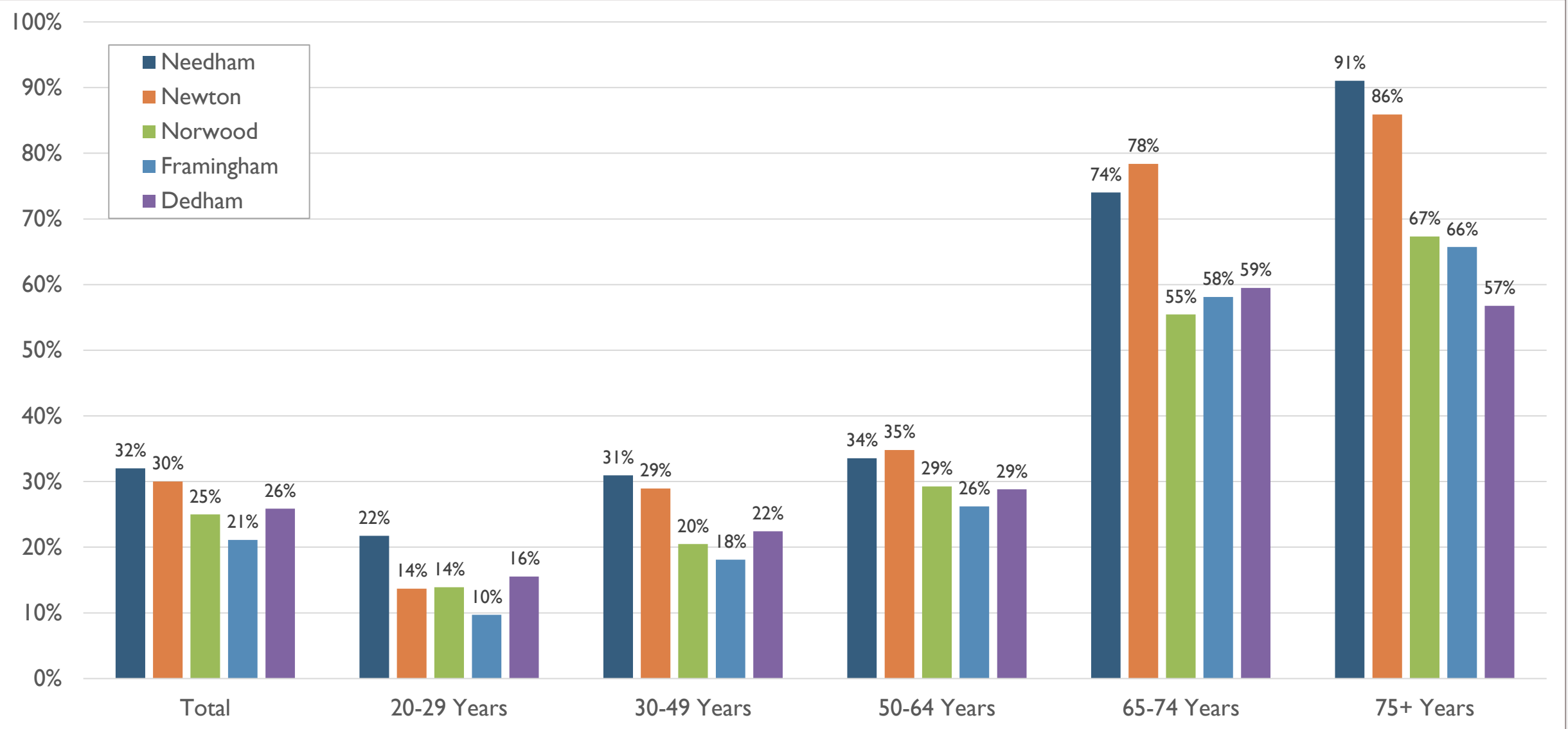
FULLY VACCINATED RESIDENTS BY RACE/ETHNICITY



FULLY VACCINATED RESIDENTS BY RACE/ETHNICITY



% FULLY VACCINATED BY TOWN





NEEDHAM DEPARTMENT OF HEALTH AND HUMAN SERVICES

POLICY or PROCEDURE TITLE: **Racial and Health Equity DRAFT**

Number:

Policy Type: ADM

Effective Date:

Date Reviewed or Revised: **3-9-21**

PURPOSE:

Racism is a pervasive condition that causes health disparities and has been recognized by health and mental health professionals for many years as a serious public health crisis. The high-profile events of 2020, especially those of police recklessness^{ness} and violent overreaction which led to the deaths many Black people, has reinvigorated public commitment to combatting racism. Other factors contributing to health disparities are poverty, immigration status, gender, disabilities, and ethnicity. This crisis clearly demands that public health and social services strive toward overcoming these disparities through policies, programs, actions, and self-reflection. The Department of Health and Human Services is obligated and committed to tackle racial and health inequities in all its work.

Institutional racism and other social conditions are systemic, cultural, and interpersonal threats to public health. While public health organizations have recognized the problems of health inequity and racial injustice, policies have lagged behind statements and thus have failed to institutionalize efforts to promote health equity and racial justice. It is also imperative for the Department of Health and Human Services to combat inequality and biases that are based on gender, sexual orientation, ability, age, and immigration status.ⁱ

The purpose of this policy is to allow and expect all staff members to be intentional in addressing all forms of health inequities, with particular emphasis on racism. This is a challenge, and yet that much more critical, in this predominantly White affluent town.

POLICY: All Needham Health and Human Services divisions will design and provide outreach and programs to benefit groups of people who are marginalized by race, class, poverty, immigration status, disability, and gender.

PROCEDURE: The department will engage staff, colleagues, and residents in conversations and actions to promote equitable and inclusive practices and programs,ⁱⁱ to ensure equal access to services.

1. Staff members will be intentional in addressing all forms and causes of health inequities, with special emphasis on racial inequities as needing more focus and explicit intention.

2. Division directors will ensure that staff use a racial equity assessment approach to evaluate new policies for the potential positive and negative impacts on equity (see addendum).
3. Directors will review their division's mission and vision and will review existing policies and procedures through a lens of equity and inclusion and revise where necessary.
4. Given that the most common languages other than English spoken in Needham homes are Mandarin and Russian; and given that the most common languages other than English spoken in the homes of Needham school children are Spanish and Portuguese; all educational material and reports published by Needham Health and Human Services programs will be translated into the languages of the community or the schools and interpreters will be engaged for community presentations.

References:

[The Massachusetts Public Health Association Health Equity Policy Framework](#)
[Government Alliance on Race and Equity Toolkit](#) (GARE)
[Race Forward Racial Equity Impact Assessment Kit](#)
[Needham Public Schools REAL Coalition](#)

Addendum: Equity assessment questions.

Prepared by:

Approved by:			
Director of Health and Human Services	Date	Program Director	Date

ⁱ from GARE

Addendum

Key assessment questions:

1. What is the policy under consideration?
 - a. Desired results and outcomes



NEEDHAM DEPARTMENT OF HEALTH AND HUMAN SERVICES

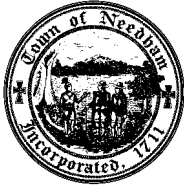
- b. How the proposed policy will change existing racial & other inequities
 - c. How it will address historic or contemporary inequities
2. What are the racial and other equity impacts of this decision?
 - a. Who is most impacted?
3. Who will benefit from or be burdened by the decision?
 - a. Which racial or ethnic groups may be most affected by and concerned with the issues related to this proposal?
 - b. Are there potential negative impacts or unintended consequences?
 - c. Are there strategies to mitigate the unintended consequences?
4. Have affected community members or leaders been engaged in the development or vetting of the proposal?
5. Can the policy be successfully implemented and evaluated for impact?

Abbreviated tool suggested by GARE:

- What are the racial equity impacts of this particular decision?
- Who will benefit from or be burdened by the particular decision?
- Are there strategies to mitigate the unintended consequences?

For more detailed assessment tools, see the references cited in the policy.

ⁱⁱ From Needham REAL Coalition



Office of the
SELECT BOARD

TOWN OF NEEDHAM

TOWN HALL
Needham, MA 02492-2669

TEL: (781) 455-7500

FAX: (781) 449-4569

TO: Boards, Committees, Commissions
FROM: Select Board
CC: Kate Fitzpatrick Town Manager, Katie King, Assistant Town
Manager/Director of Operations, David Davison, Assistant Town
Manger/Director of Finance, Department and Division Managers
DATE: April 1, 2021
RE: A Racial Equity Statement for the Town of Needham

In July 2020, the Select Board began the Needham Unite Against Racism Initiative to foster a dialogue about racism in Needham, and to produce actionable strategies to ensure that Needham is a welcoming and inclusive community.

During the past six months, the NUARI Working Group has developed a Racial Equity Statement for the Town of Needham, along with Guiding Principles and a set of Intentional Practices to help Needham realize the vision for racial equity.

The Select Board has voted to adopt these recommendations and will seek approval of NUARI's work in a non-binding resolution at Town Meeting this Spring.

The Select Board asks that your Board, Committee or Commission consider adopting the vision and principles, and integrating these concepts in your work plans, programs, and goals. We are interested in your perspectives and input going forward and would appreciate your letting us know what approaches and actions you plan to take.

The Select Board expects to host periodic summits to assess progress in this work and asks for the help of all the Town's elected and appointed policy makers. It is important that we work together to identify barriers to racial equity, and solutions, opportunities, and resources, to overcome them.

The support of all Boards, Committees, and Commissions, and that of the broader community, is required to assure that the Town of Needham is a welcoming and inclusive place.

NUARI Vision Statement, Guiding Principles, and Intentional Practices
Created & Approved by the NUARI Working Group, March 22, 2021
Adopted by the Needham Select Board, March 23, 2021

A RACIAL EQUITY STATEMENT FOR THE TOWN OF NEEDHAM...

Needham will be a community free of racism, racial bias, prejudice and discrimination. Our residents, schools, businesses, organizations and government will work together to identify barriers to racial equity and create solutions, opportunities, resources and support for removing them.

- We will work collaboratively and democratically toward a just, equitable, antiracist community.
- We will work to identify and change current policies, procedures, practices, and cultural norms in Needham that prevent meaningful access to opportunities because of race.
- We will create opportunities for the community to confront unpleasant truths and seek solutions that always amplify values of racial equity.
- We will intentionally create spaces for respectful dialogue and difficult conversations toward racial amity.
- We will actively engage with those who feel the impact of racism most directly, seeking their input, guidance, and honoring the wisdom of their experience.
- We will commit as individuals to be intentional in our efforts to learn and practice anti-bias and antiracism, transforming our thinking, attitudes and behaviors.

NUARI Vision Statement, Guiding Principles, and Intentional Practices
Created & Approved by the NUARI Working Group, March 22, 2021
Adopted by the Needham Select Board, March 23, 2021

GUIDING PRINCIPLES...

1. Racial equity in Needham means that the experiences of people of color are the same as those of the white majority – from day to day interactions, housing opportunities, interactions with the police and other first responders, employment, and educational opportunities, etc. On the path to racial equity...
 - a. People of color will see others of color in leadership roles in government, business, the school system, and civic groups.
 - b. Our community will have opportunities to learn a more complete version of American history and its relevance to today's challenges.
 - c. Students in schools will experience equity with regard to all aspects of their education (e.g. placement, acknowledgement, recognition, engagement, discipline, curriculum and co-curricular involvement).
 - d. People of color will feel safe, validated and treated equitably with respect to public safety (e.g. arrests, use of force, motor vehicle stops, traffic infractions, handcuffing, and criminal applications).
 - e. People of color will feel safe, validated, included and treated equitably in all Town-related activities (e.g. town meeting/government, services and events).
 - f. In the decision making process, the voices and experiences of people of color will be honored and respected as valid (e.g. equity in hiring, engagement and promotion, programs and events are inclusive and equity minded, intentional anti-bias efforts are employed in all considerations).
 - g. All races will want to live here – Needham will be a desirable community for everyone. The town will take proactive measures to support a more racially and economically diverse and inclusive population (e.g. housing access, mixed income and diversity of housing stock).
2. A healthy and equitable community recognizes the harm created by implicit bias, intolerance and racism and strives to embrace diversity and inclusion by using a racial equity lens to promote anti-racist behaviors and attitudes in all aspects of civic and inter-personal living.
3. We value lifelong/ongoing self and group learning and critical social analysis to acknowledge and to further understand the dominance of white culture and privilege throughout US history, and the importance of disrupting racial structures that perpetuate it.
4. Becoming anti-racist means that we must tackle our own implicit bias, intolerance and discriminatory lenses - thus, bringing about restorative justice, healing and reconciliation to truly bring together the community we live in.
5. All members of the community commit to engaging with good will and respect in order to repair and build healthy relationships.

