The regular meeting of the Board of Health was held on Tuesday, December 10, 2019. Carolyn Rogowski-Duarte, Chair; Adrienne DeSantis, Secretary; Michael LaFever, Member and Andrea Crete, Health Agent were present with Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 4:07 p.m. by Ms. Rogowski.

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Board members reviewed the minutes of the November 19, 2019 meeting. Motion made by Mr. LaFever to approve the minutes as written, seconded by Ms. DeSantis. All in favor 3-0. Minutes were signed by Ms. Rogowski.

Payroll schedules and bills were signed by all Board Members.

Cheryl Messer-Lusty, Director of Nurses, met with the Board to discuss nursing services and costs associated with them. Ms. Messer and Ms. Crete looked at a 4-month span from March 2019 – June 2019 to see where most of the nurse's time is spent on services they provide and which services are provided the most. Ms. Crete developed a pie chart to show the percentage of time spent for each service and another to show the percentage of services being provided. A cost analysis showed that throughout the 4 months, the department came up with a deficit of approximately $3250.00. Ms. Messer discussed the possibility of performing a review for the entire year to get a clearer picture. Board members would like to see a year's worth of data.

Ms. Messer discussed raising the cost for TB testing to $20.00. Currently our cost per dose is around $9.00 and the department charges a fee of $15.00. The surrounding places that provide the test charge well over $30.00. Ms. Rogowski would like to see the increase only pertain to work related tests and not for students. Motion made by Mr. LaFever to table this to a future meeting. Seconded by Ms. DeSantis. All in favor 3-0.

Ms. Messer informed the Board of 2 upcoming CPR classes to be held for food establishments. Any food establishment that contains more than 25 seats are required to have at least one person trained as a choke saver provided on site at all times during operation. Ms. Messer has a class on December 14, 2019 with about 10 people enrolled. The next class will be held December 21, 2019. That class currently only has 1-2 people enrolled. There is a final class to be held on January 17, 2020. The cost of the class is $45.00 per person. Ms. Messer will be instructing the full CPR curriculum with emphasis on choke saving procedures aka Heimlich Maneuver.

Ms. Crete discussed the roles and responsibilities of a Public Health Nurse. Most of the services provided by the department are pedicures and home visits for seniors. Ms. Crete would like to see our nurses provide more community outreach including lead screening, substance abuse prevention, inspections of body art establishments and recreational camps. Ms. Rogowski expressed concern that this would be cutting services for seniors. Ms. Crete is not looking to cut services, only to provide additional services focusing more on public health.

Ms. Crete discussed the FDA grant that she is currently working on. The department has been awarded $2500.00 to be used for training and materials. The grant requires a self-assessment

to see where the department stands pertaining to compliance. There are 9 standards that the department must meet to be in full compliance. The assessment is to be completed by December 31, 2020.

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The following Food Establishment Inspection Reports provided by Ms. Crete were reviewed by the Board:

- Starbucks, 456 Center St
- Brigham Lodge, 59 Winsor St
- Grilled Specialty Sandwiches, 206 Holyoke St
- Our Town Variety, 259 Fuller St
- Ludlow Pizza, 257 Fuller St
- Unity Athletic Club, 161 State St
- Franks Diner, 99 East St
- JB Wholesale Meats, 141 Center St
- Ludlow Nutrition, 196 East St
- Ludlow Lodge of Elks #2448, 69 Chapin St
- Faith Community Chapel, 12 Cedar St
- Chapin East Variety, 830 East St
- Cumberland Farms, 320 East St
- Ludlow Smoke Shop, 246 East St
- Basics Mini Mart, 190-194 East St
- Cumberland Farms, 105 West St
- Ludlow Mobil, 341 West St
- Ludlow Shell, 227 Center St
- Walgreens, 54 East St

A letter was received from the Pioneer Valley Mosquito Control inquiring if the Town of Ludlow would be interested in joining. Board members would like to invite the PVMC to an upcoming meeting to receive more information and hear what is offered.

Board members selected the following dates for upcoming meetings: January 7, 2020; January 21, 2020; February 11, 2020; February 25, 2020; March 10, 2020; and March 24, 2020.

Motion made by Ms. DeSantis to adjourn the meeting with Mr. LaFever seconding the motion. All in favor 3-0.

Meeting adjourned at 5:17 p.m.

Respectfully submitted,

Adrienne DeSantis
Secretary