

**PRESENT:**

Kathleen F. Bishop, Chairman  
Joan M Jacobs, Member  
Stacey Lane, Director  
Angelo De Luca, Environmental Health Agent  
Jennifer Bartucca, Administrative Assistant  
Rotem Aloni, Program Coordinator  
Deirdre Carney, Resource Specialist

1. **APPROVAL OF MINUTES OF November 29, 2022**

Motion made and seconded to approve the minutes of November 29, 2022.

Vote: Unanimous

2. **NEW BUSINESS**

**2a) Mental Health Awareness Training (MHAT) Program Director position posted**

The MHAT Program Director position has been posted and internal interviews have been conducted. The Director hopes to have the position filled in January.

**2b) Tobacco: Discussion of required suspension for the first sale to minor**

The Director would like to clarify a decision that was made by the Board at the May 17<sup>th</sup> 2022 meeting. The language of the motion made regarding the suspension for the first sale to a minor was not clear regarding how long the suspension should last. The Board recommended following the 3 day suspension after a first sale that is common across the Commonwealth.

Motion made and seconded to update the regulations to state “The Tobacco Sales License shall be suspended for 3 days following the first sale to a person under the age of 21”.

Vote: Unanimous

3. **OLD BUSINESS**

**3a) Mental Health Awareness Program Director Report**

The Program Director left her updated report for the Board before she vacated her position.

**3b) Epidemiologist Update**

The Epidemiologists were unable to attend the meeting but submitted a report to the Board. The Board discussed the location of the current outbreak of Ebola virus in Africa (Uganda) and the symptoms which were provided in a link in the report. The epidemiologists conducted data analysis on the MetroWest Adolescent Health Survey (MWAHS) for the Drug Free Communities grant and updated Norwood’s COVID-19 data dashboard.

**3c) Tobacco Report**

The Program Coordinator presented her report regarding her inspection in Norwood between October 6<sup>th</sup> and December 13<sup>th</sup>. Inspections and Compliance checks were also done in the other seven communities in the Collaborative.

**3d) Public Health Nurse Report**

The Public Health Nurse was unable to attend the meeting but submitted her report to the Board. The Board did not have any questions regarding the report.

### **3e) Environmental Health Inspector Report:**

#### **1) Update List:**

1947 Truly Indian: No critical violations observed at re-inspection. Can be removed from list.

Giorgio's: No critical violations observed at re-inspection. Can be removed from list.

#### **2) New Food Establishment Report**

Smokehouse BBQ, Cedar Market, To Beirut, NextDine, China Rama and Crushed Peppers have opened since the last Board meeting.

#### **3) Inspection Report**

1947: Cold storage will be added during the upcoming expansion.

### **3f) Resource Specialist Report**

The Resource Specialist updated the Board on her activities including the Norwood Community Resource Guide, Norwood Anti Scam Task Force, Gift of Warmth program, Fuel Assistance, Impact Norwood, Access Justice Program, and the Norwood Food Justice Program.

## **4. DIRECTOR'S REPORT**

### **4a) Reminder Notice to Retailers regarding CBD**

A reminder notice will be sent to all tobacco retailers that the sale of CBD gummies is not allowed. The Program Coordinator found many stores selling these products during her inspections.

### **4b) Flu and COVID19 vaccine update**

Residents can call the Health Department to receive both flu and COVID19 shots from the Public Health Nurse.

### **4c) COVID-19 Home Test Kits**

Free home test kits are available at the Health Department. The manufacturer and FDA have extended the expiration dates of the COVID-19 test kits. Residents should visit the iHealth website or call the Health Department to check for the new expiration date on the kits before discarding.

## **5. BOARD'S AGENDA**

The Board would like to wish the residents of Norwood a happy and safe holiday season.

## **6. NEXT MEETINGS**

January 24<sup>th</sup> @10:30AM

February 28th @10:30AM

## **7. ADJOURNMENT**

Motion made and seconded to adjourn the meeting at 11:23 AM

Vote: Unanimous