NUARI Vision Statement, Guiding Principles, and Intentional Practices
Created & Approved by the NUARI Working Group, March 22, 2021
Adopted by the Needham Select Board, March 23, 2021

**SUPPORTING THE FOLLOWING INTENTIONAL PRACTICES WILL
HELP NEEDHAM REALIZE THE VISION FOR RACIAL EQUITY...**

- Seek to increase interactions and create/cultivate friendships across and among the various groups
- Commit to self-education to have a better understanding of and be more informed about race, racism, racial equity, race amity, and race relations.
- Foster safe environments for, and listen to residents who are, directly affected by racism and racial inequities.
- Engage in meaningful and productive conversations on racial issues with town/community members.
- Support those services, materials, expertise, scholarships, and organizations that advocate for racial equity.
- Stand up, speak out, and act against racism and racial injustice.
- Encourage vision, transformation and advocacy anchored in democratic action.
- Encourage and build public understanding of the need to eliminate racial injustice.

**Needham Unite Against Racism Initiative
Interim Report for Town Meeting
May 2021**

BACKGROUND

Launch of NUARI

In July 2020, the Select Board launched the [Needham Unite Against Racism Initiative](#) (NUARI) to foster a dialogue about racism in Needham and produce actionable strategies to ensure Needham is a welcoming and inclusive community. This included a listening session for community members who wished to share with Town officials their personal experiences with racism in Needham, their concerns, and suggestions for improvement.

This initiative is intended to be an ongoing effort so that together, Town leadership and residents can craft effective solutions to identified challenges. The Town is committed to ensuring that all residents of Needham are safe and free from racism, discrimination, and hate.

In September, the Select Board finalized the charge of the NUARI Working Group and appointed its founding members. In October, Town Meeting Members adopted a resolution (Special Town Meeting Warrant [Article 17](#)) requesting that the Select Board “conduct a review of the effects of systemic racism in Needham and, if warranted, present to the 2021 Annual Town Meeting and subsequent Annual and Special Town Meetings specific warrant articles aimed at improvement.” The Needham Unite Against Racism Initiative is driven by a shared understanding, as reflected in both the NUARI Charge and Article 17, that proactive dialogue and actions are needed to achieve racial equity in Needham. This report aims to provide Town Meeting and the broader Needham community with an overview of NUARI’s progress to date, initial recommendations, and the work that remains ahead.

Working Group Members

Members:

- Ramin Abrishamian, Needham Clergy Association, Needham Diversity Initiative
- Matthew Borrelli, Select Board Vice Chair
- Marianne Cooley, Select Board Member, NUARI Chair
- Natasha Espada, Resident
- Dr. Olutoyin Fayemi, Resident
- Vivian Hsu, Resident
- Jen Howard, Needham Human Rights Committee
- Sue Neckes, School Committee
- Marcus Nelson, Needham Human Rights Committee
- Jay Spencer, owner, French Press
- Oluwatoni Ajayi, student (stepped down)
- Dennis Zhang, Resident (stepped down)

Staff:

- Kate Fitzpatrick, Town Manager
- Katie King, Assistant Town Manager/Director of Operations

NUARI Working Group Charge

1. Articulating a recommended vision for racial equity in Needham and guiding principles that will inform future actions.
2. Establishing protocols and practices for getting community feedback, with a specific focus on engaging Black, Indigenous, and people of color (BIPOC), and others who have been marginalized due to their race or ethnicity. Strategies should be identified to keep Needham's racial equity work informed by BIPOC input but owned by Town leadership and the broader community.
3. Setting up communication structures to ensure the sustainability and accountability of the Initiative.
4. Discussing and prioritizing other recommendations that have been submitted to the Select Board.
5. Making recommendations to the Select Board about future action.

WORK TO DATE

The NUARI Working Group has met 2 - 3 times per month since convening in October 2020. Members dedicated a significant amount of time to completing the first item of their charge: "Articulating a recommended vision for racial equity in Needham and guiding principles that will inform future actions." (see page 4 and Appendix A)

NUARI members were also asked to identify key areas of focus, which they ranked in this priority order:

- Policing
- Schools
- Housing
- Diversity on Town Boards and Committees
- Neighbor Interaction
- Interaction with Local Businesses
- Diversity of Town Staff

These priority areas informed subsequent meeting agendas, presentations, and discussion topics. Content experts from Town departments and the Needham Public Schools presented to the NUARI Working Group to provide foundational knowledge about their work and existing diversity, equity, and inclusion (DEI) initiatives. The NUARI Working Group was provided with relevant documents, resources and links to existing studies including the Needham Public Schools Equity Audit, Attorney Natasha Tidwell's Investigative Report of the Needham Police Department, and the Town of Needham's Housing and Zoning Analysis (see Resources, page 8). These meetings launched the start of ongoing dialogues between NUARI members and municipal leaders about additional actions that may be needed to achieve our vision for racial equity. Those conversations have informed the recommendations included in this report and will serve as the basis for future discussions over the next year.

Beyond the concrete deliverables outlined in this report, the members of the NUARI Working Group have committed themselves to building relationships with one another and fostering an environment

where members can openly and productively grapple with the real impacts racism has had on individual members of the Needham community and on the Town, as a whole. NUARI Members have shared personal experiences, asked questions to better understand different perspectives, and modeled how to meaningfully engage in this uncomfortable but necessary dialogue. The hallmark of NUARI's work has been the candor, respect, and appreciation members have shown one another throughout this process.

Meetings

NUARI Working Group members were asked to identify priority areas of focus, which informed the meeting agendas, presentations, and discussion topics:

- [10/20/2020](#): Overview of NUARI and the Working Group; Discussion of Operational Questions
- [11/09/2020](#): Survey Results for Priority Areas of Interest; Discussion of Facilitator for Vision Planning
- [11/16/2020](#): Vision Setting Session 1 with Lisa Smith-McQueenie, facilitator
- [12/07/2020](#): Vision Setting Session 2
- [12/21/2020](#): NPS REAL Coalition presentation with Dan Gutekanst, Superintendent of Schools, Mary Lammi, Assistant Superintendent for Student Support Services, and Joanne Allen-Willoughby, Needham METCO Director.
- [01/04/2021](#): Vision Setting Session 3
- [01/11/2021](#): Law Enforcement Session 1: Discussion with Police Chief John Schlittler; Vision Setting Session 4
- [01/25/2021](#): Public Listening Session 1
- [02/08/2021](#): Vision Setting Session 5; Final vote on Vision Statement
- [02/22/2021](#): Discussion of Guiding Principles; Zoning and Housing Session, Lee Newman, Director of Planning and Community Development, and Karen Sunnarborg, Community Housing Specialist
- [03/08/2021](#): Town of Needham & Needham Public Schools Staff Diversity, Equity and Inclusion Efforts with Rachel Glisper, Town of Needham Director of Human Resources, and Alexandra Montes McNeil, NPS Assistant Superintendent for Human Resources; Discussion on Diversity of Town Boards and Committees.
- [03/22/2021](#): Final Vote on Guiding Principles; Law Enforcement Session 2: Discussion on Attorney Natasha Tidwell Report with Chief John Schlittler and Lt. Chris Baker
- [03/29/2021](#): Discussion of Draft Town Meeting Report; Planning for Public Listening Session

- 04/12/2021: Public Listening Session 2
- 04/26/2021: Final Vote on Town Meeting Report
- May and June 2021: Mapping Next Steps

Vision Setting Process

The Town partnered with Lisa M. Smith-McQueenie, an independent consultant who specializes in community culture, diversity, equity, and inclusion work, to facilitate NUARI's vision setting process. Ms. Smith-McQueenie is an experienced trainer, facilitator, and practiced leader oriented to integrating theory and practice. She holds a Master of Arts in Experimental Psychology from Northeastern University and has held numerous roles at Simmons University including Assistant Vice President, Organizational Culture, Inclusion, & Equity and Associate Dean for Student Life. She facilitated more than 10 hours of discussion, resulting in NUARI's recommended vision statement, guiding principles and intentional practices.

Members of NUARI agreed that a vision statement and guiding principles on racial equity are intended to help make decisions and align goals and actions with the community's values. It should be heavily informed by communities of color who have been impacted by institutional and structural racism. After discussion, NUARI agreed the shared vision statement should include the following characteristics:

- it is where you want to be (as a community)
- it is aspirational and inspirational
- it describes an outcome that is meaningful, believable, and relevant.

The visioning process included electronic communication and in-person sessions via Zoom.

- Sending a pre-survey completed by NUARI working group members individually
- Facilitating sessions which included the following:
 - Confirming working group agreements.
 - Distinguishing among vision, mission, strategy, and goals/objectives.
 - Establishing a shared language bank, vocabulary, or glossary of terms.
 - Discussing emerging themes and identifying focus areas.
 - Reviewing and analyzing sample statements, drafts, and formats.
 - considering values and guiding principles.
- Hosting a public listening session on 1/25/2021.
- Reviewing public feedback received from session, emails, and previously published survey.
- Making edits and revisions.

The final vision statement, guiding principles, and intentional practices were adopted by the NUARI Working Group on March 22, 2021 and by the Select Board on March 23, 2021. **See Appendix A.**

KEY TAKE-AWAYS & RECOMMENDATIONS

General

Recommendations

- The Select Board should submit a resolution requesting that Town Meeting adopt Needham's vision statement for racial equity at the May 2021 Special Town Meeting.
- The Select Board should forward the vision statement and guiding principles to all Needham Boards and Committees for their consideration and integration into their goals.
- The Town should encourage Needham non-profit organizations, civic groups, and businesses to adopt the vision statement.
- In its bi-annual Town survey, the Town should include a question to gauge residents' perceptions of how welcoming and inclusive the Needham community is.
- NUARI will continue their work over the next year to recommend initial strategies, goals, and objectives as well as institutional owners for each area of prioritized work.

Boards and Committees

Key Take-Aways

- Town Board and Committee members volunteer their time and skills to solve complex issues and recommend policy that helps to shape the Needham community.
- The Town Charter details which Board and Committee members are to be elected or appointed and who has appointment authority. Many appointed positions are under the authority of the Select Board or the Town Moderator.
- While the Town has not collected uniform demographic data to date, historically the majority of elected and appointed members have been White. The proportion of representation by gender varies by Committee.

Recommendations

- The Town should make intentional efforts and identify creative ideas for community outreach to diversify the candidate pool for all appointed Boards and Committees.
- The Town should identify strategies and partners to encourage diverse candidates to run for elected office.
- The Town should take steps to measure efforts and progress on efforts to make Boards and Committees more diverse.

The Community

Key Take-Aways

- There are several formal and informal affinity groups in Needham that bring together people with shared identities or interests, but not all identities (e.g. culture, race, ethnicity, religion) have an existing affinity group.
- Needham has many community-based organizations and initiatives that are focused on diversity, equity, and inclusion broadly, and racial equity specifically.

- The Town of Needham has a vital role in advancing our shared vision for racial equity, but cannot be successful alone. Achieving this vision will require the engagement of Needham residents, businesses, and organizations in partnership with our schools and government.

Recommendations

- The Town should work with stakeholders to develop a discrimination complaint process and provide forums where individuals feel comfortable discussing their concerns related to diversity, equity, and/or inclusion.
- The Town should identify opportunities and partners to provide educational opportunities and community dialogues on the history of racism in America and other topics on equity.
- The Town should partner with stakeholders to create a framework for how community members can effectively engage in conversations around race, diversity, equity, and inclusion, to build relationships and a stronger understanding of different perspectives and lived experiences.
- The Town should identify opportunities and partners to host and promote cultural events and celebrations to be welcoming and inclusive of all cultures and backgrounds.
- The Town should explore ways to increase, encourage and assist minority-owned businesses.
- The Town should work with stakeholders to provide education to local businesses about the negative experiences of Black, Indigenous and people of color (BIPOC) individuals in local businesses and ways to improve.
- The Town should identify and engage partners in this work including but not limited to the faith community, the business community, hospitals, colleges, civic and community organizations, and neighboring municipalities.

Housing

Key Take-Aways

- The Town of Needham faces increasing housing demand and rising costs due in part to Needham's location as an inner suburb of Boston with four commuter rail stations, an excellent school system, and limited available land. Despite intense market pressures, the Town has made progress in promoting greater diversity and affordability of its housing stock including:
- *Increasing supply of affordable housing* -- The Town's supply of affordable housing has increased markedly over the years and has surpassed the 10% affordability threshold under Chapter 40B, now at 12.7%.
- *Further diversifying the housing stock with more rental housing* – While single-family homes have predominated Needham's housing market, almost one thousand units of new rental housing has been built in the recent past with one-quarter being affordable.
- *New funding to help existing owners and renters* – The Town has launched the Small Repair Grant Program for qualifying homeowners in making important health and safety improvements and the Emergency Rental Assistance Program to assist tenants who have lost income due to COVID-19 in covering part of their rent and avoid eviction.
- *Less restrictive zoning* – Almost half of the Town's land area is zoned for 10,000 square foot lots, relatively rare in other suburbs where large-lot zoning predominates.
- *Promotion of mixed-use, mixed-income and multi-family housing* – The Town has established special overlay districts to encourage the development of mixed residential and commercial

uses at a denser scale in appropriate locations. These districts mandate the inclusion of affordable housing.

