



## Dudley Board of Health Meeting Minutes November 9, 2021

The regularly scheduled meeting of the Dudley Board of Health was called to order at 4:30PM by Jennifer Cournoyer, Chairman and the pledge was recited.

**Members present:** Jennifer Cournoyer -Chairman, Roberta Johnson - Public Health Nurse, Lorri Ducharme  
Also Present: Camille Griffin – Health Agent and Laurie Keefe – Community Health Coordinator.

### **Community Health Coordinator Laurie Keefe**

Laurie Keefe – I am the new Regional Health Coordinator. The towns include Webster, Dudley, Oxford, Auburn, Southbridge, and Brimfield. I started in mid-October. I've already applied for a grant that would allow me to do community assessment surveys. I've sent out some five question surveys recently, that will give me some insight to each community, and what I can do for them. If there is anything I can do for your town, please don't hesitate to contact me at any time.

Jennifer Cournoyer introduces herself and other members of the board to Laurie.

Laurie Keefe – I'm hoping to bring more resources here to the town. I'm here to work on the small things not just big picture items. I would like as many answers to the survey I sent you as I can get because that will give me a better idea on how I can help.

### **New Health Agent Camille Griffin**

Jennifer Cournoyer introduces Camille as the shared health agent with the town of Webster.

Camille Griffin – I was a Public Health Inspector for the city of Framingham for over four years. I finished my master's in public health at Boston University back in June. I am very passionate about public health and my goal is to get both communities on the right path updating a lot of outdated forms and streamlining processes.

Jennifer Cournoyer – You have been doing an amazing job so far and we appreciate it all. We are looking forward to the changes you will bring to our town and department.

### **Accept Minutes from September 21, 2021**

Roberta Johnson makes a motion to accept the minutes from September 21, 2021, as they are written

Lorri Ducharme seconds the motion

Board Votes – passes unanimously

### **COVID Protocols/Discussion**

Roberta Johnson – I will include my health nurse report with this. We only have 24 Active cases currently. It's a mix of adults and children. We have more residents vaccinated so I go back and forth with any steps we need to take right now. Yes, we are going into flu season but I'm just not seeing enough going on to put a mask mandate in place again. I wanted to have a discussion on what we think should do here at the town hall. I

don't want to make people show their vaccine cards or make them wear masks. The town is doing well with keeping COVID activity low, but I also want to make sure we are continuing to be proactive so that we don't have a spike in cases.

Jennifer Cournoyer – Amanda and I will make sure offices are stocked with wipes and hand sanitizer. I don't feel like we need to do more than that at this point. Camille and Roberta can have a discussion and brainstorm what you think is the best way to go about this. If it is decided that we want to go back to a deep cleaning on a weekly basis then a discussion will be needed with the Town Administrator on how the town will pay for that. We don't have a full-time maintenance person at the town hall so for now it will be up to each office to do some daily cleaning and we will go from there after Camille and Roberta have had a chance to talk about anything they want to do differently.

### **Health Agent Report/Comments**

Camille Griffin – I started with the town at the end of September and since then we have received 5 housing complaints. 4 of those were investigated and 1 was withdrawn. Some of those were preexisting from before I came but they were handled with orders sent out. We also received 1 nuisance complaint that was inspected, and orders sent out on. We have had 15 Temporary food applications and 8 annual renewal food applications so far.

I'm going to help update the forms so that we are asking the correct questions on these applications. Regulations have changed and the town is not up to date with that. For example, it was discovered that a temporary food permit is needed for vendors at events only if they are selling items that do not require temperature control. So, a prepackaged shelf stable item does not require a food permit. The town can come up with their own regulations and still have oversight of that if they choose to do so. The city of Framingham did have local regulations which was helpful. We put all food establishments into risk categories. These are all things to consider. I am happy to help draft up some regulations for the town. By having these in place it gives the town some extra protections. I've also noticed that we combine our tobacco permits with the yearly food permits. That really should be a separate permit. If an establishment has a violation that makes them lose their tobacco privileges, but they are still able to sell food then you don't want to have to take that away from them. We need to send a notice out to the establishments that have already submitted their annual renewals letting them know of the new tobacco regulations the state updated a few years back. We also need to get a process in place for Frozen Dessert Regulations. This is something that the local boards of health have jurisdiction over, and we should look at and revise the fee schedule so we can charge for the application.

### **Public/Board Comments**

Jennifer Cournoyer – October 28<sup>th</sup> we had our 3<sup>rd</sup> annual Spooktacular here at the town hall. The town had a costume parade starting at the library. There was also a scarecrow contest, games, the fire safehouse the kids could go through. We did smores over the fire and hotdogs with chips that they could take home with them. The library also gave out free books that were donated. We had about 150 children and everything went well. The kids seemed to have had a great time. The Friday after Thanksgiving Santa and the Grinch are scheduled to go around town on the fire truck starting around 4:00pm. The tree lighting is looking to be held on December 9<sup>th</sup> which is another great event in town. We will run that event like the Spooktacular. Everything will be outside, and food offered will be to go instead of everyone eating inside the town hall. This will make it safer for everyone.

Next Meeting set to take place on January 11, 2022, at 4:30PM. The board agrees to meet before then if something urgent comes up.

**Adjourn**

Roberta Johnson makes a motion to adjourn

Lorri Ducharme seconds the motion

Board votes – passes unanimously

Meeting adjourned 5:20PM.

Respectfully submitted,

*Amanda Jacobson*

Board of Health Clerk