



Franklin Regional Council of Governments

Meeting: Cooperative Public Health Service Oversight Board

Date:	Thursday, December 28, 2017	Location	Olver Transit Center	Facilitator	Doug Telling, Chmt. BOH
Time	5:00- 7:00 PM	Room:	First Floor Meeting Room	# to call with problems:	413-834-0420

Present:	Staff:	Regrets:
Marie Iken, Conway	Glen Ayers, Health Agent	Randy Crochier, Food Safety Agent
Doug Telling, Charlemont	Lisa White, Public Health Nurse	Meg Burch, Conway
Cass Nawrocki, Hawley	Phoebe Walker, FRCOG	Rob Lingle, Charlemont
Betsy Kovacs, Heath		Kathie Benson, Leyden
Terry Estes, Buckland	Absent:	Maggie Rice, Rowe
Marti Ferguson, Buckland	Deerfield	
Dave Nash, Monroe	Gill	
Deb Coutinho, Shelburne		

Minutes	In the absence of the Co-Chairs, Doug Telling agreed to Chair the meeting. September meeting Minutes were moved by Dave, seconded by Cass, and adopted unanimously.
Lyme Disease State Advocacy Idea	In response to a discussion last month, Glen brought a memo for Boards of Health that described Senate Bill 1255, which would once again appoint a Lyme Disease Commission to come up with suggested next steps for addressing the huge burden of this disease. Board discussed the timing of the Commission, and expressed a desire to do more sooner. Glen will look at the 2013 Lyme Commission Report and see what other actionable items were in it. Betsy will research what, if anything, is happening at a federal level that we could support. Towns that want to can use Glen's memo to write to the Joint Committee on Public Health – we discussed perhaps asking for the addition of some infectious disease experts or Lyme doctors to the Commission, and an extension of its operating timeframe into next Legislative session, as time is running out on this one.
Staff Update Nurse	<p>Lisa passed out materials summarizing the Immunization Program results this year. We added two new clinics, at Stoughton Place in Gill and Highland Village in Shelburne. Approximately 30 fewer doses were given this year, for a total of 840. Clinics at Hawlemont, Leyden Town Hall, Conway Grammar School, and South County Senior Center all had fewer people this year. Others were flat or increased. Board discussed the possibility of marketing the flu clinics as a civically responsible thing to do – “get immunized local” to see if we could capture more of the market next year. Will discuss again in August.</p> <p>Lisa also reported that her pilot pneumonia clinics (requiring pre-registration and pre-screening) went well in Deerfield and Shelburne, and will be expanded later this winter. She also described a workshop that she had organized for Deerfield employees through the Workplace Wellness grant from Hampshire Insurance Trust, with hands-free CPR, AED use and</p>

how to defuse an angry customer. BOH members can let her know if they are interested in a similar workshop in their towns, and Lisa will follow up with HIT to find out the grant qualifications for other towns.

Staff Update
Health Agents

Randy was unwell and sent his regrets. Glen reported on his and Paul's recent efforts to get the software whipped into shape for the health agent transition. Current frustrations include a failure of many of the inspection reports to sync to the web platform, and the software's current inability to help towns easily meet public records requests while still keeping private information (like camp CORI forms) private. A long list of improvements has been generated, and regular conference calls are underway with Full Circle Technology, our vendor.

End of year permit renewals are trickling in. Anyone can log in and renew their permit anytime, and a mass email will go out Friday 12/29.

FRCOG Update:
Hiring
Fy18 Budget
FY19 Budget & Assessmts

Phoebe gave a hiring update – with copy of draft flyer for review, job description, and timeline. Board expressed concern that we may need more money for the salary, and that the timeline was optimistic, in that assumed a person who might be relocating here would be able to start with one month's notice. Phoebe also distributed the FY18 Budget Reports. The Board then reviewed an updated version of the FY 19 budget, with an increase due to health insurance and other post employment benefit (OPEB) costs coming in higher. The Board also reviewed the assessment formula steps and a first draft of assessments. After discussion about some questions on behalf of the Conway Board of Health, a motion was made and seconded to endorse the budget and assessment figures pending the approval of the Conway Board of Health of their assessment. Passed unanimously. Phoebe and Lisa will meet with the Conway BOH, and if not necessary, the Board will not consider the budget and assessments again on January 18 (and will skip the meeting unless otherwise necessary)

TOWN	FY18	FY19
BUCKLAND	\$ 13,638	\$ 13,500
CHARLEMONT	\$ 14,000	\$ 13,500
CONWAY	\$ 8,000	\$ 8,500
DEERFIELD	\$ 19,780	\$ 20,596
GILL	\$ 11,112	\$ 11,112
HAWLEY	\$ 2,965	\$ 3,200
HEATH	\$ 5,500	\$ 5,200
LEYDEN	\$ 3,900	\$ 4,000
MONROE	\$ 2,000	\$ 2,000
ROWE	\$ 4,900	\$ 5,000
SHELBURNE	\$ 6,800	\$ 7,000

Upcoming at the Transit Center:
 January meeting date: Thursday January 18 5-7
 Distressed and Abandoned Property Toolkit Workshop 3/8 6-8 PM
 Census Workshop: 4/5 6-8 PM
 Community Kitchens in public buildings 5/3 6-8 PM