Recommendations

- The Town should create pathways for racially and economically diverse neighbors to buy and rent homes in Needham.
- Now that Needham has surpassed the 10% threshold under MGL Chapter 40B, The Town should set new goals related to affordable housing, and identify strategies to achieve them.
- The Town should evaluate and prioritize policies and programs for encouraging the development of housing for individuals and families across all affordability levels, with a particular focus on those earning less than 80% of the Area Median Income.
- The Town should identify and address any barriers to fair housing in Needham.

Policing & Law Enforcement

Key Take-Aways

- The Needham Police Department places a significant focus on ongoing training to improve themselves, the department, and to ensure everyone's safety. Every officer goes through a 26-week Recruit Academy Training followed by an internal 12-week field training program. This includes reviewing Standard Operating Procedures and being shadowed by a plain clothes officer to monitor how the recruit operates in the field. An additional 40-hours of professional development is required each year by the Commonwealth. Some of these trainings include de-escalation, defensive tactics, use of force, implicit bias, firearms, active shooter, and taser training. The Police Chief and Lieutenants collect and monitor data relative to officer actions, and can require supplemental training to address areas of concern.
- Hiring and promotions within NPD are dictated by Civil Service. The Town has asked the Civil Service Bureau for lists of diverse candidates in the past, but have been denied. It remains a Town priority to leave the Civil Service system to increase the ability to diversify the Police Department.
- NPD aims to be a community partner, not solely an enforcement agency. They have forged strong partnerships with the Needham Public Schools, the Needham Housing Authority, the Needham Department of Health and Human Services and others. NPD officers serve on the Domestic Violence Action Committee, the Human Rights Committee, the Coalition for Suicide Prevention, and the Community Crisis Intervention Team.
- The Needham Police Department identified building trust, legitimacy, and communication with the community as a priority. The Chief identified areas for improvement including working with community members so they have a better understanding of the "why" behind certain police actions and creating opportunities to hear from community members about their personal experiences interacting with law enforcement and the impact it has had on them.

Recommendations

- The NPD should meet regularly with stakeholder groups and communities of color to build mutual trust and respect.

- The Town should work with stakeholders to sponsor a series of conversations between the public and police officers, including especially BIPOC individuals, to build relationships and a stronger understanding of different perspectives and lived experiences.
- The NPD should find ways to educate the public on the role of police officers, such as through a Citizen Academy.
- The NPD should emphasize training on mental health issues, threshold inquiries, de-escalation techniques and the impact of implicit bias on policing. Further de-escalation training in non-life-threatening conditions should also be considered.
- The Town should prioritize leaving Civil Service to gain greater flexibility within the hiring and promotional process to achieve a more diverse department which reflects our broader community.
- The NPD should implement all local components of the new state police reform law once additional guidance is made available. Following that, the Select Board should identify if any local policies or practices warrant additional review or changes or whether additional reforms should be made.
- NPD should review the Use of Force Policy after the POST Commission issues the model policy and determine whether NPD's policy should include a stronger focus on de-escalation.
- The Select Board should serve as the oversight body of the Needham Police Department until the POST Commission role is defined.
- The NPD should regularly report and make publicly available key enforcement data, broken down by race, gender and residency, to identify potential disparities and monitor trends over time.
- The Town should support funding for a regional collaboration with the Needham Police Department, Dedham Police Department, and Riverside Community Care to provide clinical support services for individuals with mental illness, co-occurring substance use disorders and trauma histories who might otherwise become incarcerated (see May 2021 Special Town Meeting Warrant Article 15).

Schools

Key Take-Aways

- The Needham Public Schools' Race, Equity, Access, Leadership (REAL) Coalition provides leadership and guidance on eliminating barriers to racial equity and supporting the advancement of all learners in the Needham Public Schools. The coalition was formed in 2018 and includes district leaders, school leaders, teachers, parents, community members, and students. REAL focuses on (1) policies and practices, (2) curriculum & instruction, (3) professional learning, (4) hiring and employment practices, (5) culture and climate, and (6) communications and community engagement.
- Recent equity accomplishments across the Needham Public Schools includes an Elementary Racial Literacy Task Force, Middle School Social Justice League & Launching Scholars Program, High School Castle Scholars Program, Portrait of a Needham Graduate and Courageous Conversations on Race, a full-year NHS course where juniors and seniors apply what they learn about how racism operates on a systemic level, both in our society and in the schools.

- NPS has a written protocol for how to respond to an act of bias or hate in the schools. The District includes clear race equity goals in school improvement plans that are presented to the School Committee. The District's evaluation system also assesses teachers, principals, and superintendents on their progress in being culturally responsive.

Recommendations

- The Town and the Needham Public Schools (NPS) should collaborate to determine how NUARI and the REAL Coalition can be complementary partners, including ongoing communication and coordination strategies.
- The NPS should continue to support the develop of curriculum and programs that further promote diversity, equity, and inclusion at all grade levels.
- The NPS should continue to use the Portrait of a Needham Graduate Strategic Framework to guide decision making and planning around DEI program development, budgets, staffing, data collection, and accountability.
- The Town and NPS should identify what community-based equity work is needed to better support the school district.
- The Town and NPS should explore opportunities for ongoing community engagement including but not limited to Voices in Unity, a regular convening of equity-focused groups in Needham hosted by the school district.
- The Town and NPS should identify opportunities for collaboration and communication with private and parochial schools regarding diversity, equity, and inclusion initiatives.

Staffing

Key Take-Aways

- The Human Resources Departments for both the Town of Needham and the Needham Public Schools are making concerted efforts to hire and retain diverse talent. The Town has purchased applicant tracking software that can hide personally identifiable information from applications, eliminating bias early in the hiring process. The School Department has explored new and creative ways to get job postings to a wider audience, including utilizing Handshake, a job posting software used extensively by colleges and universities to recruit recent graduates.
- There are robust efforts to provide professional development opportunities for all staff around cultural competency, workplace inclusion, and reducing implicit bias. NPS is identifying the skills and competencies required to achieve the strategic vision set forth in The Portrait of a Needham Graduate and aligning this with professional development opportunities and staff evaluations.
- The Town and Schools have partnered to launch Stronger Together, the first joint Employee Resource Group, created for BIPOC employees to have a safe place to share experiences in Town and to discuss ways to drive change towards equity. The Park & Recreation Department has also partnered with the METCO Program to promote hiring at the Pools at Rosemary and summer programs.

Recommendations

- The Town and NPS should identify and implement strategies to hire, support and retain diverse staff at every level of the organization.

- The Town and NPS should take steps to measure their efforts to recruit and retain BIPOC individuals and provide annual updates on progress.
- The Town and NPS should continue to provide professional development opportunities for all staff geared towards deepening understanding and becoming culturally responsive, anti-racist, and anti-biased members of the Needham community.
- The Town and NPS should analyze the pilot year of the METCO/Park & Recreation summer jobs partnership to identify opportunities for improvement and expansion.

NEXT STEPS

NUARI members have articulated a vision statement for racial equity (charge #1) and have begun making recommendations for future action (charge #4 and #5). The Working Group is intended to be temporary in nature. However, the work to achieve racial equity is long term and will only be successful if recommended actions are integrated throughout the Town's structures of governance and broadly embraced by the community. In the coming months, NUARI members will explore how to meaningfully engage and incorporate the input of those who have been marginalized due to their race or ethnicity (charge #2) and how to set up structures to ensure the sustainability and accountability of this initiative (charge #3). The NUARI Working Group will produce a second report upon the completion of this work.

Status of Charge

1. Articulating a recommended vision for racial equity in Needham and guiding principles that will inform future actions. **(COMPLETED)**
2. Establishing protocols and practices for getting community feedback, with a specific focus on engaging Black, Indigenous, and people of color (BIPOC), and others who have been marginalized due to their race or ethnicity. Strategies should be identified to keep Needham's racial equity work informed by BIPOC input but owned by Town leadership and the broader community. **(NOT STARTED)**
3. Setting up communication structures to ensure the sustainability and accountability of the Initiative. **(NOT STARTED)**
4. Discussing and prioritizing other recommendations that have been submitted to the Select Board. **(IN PROCESS)**
5. Making recommendation to the Select Board about future action. **(IN PROCESS)**

RESOURCES

General

- [NUARI Webpage](#)
- E-mail address: NUARI@needhamma.gov
- [YouTube Recordings of NUARI Meetings](#)
- [Needham Human Rights Committee](#)
- [Select Board FY2021-FY2022 Goals](#)
- Adopters of Vision Statement

Housing

- [Town of Needham Housing and Zoning Analysis, Feb. 2021](#)

Policing

- [2018-2020 Needham Police Department Enforcement Data](#)
- [Police Policies, Procedures, and Information of Interest](#)
- [Attorney Tidwell Investigative Report](#)

Schools

- [NPS REAL Coalition](#)
- [NPS Diversity, Equity, and Inclusion website](#)
- [Needham Public Schools Equity Audit](#)

APPENDIX A

A RACIAL EQUITY STATEMENT FOR THE TOWN OF NEEDHAM...

Needham will be a community free of racism, racial bias, prejudice, and discrimination. Our residents, schools, businesses, organizations, and government will work together to identify barriers to racial equity and create solutions, opportunities, resources, and support for removing them.

1. We will work collaboratively and democratically toward a just, equitable, antiracist community.
2. We will work to identify and change current policies, procedures, practices, and cultural norms in Needham that prevent meaningful access to opportunities because of race.
3. We will create opportunities for the community to confront unpleasant truths and seek solutions that always amplify values of racial equity.
4. We will intentionally create spaces for respectful dialogue and difficult conversations toward racial amity.
5. We will actively engage with those who feel the impact of racism most directly, seeking their input, guidance, and honoring the wisdom of their experience.
6. We will commit as individuals to be intentional in our efforts to learn and practice anti-bias and antiracism, transforming our thinking, attitudes, and behaviors.

GUIDING PRINCIPLES...

1. Racial equity in Needham means that the experiences of people of color are the same as those of the white majority – from day to day interactions, housing opportunities, interactions with the police and other first responders, employment, and educational opportunities, etc. On the path to racial equity...
 - a. People of color will see others of color in leadership roles in government, business, the school system, and civic groups.
 - b. Our community will have opportunities to learn a more complete version of American history and its relevance to today's challenges.
 - c. Students in schools will experience equity with regard to all aspects of their education (e.g. placement, acknowledgement, recognition, engagement, discipline, curriculum, and co-curricular involvement).
 - d. People of color will feel safe, validated, and treated equitably with respect to public safety (e.g. arrests, use of force, motor vehicle stops, traffic infractions, handcuffing, and criminal applications).
 - e. People of color will feel safe, validated, included, and treated equitably in all Town-related activities (e.g. town meeting/government, services, and events).
 - f. In the decision making process, the voices and experiences of people of color will be honored and respected as valid (e.g. equity in hiring, engagement and promotion, programs and events are inclusive and equity minded, intentional anti-bias efforts are employed in all considerations).
 - g. All races will want to live here – Needham will be a desirable community for everyone. The town will take proactive measures to support a more racially and economically

diverse and inclusive population (e.g. housing access, mixed income, and diversity of housing stock).

2. A healthy and equitable community recognizes the harm created by implicit bias, intolerance and racism and strives to embrace diversity and inclusion by using a racial equity lens to promote anti-racist behaviors and attitudes in all aspects of civic and inter-personal living.
3. We value lifelong/ongoing self and group learning and critical social analysis to acknowledge and to further understand the dominance of white culture and privilege throughout US history, and the importance of disrupting racial structures that perpetuate it.
4. Becoming anti-racist means that we must tackle our own implicit bias, intolerance, and discriminatory lenses - thus, bringing about restorative justice, healing, and reconciliation to truly bring together the community we live in.
5. All members of the community commit to engaging with good will and respect in order to repair and build healthy relationships.

**SUPPORTING THE FOLLOWING INTENTIONAL PRACTICES WILL HELP NEEDHAM
REALIZE THE VISION FOR RACIAL EQUITY...**

1. Seek to increase interactions and create/cultivate friendships across and among the various groups
2. Commit to self-education to have a better understanding of and be more informed about race, racism, racial equity, race amity, and race relations.
3. Foster safe environments for, and listen to residents who are, directly affected by racism and racial inequities.
4. Engage in meaningful and productive conversations on racial issues with town/community members.
5. Support those services, materials, expertise, scholarships, and organizations that advocate for racial equity.
6. Stand up, speak out, and act against racism and racial injustice.
7. Encourage vision, transformation and advocacy anchored in democratic action.
8. Encourage and build public understanding of the need to eliminate racial injustice.



