The regular meeting of the Board of Health was held on Tuesday, July 13, 2021. Michael LaFever, Chairman; Kelly Lamas, Member and Andrea Crete, Health Agent were present. Adrienne DeSantis, Secretary, attended the meeting remotely by phone. Minutes are being recorded by LCTV video and are being transcribed from the video. The meeting was called to order at 5:30 p.m. by Mr. LaFever.

RECEIVED
TOWN CLERK'S OFFICE
2021 JUL 28 A 10:49
TOWN OF LUDLOW

Board members read the minutes of June 22, 2021. Due to Ms. DeSantis not being present, the minutes will be signed at the next meeting.

Board members signed departmental bills.

The meeting was joined by Angela Kramer, by phone.

Ms. Kramer provided a COVID update to the Board. The town has only seen 2 cases. The concern is still with the variants. The state feels there would be breakouts with the delta variant. Vaccinated individuals are not getting as sick, even with the variants. The state is still performing COVID vaccinations for homebound individuals.

There is a request from Jessica Lasky, 216 Kendall Street, to house up to 10 chickens on her property. The department received a complaint of a rooster on the property. Since the complaint, the rooster has been rehomed. Ms. Crete does not see any reason to not allow for the chickens. Motion made by Ms. Lamas to allow for up to 10 chickens. Seconded by Ms. DeSantis. All in favor 3-0. A letter will be sent to the homeowner.

Ms. Lamas asked what steps have been taken to streamline and restructure the services offered within the department. Ms. Crete has not restructured any services yet.

Ms. Crete presented the Board with a draft Health Director job description. Ms. Lamas would like to see the Board meet with Carrie Ribeiro, Human Resources, to discuss the job description.

The meeting was joined by Marianne Moura, by phone.

Ms. Moura discussed the number of pedicures being performed within the department. From January – March 2020 there were a total of 317 pedicures performed. In August – December 2020, there were 206 pedicures performed. Currently in 2021, there have been 228 pedicures performed. Most pedicure appointments average about 30-45 minutes. There are certain times where an appointment could take up to 1 hour. Ms. Lamas would like to know how many individual patients these numbers represent. This information will be brought to the next meeting. Ms. Lamas asked if there is an intake process to verify if a patient is truly homebound. Currently there is nothing in place. Patients request to be seen within their home. It is more of a homebased pedicure appointment, rather than just for a homebound patient.

Ms. Crete asked the Board about approval of the draft job descriptions and moving forward with possibly hiring an inspector. There is a current public health nurse position that has remained unfilled. Ms. Lamas feels that until there is a piloted restructuring and streamlining of services, it is unknown what type of position needs to be filled. There needs to be an assessment of services. A plan should be put in place to hopefully free up nursing time to focus on other public health items. Ms. DeSantis feels there are two issues on the table. One being restructuring of services, and the other being development of a possible inspector position.

Ms. Moura and Ms. Kramer discussed with the Board their daily routine. The nurses normally do both home visits and office visits daily. There is time spent on vaccine management, MIIS, Maven, and office phone calls. Ms. Moura will be retiring in November. Ms. Crete asked Ms. Kramer about her ability to manage every task after Ms. Moura retires. Ms. Kramer feels it would be a lot for one person to handle.

Ms. Lamas would still like to see a partnership with the senior center to offer services. This would allow for more efficiency for the nurses. Whether it would be a blood pressure clinic once a month or providing pedicures. These clinics would be continuously scheduled. Ms. Lamas would like for Ms. Crete to reach out to Jodi at the senior center. This would help to establish some of the needs and see what scheduling would look like. Ms. Lamas would like to research what other health departments throughout the state offer for services. Ms. Kramer stated that there are very few health departments that offer the same services as Ludlow. There is one other department in eastern Massachusetts that offers pedicures.

RECEIVED
TOWN CLERK'S OFFICE
2021 JUL 28 A10:44
TOWN OF LUDLOW

Ms. Lamas would like to see the department stop taking any further homebased patients. There should be a better intake process to see if these patients are truly homebound. Only true homebound patients should be attended to outside of the office. Ms. DeSantis agrees with holding off on new homebased patients. Mr. LaFever feels there should be some criteria in place to determine homebased needs. Ms. Lamas would like to also see the revenue received from pedicures.

Ms. Crete asked how the Board would like to proceed with the new positions. Ms. Lamas would like to gather more information to show the demonstrated need for the department. Ms. DeSantis feels that the department needs to have a better understanding of what the plan is going forward prior to speaking to Human Resources.

Ms. Lamas asked about the status of inspections. Ms. Crete stated that a lot of establishments still need to be inspected. Ms. Crete feels that other parts of her job are taking her time away from performing inspections. Originally high-risk establishments were to be inspected 3 times a year. Ms. Crete is currently only able to perform 2 per year. Medium and low risk establishments were only inspected once a year. A lot of this is due to COVID and the amount of facilities that were closed or limited in services.

Motion made by Ms. Lamas to adjourn the meeting at 7:00 p.m. with Ms. DeSantis seconding the motion. All in favor 3-0.

Respectfully submitted,

Adrienne DeSantis
Secretary

RECEIVED
TOWN CLERK'S OFFICE
2021 JUL 28 A 10:51
TOWN OF LUDLOW