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



MEETING DATE: 04/16/2021

Agenda Item	Plexiglass barriers
Presenter(s)	Diana Acosta

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
According to state guidance, impermeable barriers, such as plexiglass, can be placed in between tables in order to have tables set closer than 6 feet apart. Blue on Highland has recently re-opened and has invested thousands in these barriers based on current state guidance.	
2.	VOTE REQUIRED BY BOARD
No vote required.	
3.	BACK UP INFORMATION ATTACHED
None.	

Hello Tara

Thank you for taking the time to speak with me yesterday.

As I mentioned, Blue on Highland is committed to providing a safe environment for our guests and staff. We have created an extensive Covid protection protocol program at the restaurant in preparation for our reopening next week. Diana Acosta reviewed and I believe was satisfied with our Covid protocols during her visit to the restaurant last week.

I was surprised to learn that the Board is considering banning the use of plexiglass barriers that allow for less than 6' of separation between guests. These barriers have been in use across the state and country for the past year since the pandemic began. I have not read any studies, or reports that have compared the incidence of virus spread with barriers and less than 6' of separation, versus no barriers with 6' of separation. Is the Board relying on data from such a study to make its decision? If so, I would welcome the opportunity to review it.

For your review, I have attached a drawing of the barriers that we plan to use in the restaurant. Our barriers would be made with wood, not metal. These barriers are in use across the country and follow the guidance set by the Mass. Dept. of Public Health for tables set less than 6' apart.

In addition, Blue on Highland has invested in upgrading our HVAC system. This week we will be installing an amazing air purification system that uses photohydroionization technology to clean the air. Each of the three rooftop HVAC units will be retrofitted with one of these purification units. In addition to killing bacteria, mold and viruses, the system is 99+% effective in airborne inactivation of Sars-CoV-2. I have attached a cut sheet on the units and below is a link that goes into extensive detail about the testing of the units.

<https://www.rgf.com/test-results/>

We believe the barriers, the HVAC upgrade with installation of an air purification system and the other Covid prevention protocols we have in place will provide a safe environment for our staff and guests.

We also understand and respect the Board's responsibility to protect the public's health and safety and Blue on Highland will certainly adhere to whatever the Board decides.

We look forward to your decision.

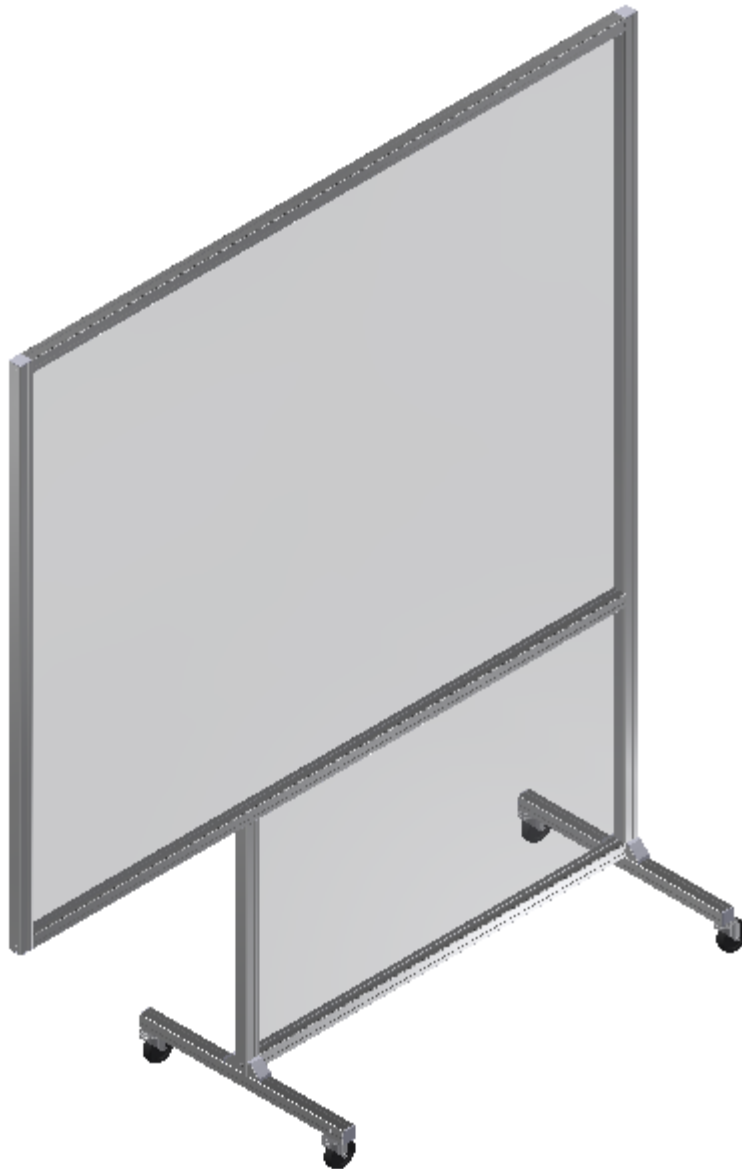
Thank you for your consideration

Best regards,

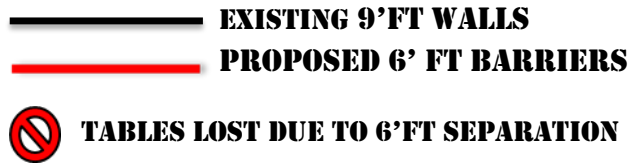
Stephen Corcoran

Blue on Highland

2103104-006 Banquette Barrier with Wheels [booth dividers for banquette]
60" wide x 72" tall (overall) with 24" long legs. Top panel is 60" wide x 53" tall
30x30 anodized aluminum extrusion frame with 3/16" clear polycarbonate panel
2 locking and 2 swivel casters
\$535.00/ ea.



BLUE ON HIGHLAND



- **ORIGINAL SEATING CAPACITY: 138**
- **SEATING W/ BARRIERS 96 (30% FROM ORIGINAL)**
- **SEATING W/OUT BARRIERS 84 (40% FROM ORIGINAL)**



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



MEETING DATE: 04/16/2021

Agenda Item	Boston Children's Hospital Discussion
Presenter(s)	Timothy McDonald and Tara Gurge

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	We received an inquiry from Boston Children's Hospital. They are exploring the opportunity to build a new satellite facility in Needham, and they reached out to the HHS Dept. in order to better understand the health needs of children and families in the town. They are looking for ways to help serve the community and work in conjunction with us on Needham's top health disparities for children and families. We have reached out to Sara Shine, from Youth and Family Services and LaTanya Steele, from Aging Services, re: their top health priorities for their age groups that they serve. Boston Children's is also interested in getting a list of community stakeholders that our Divisions routinely work with. Some that were discussed were: Needham Community Council, Needham Police/Fire, Needham Public Schools/Private Schools, Needham Clergy Assoc., Needham Pediatrics, Needham Housing Authority, BID Needham Hospital, REACH, SPAN, Springwell, Riverside, etc.
2.	VOTE REQUIRED BY BOARD
	No vote required.
3.	BACK UP INFORMATION ATTACHED
	- Boston Children's Slide with questions for the BOH. - Copy of email with Youth and Family and Aging Services lists of top health disparities for their age groups.

Boston Children's Hospital Transforming Tomorrow: Investing in Children, Families and Communities

Meeting with Town of Needham Health Department
March 10, 2021

Where the world comes for answers



Our commitment

- We are the only comprehensive pediatric care system in the state, and we are committed to improving the health and well-being of children in communities throughout Massachusetts.
- We will provide access to all children, regardless of:
 - Where they live
 - Their racial and ethnic background
 - Who pays for their care
- We will serve patients with special health needs:
 - Medically complex children
 - Children in need of surgical and medical-surgical care
 - Children with behavioral health conditions
- We will innovate:
 - New models of care
 - Better integrated care
 - Care that contributes to the health and well-being of children



In our developing our proposal, we have emphasized

- Our ongoing commitment to improving the health and well-being of children throughout MA
- Our continuing efforts to provide access to a full range of integrated pediatric care services
- Our facilities must benefit patients, families and communities
- Our desire to meet the steadily growing need for our services now and in the future
- We must be prepared to continue to meet the unique needs of children



Our questions for you

Public health needs

- How might access to specialized pediatric care outside of Boston/closer to home support families in Needham? How will that access impact overall health and quality of life in Needham?
- What impact might access to specialized patient care here have on neighboring communities?
- Are there additional health related services that you think Needham needs at this time?

Community based health initiatives

- What are the primary challenges in Needham and neighboring communities related to children's health?
- What programs are valuable resources in your community to support children and families?

Are there family-serving organizations or anyone else in your area that you would recommend Boston Children's reach out to about these proposed projects?



Tara Gurge

Subject: FW: Boston Children's Hosp. request

Suggestions from Aging and Youth and Family Services - -

From: Sara Shine <sshine@needhamma.gov>
Sent: Monday, April 5, 2021 3:31 PM
To: Tara Gurge <TGurge@needhamma.gov>
Subject: RE: Boston Children's Hosp. request

Hi Tara,

Our top priorities include:

- Building wrap around mental health services for youth and families in need. It would be helpful for these to include intensive outpatient treatment (ind, family and group treatment), family advocacy/case management support and resources, opportunity for home based supports
- There have been some difficulties with residents who don't have the means to access services so transportation would be beneficial
- We have seen a significant increase in crisis mental health calls and substance use related struggles so crisis response and substance use treatment would be beneficial.
- We think that training community partners to help support the increase in mental health needs would be beneficial (for example: training clinical staff on how to best support families in crisis, PTSD specialty work)
- There has already been an increase in suicide rates so any prevention work
- There have been many families who have been impacted by COVID medically so supports around these medical concerns and helping families manage the change in life expectations.

You have already included the stakeholders in your list and I agree with Latanya that the Needham Clergy Association would be very beneficial. One more thought, I'm assuming Needham Public Schools will be involved and it may be beneficial to include the private schools – Walker, St. Johns and St. Sebastian's.

Thanks,

Sara Shine | Director of Youth and Family Services

Town of Needham
781-455-7500 ext. 265 | (fax) 781-453-2522

From: Latanya Steele <lsteale@needhamma.gov>
Sent: Tuesday, March 23, 2021 4:42 PM
To: Tara Gurge <TGurge@needhamma.gov>
Subject: RE: Boston Children's Hosp. request

Hi Tara,

I am sorry for the delay. I hope this information is helpful.

Could we including the Needham Interfaith Clergy Association as a stakeholder?

The health disparities among the elderly would include Mental Illness(Hoarding, Depression, Anxiety disorders, cognitive impairment, and Alzheimer's disease.

Thank you,

LaTanya

From: Tara Gurge <TGurge@needhamma.gov>
Sent: Thursday, March 11, 2021 4:58 PM
To: Latanya Steele <lsteel@needhamma.gov>
Subject: Boston Children's Hosp. request

Latanya –

Just wanted to get you in the loop – The Health Division received a recent inquiry from Boston Children's hospital. They are looking forward to coming to Needham in the near future, and they have contacted us looking for ways to help serve the community, and work in conjunction with us on Needham's top health disparities for children and families. We have also reached out to Sara Shine, from Youth and Family Services, re: her top most health needs that she is aware of. We also wanted to check in with you on that as well. I know transportation has always been a challenge for the older population. And food insecurity has also been at the top of our list, especially with this pandemic!

What other health needs would you say are a top priority for families in Needham? Sara is going to put this on her Board's agenda for her next months meeting, and the Health Division is planning to also put this on our BOH meeting agenda for next month, just to get our Board's thoughts on those top health needs. (We are thinking that we will get a list of top health disparities from each Division, and share them all with Boston Children's sometime next month.)

Boston Children's is also interested in getting a list of community stakeholders that our Divisions routinely work with, so any thoughts you may have on those would also be great. (We brainstormed quite a few already, like: Needham Community Council, Needham Pediatrics, Needham Police/Fire, Needham Housing Authority, BID Needham Hospital, REACH, SPAN, Springwell, Riverside, etc...).

Please let me know your thoughts on that.

Thanks,



TARA E. GURGE, R.S., C.E.H.T., M.S.
ASSISTANT PUBLIC HEALTH DIRECTOR
Needham Public Health Division
Health and Human Services Department
178 Rosemary Street
Needham, MA 02494
Ph- (781) 455-7940; Ext. 211/Fax- (781) 455-7922
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Email - tgurge@needhamma.gov
Web- www.needhamma.gov/health



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The Department of Health and Human Services

The Needham Department of Health and Human Services is led by the Director, Timothy Muir McDonald. The Department has four divisions: Aging Services, Public Health, Youth & Family Services, and Veteran's Services.

While the response to COVID-19 did not begin until March 2020, two-thirds of the way through FY 2020, the impact of that response is significant enough that this annual report focuses primarily on the Department's response. Highlights of the work before the pandemic began are also included.

Aging Services Division

Council on Aging

Colleen Schaller, Chair
Penny Grossman, MEd, MBA, Vice Chair
Ed Cosgrove, PhD
Gary Crossen, JD
Carol deLemos, MSW
Dan Goldberg
Helen Gregory
Susan Mullaney
Sandra Prinn
Lianne Reich
Mary Elizabeth Weadock, MSW, MS

Aging Services Division Staff

LaTanya Steele, MPA, Director of Aging Services
Danielle Arenda, Administrative Assistant
Dylan Copley, Van Driver
Kerrie Cusack, MSW, LICSW, Social Worker
Steven DeCosta, Van Driver
Stacey Fallon, Administrative Office Support Specialist
Kathleen Grant, S.H.I.N.E. Assistant Program Coordinator
Stephane Grably, Transportation Program Coordinator
Michelle Gucciardi, S.H.I.N.E. Assistant Program Coordinator
Aicha Kelley, Assistant Director of Programming and Transportation
Kristen Lindley, MSW, LICSW, Social Worker
Maryanne Messenger, Van Driver
Yustil Meija, Senior Custodian
Jessica Moss, MSW, LICSW, Assistant Director of Counseling and Volunteers
Katie Pisano, Program Assistant
Nathalie Steeves, Program Assistant
Tom Watson, Van Driver
Kathy Worhach, S.H.I.N.E. Program Coordinator

Mission:

The Needham Aging Services Division responds 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 (CATH) serves as a focal point for supporting aging in the community.

Summary of Services:

Aging Services offers a wide variety of programs and services to older adults and to their families. Services include daily meals; health benefits counseling; creative and social classes; special events and trips; outreach and home safety assessments; transportation; entertainment; information and referral; educational programs; fitness center; health and wellness; and volunteer opportunities. In addition, social workers provide counseling, case management, and support to older adults and to others in extreme circumstances.

During the first two thirds of fiscal year 2020, the Center at the Heights was a very lively place. The rooms were full of engaged older adults learning new skills, socializing with friends, and sharing meals. The Aging Services vans were always busy, ferrying older adults to and from the Center, taking them to supermarkets, and transporting them for errands and outings. But all that changed in March.



*Center at the Heights Open House,
September 4, 2019*

COVID-19 Response:

The COVID-19 pandemic has disproportionately affected people who are age 60 and older. In addition to the risk of serious disease, older adults are vulnerable to extreme risks to physical, social, and emotional health that result from social isolation.

When, in March 2020, the coronavirus forced the sudden closure of CATH, Aging Services staff were determined to continue providing services that are essential for healthy aging. Aging Services immediately worked to change all in-person programs to virtual formats and collaborated with community partners to offer concrete support to older adults. Established partnerships with community stakeholders and volunteers were activated, and new relationships were developed to deliver essential programs, food, pharmacy, and grocery items to older adults. Social work services (case management, counseling, and information and referral services), recreational, and health and wellness programs were transformed for online formats and Zoom became the primary mechanism for conducting programs. In partnership with the Needham Community Council, electronic tablets and tech support were offered to older adults (at no cost to participants) who could no longer access computers at CATH or the Public Library. This ensured that older adults could join Aging Services programs and connect with family and friends during the pandemic.

With the ongoing support of dedicated staff, community partners, and volunteers, Aging Services was able to continue providing vital services and support, responsive to the changed circumstances and needs of older adults in Needham.

Program Highlights:

- Aging Services social workers developed a tele-counseling program to provide short-term counseling service to address the impacts of social isolation specifically related to COVID-19. Social workers have seen increased anxiety and depression in older adults, who are among the highest risk groups in this pandemic. Missed family gatherings, lifecycle events, and decreased autonomy to move freely within society have taken a toll on the physical, mental, and emotional health of older adults.
- In FY 2020, the Social Work Unit served over 600 individuals and logged more than 4,000 interactions.



Volunteer prepares to deliver food

- One hundred twenty-two volunteers supported the Aging Services Division, logging 5,672 hours. Since the onset of the pandemic, volunteers have shifted from assisting in many tasks at CATH to providing contact-free deliveries of essential items, check-in calls, technology assistance, and more. Volunteers gave well over 400 hours between the time the building closed in March and the end of the fiscal year.



.... and a meal is received!

- Since the transition to remote services, the Programming Unit has brought 984 hours of programs, all of them well-attended (there were 11,819 registrations). In post-program surveys, participants ranked instructor quality at an average of 9.6 out 10.
- Aging Services provided 15,186 rides in FY20 for 487 older Needhamites. Since the onset of COVID-19 the Transportation Unit and volunteers changed from driving passengers to delivering essential meals, groceries, masks, and other supplies. During the period from March through June 2020, Aging Services made 6,215 deliveries.
- SHINE (Serving Health Information Needs for Everyone) is a free service that provides health insurance counseling for Medicare beneficiaries and their caregivers) counselors conducted all counseling services and meetings remotely. The SHINE program was able to coordinate and manage over 3,802 appointments during the FY 2020 Medicare open enrollment period (December 2019).

* * * * *

Public Health Division

Board of Health

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

Public Health Division Staff

Diana Acosta – Environmental Health Agent
Hanna Burnett – Public Health Nurse
Donna Carmichael – On-call Public Health Nurse
Isabella Caruso – COVID-19 Contact Tracer
Monica DeWinter – Program Support Assistant III
Maryanne Dinell – Traveling Meals Program Coordinator
Maureen Doherty – Administrative Office Specialist
Linda Drew – On-call Public Health Nurse
Kerry Dunnell – Special Assignment Support
Nicole Fay – On-call Public Health Nurse
Mary Fountaine – COVID-19 Public Health Nurse
Jessica Fuchs – COVID-19 Contact Tracer
Tara Gurge – Assistant Director for Community & Environmental Health
Christine Kenney – On-call Public Health Nurse
Michael Lethin – Emergency Management Administrator
Jane Lischewski – Administrative Office Specialist
Jane Lockhart – On-call Public Health Nurse
Angela MacDonnell – Program Support Assistant III
Elaine Mahoney – On-call Public Health Nurse
Tracy Mahoney – On-call Public Health Nurse
Amy McInerney – COVID-19 Contact Tracer
Timothy Muir McDonald – Director of Health & Human Services
Megan Moffett – On-call Public Health Nurse
Karen Mullen – Program Support Assistant III
Shauna O'Brien – On-call Public Health Nurse
Eileen O'Connell – On-call Public Health Nurse
Susan Orsillo – On-call Public Health Nurse
Monica Pancare – Part-time Environmental Health Agent
Alison Paquette – On-call Public Health Nurse
Rebecca Ping – Emergency Management Administrator (former)
Kristen Ramey – On-call Public Health Nurse
Carol Read – Substance Abuse Prevention Collaborative (SAPC) Program Coordinator
Lynn Schoeff – Professional Technical Support Specialist
Karen Shannon – Substance Prevention Alliance of Needham (SPAN) Program Coordinator
Dawn Stiller – Administrative Analyst
Hannah Whitehead – Part-time Epidemiologist
Tiffany Zike – Assistant Director for Public Health Nursing & Behavioral Health

Mission:

The Needham Public Health Department is empowered through the Needham Board of Health by the Massachusetts General Laws ([Chapter 111](#)) to enforce state and local public health and environmental regulations.

The mission of the Department is to prevent disease, promote health, and protect the public health and social well-being of the residents of Needham, especially the most vulnerable. The staff of the Public Health Department pursues this mission through a series of goals and objectives to:

- efficiently use Town operating budget funds, grant resources, and donations,
- actively cooperate and collaborate with state and local agencies and community partners,
- promote evidence-based health practices and data-driven program management, and
- advocate for policy and regulatory changes that promote health and well-being.

There are four units in the Public Health Division: Environmental Health; Public Health Nursing; Substance Use Prevention; and Traveling Meals.

Introduction to Public Health:

When the Town's emergency management kicked into gear and an incident command was established in March 2020, the Public Health Division took on the primary role. Timothy McDonald, the Director of Health & Human Services, became the Incident Commander, while Tiffany Zike, the Assistant Director of Public Health for Public Health Nursing & Behavioral Health, became the Operations Chief. During the initial weeks of the response, much of the work focused on issuing public messages and guidance to Town departments and local businesses about closing buildings and other safe practices. At the same time, the Division leadership was learning about the disease caused by COVID-19, monitoring for outbreaks, and helping Town departments create safe workplans.

Although the COVID-19 response was fully engaged in only the last four months of FY 2020, it was significant enough to almost eclipse everything else. It also continued well into FY 2021. The following sections, which focus on the individual units within the Division, are therefore largely focused on the COVID response.

Highlights of pre-COVID work included a health needs assessment conducted with Needham Housing Authority residents, a partnership with Beth Israel Deaconess Needham Hospital in their 2019 Community Health Needs Assessment, new electronic reporting systems in Environmental Health, a focus on reducing adolescent use of vaping products, and newly awarded grants.

Environmental Health

The highest priority of the Environmental Health Unit is to protect the public's health through implementation and enforcement of State and Federal regulations and local laws to assure compliance with environmental health and safety standards. The Environmental Health team enforces regulations enacted by the Needham Board of Health, the MA Department of Public Health, the MA Department of Environmental Protection regulations, Right-to-Know laws, and the US Food and Drug Administration (FDA). The Environmental Health team monitors and regulates a wide range of business establishments, facilities, and activities: food service; tobacco sales; residential housing; construction activities (demolition, septic and well installation); waste hauling; bodywork; public and semi-public swimming pools; and many other activities. The team licenses mobile food vendors and conducts inspections of temporary outdoor food events. Environmental Health agents work closely with MA departments (Public Health, Professional Licensure, and Environmental Protection) and with other Town departments, especially Building, Public Works, Water & Sewer, Police, Fire, and Animal Control.



Environmental Health agents work closely with the Needham Farmers Market

With the COVID-19 pandemic beginning in March 2020, the structure of day-to-day operations changed. The team adopted a work-from-home and in-person hybrid staffing model to complete daily tasks. Health agents have been staying up to date on all state guidance related to COVID-19 and have been actively keeping stakeholders informed as the guidance continuously changes. The team continued to address complaints as they were received. In FY 2020 there was a significant decrease in the usual food, nuisance, and housing complaints. Most complaints received were related to COVID-19 guidance compliance (i.e. lack of masks, social distancing, etc.).

Program Highlights:



Informational poster distributed following the Board of Health's Emergency Order requiring face coverings in Needham.

- Environmental Health staff played a pivotal role in educating the public and stakeholders about the local mask ordinance, social distancing, and other protective behavior throughout the early months of the pandemic. Various types of signage were developed and either emailed or hand-delivered to all permitted establishments, retail businesses, and group housing complexes. The team developed social media educational posts, public service announcements for local cable, and articles for the local newspapers and online platforms.
- In conjunction with the IT Department, online permit migration began on ViewPointCloud. By the end of FY 2020, demolition health reviews and swimming pool permits went live. All other permits including but not limited to food establishments, tobacco establishments, domestic animal, and

disposal of sharps will go live in FY 2021. An online payment system for these permits was also authorized.

- 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.
- In FY 2020, health agents conducted over 700 inspections, reviews, and responses to complaints; 415 licenses and permits were issued.
- For FY 2022, the Environmental Health unit is looking forward to beginning a food grading system pilot program.

Public Health Nursing

Summary of services:

The Public Health Nursing Unit provides health education, advocates for the health of Needham residents and employees, tracks the health and wellbeing of residents, provides some immunizations and health screenings, and promotes healthy living. Public Health Nurses also assist eligible Needham residents to apply for some public assistance. One of the primary responsibilities of the public health nurses is to investigate and follow communicable diseases, a task that assumed monumental proportions in March 2020 with the arrival of COVID-19.

Impact of COVID-19:

Although COVID-19 did not become a factor in local public health until the last half of FY 2020, the impact on residents and on the Public Health Division was extraordinary. The Public Health Nursing unit redirected almost all its efforts into managing the pandemic in Needham and, by necessity, reduced or eliminated much of their usual work including in-person services such as blood pressure clinics and educational workshops.

Response to the pandemic:

Since March 2020 communicable disease tracking has taken up most of the Nursing Department's time and efforts. This includes monitoring for disease clusters, both community and business, and helping to educate residents, staff, and the community at large about quarantine and isolation. Education about the COVID-19 disease, how it spreads, how to stop it, and how to prevent it has been a significant part of the Public Health Nursing effort.

The Director of Public Health Nursing, functioning as the Operations Chief in the emergency response, worked closely with the Director of Health and Human Services, the Emergency Manager, and the Public Information Officer. Together, they developed and issued public messages and guidance to Town departments and local businesses about building closures and safe practices and interpreted the onslaught of emerging medical information. At the same time, the Division leadership was dedicated to learning about the disease caused by COVID-19 as the science evolved, monitoring epi data for outbreaks, and helping Town departments create safe workplans.

During the initial months of the pandemic from March through June, there were 358 confirmed cases in Needham and 76 deaths. Through contact tracing interviews, approximately 220 contacts of confirmed cases were identified in Needham during this period and Public Health Nursing initiated contact monitoring for 206 of those individuals.

While COVID dominated Public Health Nursing at the end of FY 2020, there was a lot to celebrate earlier in the year.

- The Division held its 2nd annual Meet and Greet for Medical Reserve Corps (MRC) volunteers in the fall of 2019 together with the Emergency Management administrator, Rebecca Ping. The event included workshops on *Stop the Bleed*, Shelter Set-up and Administration, and how to build and maintain your own *Emergency To Go Kits*.
- Public Health Nurses also provided workshops for Town staff on *Stop the Bleed* and Mental Health First Aid.
- The Domestic Violence Action Committee, led by Public Health Nursing team members working with Needham Police staff, sponsored a reading and discussion of *No Visible Bruises: (What we Don't Know about Domestic Violence Can Kill Us)*, by Rachel Louise Snyder. More than 30 people attended the discussion.
- In September 2019, nurses launched *Matter of Balance* at the Center at the Heights. This program is designed to reduce the fear of falling and increase activity levels among older adults.



Tiffany Zike, RN, MPH, and Rebecca Ping, MS at the MRC Meet & Greet

Substance Use Prevention

The Substance Prevention Alliance of Needham (SPAN) incorporates a collaborative, community-based and data-driven approach to reduce alcohol, marijuana, and other drug use among Needham youth. Through community education, partnership, and strategic action SPAN works to decrease risk and increase the protective factors associated with adolescent substance use to support youth to make healthy and safe choices.

Summary of services:

SPAN provides substance use prevention education and awareness programs that help Needham youth understand and avoid the risks of substance use. Using the Strategic Prevention Framework (a national model), SPAN engages community members to plan, implement and evaluate these prevention programs.

Impact of COVID-19:

Youth comprise the primary population served by SPAN's prevention work. Anecdotal evidence from Needham Youth & Family Services indicates an increase in youth seeking counseling support during the pandemic. Social isolation, adjustments to the remote learning environment,

and the overall uncertainty created by the pandemic have led to increased mental health needs among youth. In some cases, an increase in substance use accompanies youth mental health challenges.

When the schools closed in March 2020, traditional prevention programs usually offered during prom and graduation season were cancelled and *Hidden in Plain Sight* (an interactive exhibit that educates parents and caregivers on teen risk-taking behaviors and drug paraphernalia) was postponed. SPAN instead responded to a need for education on coping skills to manage stress and anxiety by providing the following:

- SPAN held a virtual webinar, *Stress Reduction Toolkit during COVID-19*, in April 2020, less than a month after the start of the state-imposed shutdown.
- In spring 2020, SPAN facilitated the production of public service announcements about health coping skills. The videos were promoted on social media.
- In May 2020, SPAN started a virtual weekly Parent Al-anon meeting.
- In spring 2020, SPAN launched *Stories from the Inside*, a collection of personal accounts written by local parents about coping during the pandemic. The stories were posted on social media to provide connection and relief brought by the pandemic isolation.

Highlights in FY 2020 before Covid-19

In response to the youth vaping crisis SPAN established the Needham Vaping Task Force, a committee that includes parents, medical professionals, school personnel, law enforcement, and public health. The mission is to work collaboratively and without judgment to reduce youth vaping through education, empowerment, and resources.

SPAN partnered with the Needham Police Department in October 2019 to host the semi-annual *Medication Take Back Day*. The collection of unused and expired medications assists in the fight



Medication Take Back Day, October 2019

against the opioid epidemic by reducing the misuse of prescription medication. An average of over 50 pounds of medication per month is collected through the Take Back Days and the medication collection kiosk located in the Needham Police Department lobby.

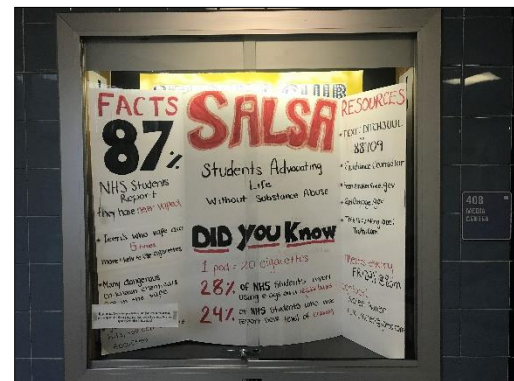
Staff updated and distributed alcohol training toolkits to all Needham alcohol licensees to provide education on requirements for verifying customer identification for alcohol sales.

5th Quarter events. – These substance-free teen events held after Needham High School home football games, attracted over 300 students at each event. Donations fund free pizza, snacks, a D.J. and games.

Students Advocating for Life without Substance Abuse (SALSA) presentations. A health advocacy club at Needham High School, the power of SALSA is based on the personal connection older youth make with Pollard middle school students while teaching 8th graders how to resist peer pressure in social settings. Each year SALSA peer leaders present to over 400 8th grade students.

In February 2020, SPAN hosted a workshop, along with the Norfolk County Sheriff's Department, called, *Safe Driving Awareness*. The workshop was attended by over 100 Needham High School students. The 45- minute program featured a driving simulator and pedal cart obstacle course with drunk/drugged driving goggles. Students learned the importance of safe driving and the consequences of drugged driving.

Vaping Awareness Week was held at Needham High School in December 2019. SALSA students educated peers about the risks of vaping by creating posters, a public service announcement, and other activities. Students were interviewed for stories published in the Needham Times and WGBH News and participated in a Spotlight cable news story hosted by Superintendent of Needham Public Schools, Dr. Daniel Gutekanst.



Vaping Awareness Week, December 2019

Substance Abuse Prevention Collaborative

The Massachusetts Substance Abuse Prevention Collaborative (SAPC) regional grant was awarded to Needham in 2015, providing \$100,000 annually for five years to prevent and reduce underage alcohol use. The Needham Public Health Division is the lead agency working with the towns of Dedham, Norwood and Westwood to implement best practice prevention strategies. The goals are to shift community norms on alcohol use and to reduce underage access and availability to alcohol.

During the first part of FY 2020, SAPC lead the following projects in alcohol abuse prevention:

- SAPC provided training for alcohol sellers and servers (TIPS – Training for Intervention Procedures) to avoid overserving and to prevent sales to minors.
- Alcohol compliance checks were conducted in October 2019 with partner police departments (there was one violation in Needham).
- A staff member engaged teens from each town in a project called PhotoVoice which uses photography to capture the impact of issues related to community norms, social justice, health equity, and social determinants of health (due to the coronavirus restrictions, the photography show was delayed until October in FY 2021).

In March 2020 Needham SAPC prevention work shifted to a virtual platform and focused primarily on youth engagement to mitigate the behavioral health impacts of social isolation

related to the COVID-19 pandemic. Alcohol compliance checks were cancelled in spring 2020 due to the pandemic.

The Traveling Meals Program

The Traveling Meals Program was started in 1977. Its purpose is to offer to homebound Needham residents a 2-meal package that provides for their daily nutritional needs. Volunteers within our community deliver these meals to participants' homes and these volunteers often act as a safety check as they might be the only contact a resident will have that day.



Traveling Meals Two-meal delivery package.

When the Public Health Division ramped up the response to COVID-19, there was no interruption of service for Traveling Meals recipients. Thanks to loyal and dedicated volunteers and Beth Israel Deaconess Needham Hospital, the program continued to run smoothly. All volunteers used proper personal protective gear to ensure that COVID guidelines were in place. Additionally, volunteers delivered masks to many recipients along with information about protecting themselves.

- Over 8744 two-meal packages were delivered to more than 70 residents by 30 committed volunteers in FY2020.
- \$4300.00 in private donations were added to the Traveling Meals Program by residents wishing to provide financial assistance for those need.
- The fundraising committee, The Friends of the Board of Health and Traveling Meals Program, raised more than \$10,000 to help residents and neighbors that are unable to pay for their food.

* * * * *

Youth & Family Services

Youth Commission:

Julie Stevens, Chair
Kevin Keane, Vice Chair
Adrienne Anderson
David Bookston
Arina Collin
Karen Mullen
Susan Patkin
Joshua Tuttleman

Department Staff:

Sara Shine, MSW, LICSW, Director
Ben Aronson, MA, LMHC
Meg Carleton, LMHC
Katy Colthart, MSW, LICSW
Sarah Magaril, LMHC
Kristin Scoble
Carolyn Tracey, MS, LMHC

Mission:

The Needham Youth & Family Services Division provides leadership and a community focus on youth and family issues and promotes community wellness. The Division accomplishes this mission through advocacy, education, partnering with other organizations, and providing high quality programs and counseling services.

Summary of Services:

Youth & Family Services offers free clinical counseling services to the residents and students of Needham. In addition to ongoing individual and group therapy, the Division provides crisis support to individuals and to the community. Therapeutic groups include topics such as social skills, substance use prevention, self-esteem, expressive art groups, and parenting support. The Division offers webinars, workshops, trainings, employment assistance, and enrichment activities for children and adolescents. Other non-clinical offerings include webinars and workshops to discuss social media impact on youth, strengthening executive function during remote learning, and recognizing signs of mental health difficulties.

Highlights:

In addition to the services listed above, Youth & Family Services had other highlights in FY 2020:

- The Patrick and Patricia Forde Good Person Memorial award is meant to honor adults whose volunteer work has helped make Needham a better place to live. In 2020, Youth & Family Services honored Kim and Brian McLeod, astronomers who inspired Needham children and youth with an introduction into real-world astronomy. They spent countless hours dedicating their time to the community and their work has impacted so many Needham students and residents.



From left to right: Ryan Forde, Sara Shine, Brian McLeod, Kim McLeod, Ashley Forde, Tara Forde

- In addition, Needham High School student, Luca Mancino, was recognized with the Ray of Hope award. Luca is a member of the SALSA leadership team and has implemented many prevention and substance use awareness programs. He has also spearheaded substance use prevention trainings in the middle school.

- Youth & Family Services worked with the Public Health Division on vaping prevention

and cessation initiatives. Among them is Chapter 84, a peer-led model to work on nicotine prevention efforts.

- Youth & Family Services provided many educational workshops. Division staff ran 45 workshops in 6th, 7th, 8th, and 9th grades on topics including internet safety; sexual harassment; the connections between social media, body image and self-esteem; and teen dating violence.
- A class called Youth Mental Health First Aid was provided for community members. In the class, adults learn how to respond to mental health difficulties in young people and how to best respond to situations that children and adolescents face. Workshops about social media use were also presented to parents.
- Several new programs started in FY 2020. A Wilderness Program, in which 29 youths participated, was designed to help build social connections for youths struggling with anxiety, depression, and low self-esteem. Generations at Play (GAP) brought youth together with older adults to play games, eat dinner, and socialize. A new group was started for middle school students called Wearing Confidence. It is designed to build self-esteem and socialization.



Youth kayaking as part of the Wilderness Program.

Response to the pandemic:

In March 2020, Youth & Family Services had to change the way services were delivered. During the time of increased need, it was essential to continue providing individual and family therapy. In fact, as pandemic stress impacted other Needham residents, Youth & Family Services expanded provide crisis counseling to adults as well.

Youth & Family Services collaborated with several other departments and local organizations to develop services and mechanisms responsive to residents' needs. This included: building a resource website; supporting school staff and developing a mental health assessment for students; working with the Parks & Recreation Department to create activity bags for residents; partnering with Aging Services to pair teens with older adults for a phone-pal program; and creating a calendar with social distancing activities, a take-off on the usual Needham Unplugged event that occurs each March. Youth & Family Services also reinvigorated the Suicide Coalition to organize prevention and education, while the Community Crisis Intervention Team increased meeting frequency.

Youth & Family Services also organized two community projects during the early part of the pandemic. One, a resiliency project to help residents focus on their strengths, was set to start in the beginning of FY 2021. Another started in April 2020 and was designed to promote self-care through a social media campaign, #selfcareinneedham.

The department was able to run almost all programs virtually during this time and expanded outreach to ensure that residents were aware of the supportive services. Youth & Family Services engaged young people in wellness and prevention services such as: the Peer Tutor Program (with 41 pairs who met before and during the pandemic); *Valuable Interactions with Peers* (VIP) the peer mentor program in which youth pairs meet weekly; and the Volunteers Around Needham program which provided about 915 hours of volunteer work to the community.

Youth & Family Services has seen a significant increase in mental health needs since the onset of the pandemic. During the period from March through June 2020, Division staff members helped over 50 residents with more acute mental health issues than typical in previous years. Calls came in from parents who were anxious about the pandemic; from youth with depression due to social isolation; and from people with deep fear and depression who were unable to leave their homes. Staff members helped families through great loss and financial stress and expanded their practice to provide counseling for any resident in need.

A crisis concurrent with the pandemic in FY 2020 has been the national awakening to racialized police brutality and inequity following many high-profile murders of unarmed Black people. Racism has also been a factor in blaming and targeting people of Asian descent for the COVID-19 pandemic.

The impact is significant and has increased depression and anxiety during a time of reduced social support networks. Many youth have reached out as part of their effort to make sense of this violence and racism, while expressing fear for their own lives and well-being trying to survive during a pandemic. Youth & Family Services has helped people through this time, connecting them with services and resources while ensuring that they are not struggling with these difficulties alone. At the same time, Youth & Family Services, like other Town departments, began to reevaluate services and policies with the goal of ensuring racial equity, and supported School Department efforts to address diversity and inclusion.



*Volunteers Around Needham at the
Community Farm*

The impact of COVID-19:

Mental health has been substantially impacted by the pandemic. A team of researchers at a national university in Brazil released [a study](#) of the mental health impact of the pandemic found that, “children from all development phases had high rates of depression, anxiety, and post-traumatic symptoms as expected in the aftermath of any disaster. Children and adolescents are considered a vulnerable subgroup and there is a need to reduce the mental health burden of this pandemic.” The long-term mental health effects of this extremely difficult time are hard to predict but will be known in time. Youth & Family Services is preparing for the likelihood of increased needs.

* * * * *

Veterans Services**Division Staff**

Sarada Kalpee, Director of the West Suburban Veterans District
William Topham, Care of Graves

Purpose

The essential function of the Veterans Service Officer is to manage the benefits available to eligible veterans (those who have served during wartime) and their dependents. This includes benefits from the Massachusetts Department of Veteran Services and the US Department of Veterans Affairs. The Veterans Services Officer helps veterans obtain their benefits, identify available federal, state, and local programs, and provides referrals for employment, training, housing, and medical care.

West Suburban Veterans District

The West Suburban Veterans Services District includes the towns of Needham, Wayland, Wellesley, and Weston. Although the main office is in the Wellesley Town Hall, there are satellite offices in each town. Office hours for Needham are every other Monday from 10:00-5:00 and every Thursday from 12:30-6:00 at Town Hall, and every Thursday from 9:30-12:00 at the Center at the Heights. Veterans and their families can call the Wellesley office for information or to schedule an appointment. The Veterans Services Board of Directors has four members with one designee from each community.



THE COMMONWEALTH OF MASSACHUSETTS
The State Reclamation and Mosquito Control Board
NORFOLK COUNTY MOSQUITO CONTROL DISTRICT
144 Production Road, Suite C, Walpole, MA 02081
(781) 762-3681 fax: (781) 769-6436
www.norfolkcountymosquito.org



ROBIN L. CHAPPELL **NORMAN P. JACQUES** **MAUREEN P. MACEachern** **LINDA R. SHEA** **RICHARD J. POLLACK, PhD**
Commissioners

DAVID A. LAWSON
Director

CAROLINE E. HAVILAND
Field Operations Manager

To: Boards of Health

From: David A. Lawson, Director,
Norfolk County Mosquito Control District

Date: April 7, 2021

Re: Notice of Aerial Larval Control Application

In accordance with 333 CMR 13.04 (7) (a & b), please consider this as notification of the pending aerial application targeting mosquito larvae in the wetlands in the District.

The Norfolk County Mosquito Control District will be conducting helicopter applications of the biorational larvicide Bti (*Bacillus thuringiensis israelensis*) to control mosquito larvae. These applications will be conducted over specific large wetlands in the Towns of:

**Avon/Bellingham/Braintree/Canton/Dedham/Dover/Foxboro/Franklin/
Holbrook/Medfield/Medway/Millis/Milton/Needham/Norfolk/Norwood/
Plainville/Quincy/Randolph/Sharon/Stoughton/Walpole/Westwood/
Weymouth/Wrentham**

These applications will be conducted over a likely 2 to 4-day window, lasting only 2 days, anytime between **April 12, 2021**, and **April 30, 2021**. ***As always, the weather in the spring is unpredictable. For this reason, the District cannot pin down actual application dates with any more accuracy at this time. We will send out further notices as the application date approaches.***

The trade name of the *granular* formulation of Bti to be used is VectoBac GR (EPA Reg. No. 73049-486) and VectoBac GS (EPA Reg. No. 73049-10). **This is not a “spray”**. For further information contact David A. Lawson, Director at (781) 762-3681 or the Boards of Health in the towns listed above. Information is also available on line at www.norfolkcountymosquito.org

Respectfully submitted

David Lawson
Director

Reviewing and updating Board of Health regulations

April 1, 2021

PURPOSE:

To assure that Board of Health regulations reflect current science, laws, and population trends through regular review and revision.

BACKGROUND:

Local boards of health serve as local arms of the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. Under Massachusetts General Laws, these local boards are responsible for disease prevention and control, health and environmental protection; and promoting a healthy community. Boards of health have the authority to adopt and enforce “reasonable health regulations” under [M.G.L. c.111, §.31](#).

As most state regulations set the minimum standards for public health, local boards of health are authorized to create regulations that are more restrictive as long as they do not conflict with state and federal regulations and are not specifically preempted.

The Needham Board of Health, through the Needham Public Health Division, develops, implements, and enforces health policies and regulations; conducts inspections to maintain standards for sanitation in housing and food service; and assures that basic health needs of the community are being met.

POLICY:

The Needham Board of Health and the Director of Health and Human Services will review public health regulations and consider updates or revisions every three years on a rotating schedule.

PROCEDURES:

1. Public Health Division staff defines the problem to be addressed and researches the issue.
2. Public Health staff drafts the proposed regulation.
3. The Director or Assistant Director seeks consultation from the Town Counsel and the Massachusetts Association of Health Boards.
4. The Director submits the draft regulation to the Board of Health and makes it available to the public.
5. The Board of Health reviews the proposed regulation, seeks public comment, and may hold a public hearing to allow residents and business to comment.
6. The Board of Health votes on whether to adopt the new or revised regulation.
7. The Director, or his or her designee, will establish a multi-year schedule and determine which regulations will be reviewed each year.

REFERENCES:

[Massachusetts General Law, Chapter 111, Section 31.](#)

[Manual of Laws and Regulations Relating to Boards of Health](#), MA Exec Office of Health and Human Services, Dept of Public Health. January 2010

[Guidebook for Massachusetts Boards of Health](#), MAHB, 1997, chapter 2, “Legal Authority and Procedures”

ATTACHMENTS:

- Guidelines for Drafting and Promulgating Regulations
- Needham Public Health Division State Regulatory Functions

Guidelines for Drafting and Promulgating Regulations

(from the Guidebook for Massachusetts Boards of Health)

I. RATIONALE AND CONSENSUS OF BOARD

- A. define problem
- B. demonstrate need for regulation
- C. get “go ahead” from the entire board prior to drafting
- D. hold public meeting or hearing on the problem if desired or required by general laws regulating the overall activity (e.g. assignment of sanitary landfill site)

II. CONTENT

- A. Title and table of contents of regulation
- B. Define terms
- C. Designate individual or agency responsible for enforcement
- D. Establish standards
- E. Describe duties and procedures
- F. Describe enforcement and sanctions
 - nature of sanctions
 - conditions warranting sanctions
 - process for applying sanctions
- G. Indicate the specific sections of the general laws under which the regulations are adopted
- H. Specify by what authority the regulations are adopted (M.G.L. c. 111 §31 and other relevant sections of the general laws)
- I. Indicate the effective date of the regulations
- J. Indicate the relationship of the new regulation to any relevant existing regulations, including specific provision for regulation to be repealed by acceptance of the new regulation

III. STYLE and FORMAT

- A. Be brief
- B. Follow conventional numbering system for regulation, as defined by general laws or local regulations
- C. Express regulations in the present tense
- D. Use active voice
- E. Use third person singular to the extent possible
- F. Follow accepted punctuation form
 - the meaning of the regulations should not depend solely on the punctuation
 - if a minor change in punctuation changes the meaning of the regulations, they should be rewritten

IV. PROMULGATION

- A. For Title V (septic system) regulations, hold a public hearing on regulations, with notice of hearing published twice and the first notice published 14 days prior to the hearing. For other regulations, a public hearing is not required.
- B. Approve regulations by a majority vote of the board
- C. Publish a summary of the regulations in the newspaper
- D. File attested copies of all regulations with DEP

V. LANGUAGE: Use clear and consistent definitions that are substantially consistent with traditional meaning.

Needham Public Health Division State Regulatory Functions

- Animal Bites - Massachusetts General Laws (M.G.L.) – Chapter 129, Sections 20, 21, 22, 24
- Burial Permits - Massachusetts General Laws (M.G.L.) – Chapter 114, Section 45
- Camps – 105 CMR 430.000
- Day Care – 102 CMR 7.00
- Demolition of Buildings - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 128A
- Domestic Animal/License of Stables - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 155
- Food – The 1999 Food Code/105 CMR 590.00
- Funeral Director's License - Massachusetts General Laws (M.G.L.) – Chapter 114, Section 49
- Hospice House - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 57 D
- Housing - 105 CMR 400.00 – State Sanitary Code I: General Administrative Procedures
105 CMR 410.00 – State Sanitary Code II: Minimum Standards of Fitness for Human Habitation
- Infectious Disease Control – 105 CMR 300.000
- Lead Poisoning Prevention and Control – 105 CMR 460.000
- Massage – Massachusetts General Laws (M.G.L.) – Chapter 140, Sections 51 and 53
- Massachusetts Clean Indoor Air Law – Chapter 270, Section 22
- Nuisance Complaints - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 122
- Septage Haulers - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 31A
- Septic Installers - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 26G
- Septic System - Massachusetts General Laws (M.G.L.) – Chapter 111, Section 31E
- Septic/Title V – 310 CMR 15.000
- Subdivisions - Massachusetts General Laws (M.G.L.) – Chapter 41, Section 81K – 81GG
- Swimming Pools – 105 CMR 435.00
- Tanning – 105 CMR 123.000
- Tobacco - Massachusetts General Laws (M.G.L.) – Chapter 270, Sections 6 and 7
- Wellhead Protection and Title 5 – 310 CMR 15.000



Needham HHS Division COVID-19 Response

- Select Board Meeting
- April 14th, 2021
- HHS Director: Timothy McDonald
- Needham Public Health: Tara Gurge & Tiffany Zike
- Youth & Family Services: Sara Shine
- Aging Services: Aicha Kelley, Jessica Moss, Latanya Steele



Public Health COVID-19 Response

Presented by:
Tiffany Zike & Tara Gurge

Contact Tracing

- Public Health Nursing Team
 - Multiple staff members and nurses helping throughout this last year
 - Have a contact tracing team in place starting October 2020 – headed by Mary Fountaine, RN
- Close relationship with Contact Tracing Collaborative (CTC)
 - Since July 2020 CTC has investigated 305 cases (probable/confirmed) for Needham
 - 268 contacts of cases
 - Weekly meeting with Local Liaison, discuss high risk cases, business cases, school cases
- Close relationship with Needham Public School Nurses
 - Work with the schools to notify families of a contact exposure and provide quarantine/isolation requirements
- From January 1, 2020 to March 31, 2021, Needham Public Health Contact Tracing team has investigated
 - 1,494 confirmed/probable cases
 - More than 814 contacts (numbers are approximate as this is based on staff availability to enter info into State system)

Vaccinations

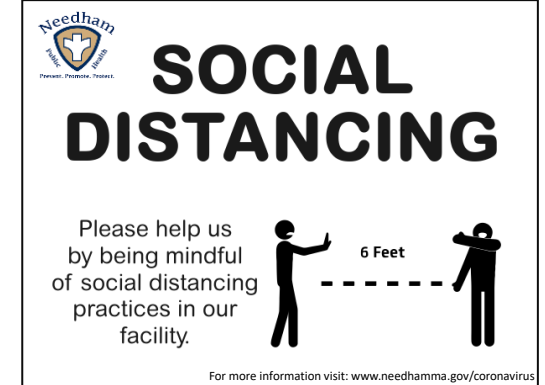
THANK YOU to all staff, volunteers, and residents for making this happen!

- Taleb Abdelrahim, Kristin Scoble, Hanna Burnett were lead staff in organizing, planning, and training.
- EOC and OPS groups were on standby and provided whatever was needed when needed: Town Management, DPW, Building Maintenance, CATH, Fire, Police, ect..
- From January 11th-April 3rd we did:
 - 34 clinic days
 - 6,886 vaccinations
 - Homebound vaccinations to start next week
- MRC Volunteers (to date):
 - ~ 600 volunteers used
 - > 4,500 hours served



COVID-19 Enforcement and Inspections

- The Environmental Team educated stakeholders and the public on:
 - Wearing well-fit face coverings
 - Social distancing requirements
 - Proper hand hygiene
- Signage developed and distributed to food establishments, retail businesses and group housing complexes
- Continuously working with businesses to verify compliance with current MA guidelines as they evolve
- Have followed up on over 100 COVID-19 related complaints, including but not limited to:
 - Large group gatherings, business non-compliance, others not wearing masks
- Continued routine food inspections to verify guidance is followed and correct violations





Youth & Family Services COVID-19 Response

Presented by Sara Shine



Youth & Family Services Division

Response to COVID-19

- Y&FS significantly increased mental health services to reach a greater community need
 - Crisis calls doubled between March 2020 and March 2021 than previous years
 - Y&FS increased capacity clinical services
 - Focus from just youth and families increased to any community member in need
 - Established various community connections to help provide support
 - Focus on community outreach and visibility
- Committees
 - Alliance for Safety and Wellness in the Greater Needham Community
 - Community Crisis Intervention Team
 - Youth Resource Network
 - Domestic Violence Action Committee
 - Vaping Task Force
 - Substance Abuse Prevention Alliance of Needham
 - Steering committee and on all 3 action teams



@NeedhamYouthServices



@Needham_Youth



@NeedhamYouthServices

Meeting the Larger Community Need

NEW PROGRAMMING

- Community Rail Trail Mural Project
- Community wide trainings
 - Parenting During a Crisis
 - Youth Mental Health First Aid
- Helped to create a resource page for community members in need
- Self Care in Needham Social Media Campaign
- Socially Distanced Activity Calendars
- Creation of activity bags for families in need
- Various therapeutic groups focused on current events
- Racial equity work

ESTABLISHED PROGRAMS RECREATED

- Group Programming
 - Coping skills groups for youth
 - Parent support programming
 - Lunch groups
 - Art therapy groups
- Volunteers Around Needham
- Peer Tutoring
- Peer Mentoring
- Cyber Wellness Workshops
- Programming in collaboration with the COA
- March Unplugged Calendar
- Awards (Patrick and Patricia Forde Good Person Memorial Award & Ray of Hope)

Aging Services COVID-19 Response

Presented by: Aicha Kelley, Jessica Moss, Latanya Steele



Aging Services COVID-19 Food Security

- In partnership with Springwell Elder Services, we have delivered approximately **75-85** meals a day (Monday-Friday) to our consumers.
 - We have delivered approximately **18,000** meals so far.
- Trader Joe's Grocery Delivery Program: Over **1,930** bags of groceries delivered.
- Freshness Delivered (a fresh produce delivery service) for **up to 65** older adults a week. **250** older adults have used this service, receiving a total of **2,081** bags of produce.
- Sunday Supper Club: Dinner and conversation! **265** meals delivered in partnership with Volante Farms to **55** adults



Aging Services COVID-19 Services

- Adapted our transportation program to meet COVID-19 safety restrictions.
 - Staff and volunteers deliver essential supplies including meals, groceries, recreation items, and masks. We have delivered approximately **23,000** essential items since our building closure!
 - Partnered with JFK Taxi Inc. and MAPC to schedule and fund essential rides for older adults. We have scheduled over **800** rides since Dec.
- Volunteers have logged approximately **1,708** hours of service since our building closed making phone calls, packing and delivering food items, helping book vaccine appointments and more.
 - Fielded **945** calls for assistance registering for **vaccine appointments**.
- SHINE (Serving Health Information Needs of Everyone) provides free non-biased health insurance counseling to Medicare beneficiaries
 - In Open Enrollment 2020, we served a total of **3,728** beneficiary contacts.
 - An estimated **\$2,066,311** in savings from 2020 Open Enrollment drug plan enrollments





Aging Services COVID-19 Programs

- Immediate transition to remote programming via Zoom, daily emails, and other remote platforms. We have offered **1,521** hours of remote programming in topics including health/wellness, education, recreation, and more!
 - Developed a phone pal program with student volunteers (over **11,000** minutes of conversation).
- Launched Tablet and Tutors program in partnership with the Needham Community Council to deliver free electronic tablets and technology support to older adults. Over **55** tablets have been distributed to Needham residents so far!
- Wonderful Wednesdays: We pack and deliver **50** bags a week of home-based activities for older adults to do safely in their home. We have delivered over **800** bags!



Aging Services COVID-19 Counseling & Case Management

- Provide comprehensive case management older adults and their families as well as information and referral services on issues including housing, transportation, food security, unemployment benefits, long term care planning, benefits counseling, and caregiver support.
- We offer a tele-therapy program to provide short-term counseling services to address the impacts of social isolation, specifically related to COVID-19.
- In the last FY, our department served approximately **600** individuals.
- Became an official SNAP (Supplemental Nutrition Assistance Program) Partner.

LEGAL NOTICE

At a public meeting held on March 11, 2021 the Board of Health of the Town of Needham, County of Norfolk, Massachusetts, acting under the authority of Chapter 111, Section 31 of the Massachusetts General Laws adopted revisions to Article 1, Regulation Affecting Smoking and the Sale and Distribution of Tobacco Products in Needham in the interest of, and for the preservation of, the public health. This summary shall serve as notice to all.

The Board of Health revised Article 1, "Regulation Affecting Smoking and the Sale and Distribution of Tobacco Products in Needham", which was last revised in December 2020, to retire 3 open tobacco permits, to adopt the state fine schedule, and to make other technical changes and small edits.

This regulation will take effect April 1, 2021

AD#13947611

Needham Times 3/18, 3/25/21

Health officials extend mask order

Vigilance urged as vaccinations progress

Trevor Ballantyne

Wicked Local

USA TODAY NETWORK

Vaccination data released by the state last week showed 7,122 Needham residents, or, 24% of the town's estimated population, had been "fully vaccinated" as of March 25.

But as the number of residents who have re-

ceived both shots increases, local health officials are reminding residents to remain vigilant.

Last Friday, the Needham Board of Health voted to extend the town's mask order until June 30. Originally put in place May 1 of last year, the order has been renewed or modified by the local health board to reflect state guidance a total of seven times.

A Needham Public Health message posted last week to the town's COVID-19 resource website a day earlier noted,

"while the CDC says it's safe for vaccinated people to gather in small groups with other vaccinated individuals without masks, you are advised to continue to take care to protect others and yourself."

"Health officials do not yet know if vaccinated people can spread COVID-19 to others who are at high risk or have not been vaccinated," the public health statement continues. "Therefore, when you are around others, please keep wearing your mask and maintain

distance."

Statewide vaccination report

In the week between March 16 and March 23, there were 379,232 doses of COVID-19 vaccines administered in Massachusetts and the state's seven mass vaccination sites led the way with about 106,300 shots administered, 28 percent of the total, according to the Department of Public Health.

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Registered Nurse Megan Moffett, of Needham, explained the COVID-19 vaccine procedure to Needham FF/Paramedic Austin Hurley at the Rosemary Recreation Complex in Needham, Jan. 11. [File photo] WICKED LOCAL STAFF PHOTO/AMN KINGWOOD

Health

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Hospitals administered the second greatest number of doses, about 92,000 or 24.25 percent. CVS and Walgreens pharmacies came in third, having given about 80,200 shots that week or a little more than 21 percent of the statewide total, the State House News Service reported.

Regional collaboratives and health departments gave 43,400 vaccine shots over the seven days, almost 11.5 percent of the total, and community health centers administered about 41,500 shots or 11 percent of the total.

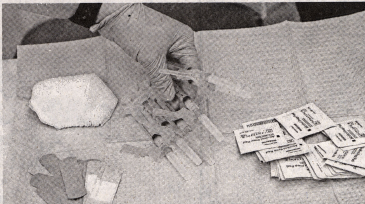
Hospitals account for about 990,200 vaccine doses compared to 655,100 for pharmacies, 506,200 shots at mass vaccination sites, 341,600 doses administered at regional collaboratives and 197,100 doses provided by community health centers.

A message from Needham Public Health:

Needham Public Health will be providing COVID-19 vaccinations to homebound residents. Residents must meet the State qualifications for vaccination for homebound residents. Those can be found on the town website at <https://tinyurl.com/h4efxyhv>.

If you believe you or someone you know qualifies for a homebound vaccination please email needhamvac@needhamma.gov or call 781-455-7934 and leave a message. Needham Public Health will begin calling residents the week of March 30th, 2021 to review resident qualifications and begin setting up appointments.

Appointments will be based on supply of the vaccine from the state; currently Needham has not received any vaccine from the state to support this effort but hopes to receive vaccine in the coming weeks.



More syringes with the Moderna COVID-19 vaccine were placed at one of the nurses' stations at the Rosemary Recreation Complex in Needham, Jan. 11.

WICKED LOCAL STAFF PHOTO/ANN RINGWOOD

Needham COVID-19 case update: Week of March 25, 2021

Needham's total confirmed COVID-19 case count increased by 41 to reach 1,577 last week, according to weekly data published by the state's Department of Public Health on March 25.

According to DPH report, the town's average daily incidence rate, calculated per 100,000 residents over a 14 day period, dropped to 20.8 from 21 reported the week prior. The town's 14-day average percent positivity rate ticked up slightly to 1.57% from 1.52%.

Data released by the Town of Needham on March 25 showed 123 of the town's residents have died as a result of COVID-19. The fatalities include 67 deaths reported among residents of three local nursing homes, according to state data collected on March 23.

Statewide COVID Update:

At the end of last week, Massachusetts public health officials reported,

more daily new cases of COVID-19 than on any day since early February.

The Department of Public Health counted 2,301 new cases on Friday from 107,593 tests, surpassing the 2,274 new cases reported Thursday and again the highest one-day total since Feb. 7.

Meanwhile, the seven-day positive test rate inched up from 2.28 percent to 2.32 percent, continuing the slight increases observed over the past several weeks.

Massachusetts is not alone. Nationally, the most recent seven-day case average is about 7 percent higher than the previous period, while hospitalizations also represent a "slight increase," U.S. Centers for Disease Control Director Dr. Rochelle Walensky said on a Friday briefing.

"We know from prior surges if we don't control things now, there is a real potential for the epidemic curve to soar again," Walensky said.

Reporting from the State House News Service contributed to this article.

One hundred Housing Authority residents given first vaccine shot

Trevor Ballantyne

Wicked Local
USA TODAY NETWORK

One hundred Needham Housing Authority residents received their first COVID-19 vaccination Saturday during a clinic hosted by Needham Public Health.

Around 455 Needham residents live in housing managed by the NHA, where rent is paid with varying levels of assistance from either the state or federal gov-

ernment.

According to Needham Public Health Director Timothy McDonald, the clinic employed Russian, Mandarin Chinese, and Spanish translators to assist some residents.

McDonald said the town originally requested 200 doses from the state's COVID-19 Response Command Center for the Needham clinic, but in an email sent on Monday, he reported his department only received 100 shots to distribute to NHA residents.

Still, the public health director said members of his department "were very happy with how it went," and he remained, "hopeful that the Command Center may eventually send



More syringes with the Moderna COVID-19 vaccine were placed at one of the nurses' stations at the Rosemary Recreation Complex in Needham, Jan. 11. WICKED LOCAL STAFF PHOTO/ANN RINGWOOD

additional doses so that we can vaccinate more residents of [the Needham Housing Authority.]"

Last month, the state decided to adjust distribution plans for vaccine doses away from local boards of health.

McDonald said, "we

obviously were, and still are, disappointed by that decision since we have significant capacity in Needham to vaccinate," but he said state health officials continue to deliver on a promise to "always provide sec-

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Vaccine

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ond doses for the individuals we first vaccinated."

"We are always a little bit anxious to make sure that happens, but they have come through with the shipments in time for second dose clinics. (Sometimes just in time — last Tuesday morning we received vaccines that we used for second doses later that afternoon, for example)," McDonald told a reporter.

"Unless the COVID Command Center changes its mind and sends Need-

ham additional vaccine or unless the Command Center approves the 10-town regional vaccination partnership that we proposed a few weeks back, then the clinic we held on Saturday March 6th is likely the last clinic where we will administer first doses," he said.

A clinic to administer second doses for NHA residents vaccinated Saturday is scheduled for April 3.

McDonald said his department will host second-dose clinics on March 9, March 11, and March 22 to provide shots already administered during clinics held in recent months for other groups, including Needham first responders.



The Needham Housing Authority administrative offices at 28 Capt. Robert Cook Drive. WICKED LOCAL/TREVOR BALLANTYNE