

**PRESENT:**

Joan M. Jacobs, Chairman  
Kathleen F. Bishop, Member  
Carolyn Riccardi, Member  
Sigalle Reiss, Director  
Stacey Lane, Asst. Director  
Angelo DeLuca, Sanitarian  
Jennifer Bartucca, Administrative Assistant  
Aubrey Ciol, Program Director

**1. APPROVAL OF MINUTES OF November 27, 2018**

Motion made and seconded to approve the minutes of November 27, 2018

Vote: Unanimous

**2. NEW BUSINESS****2a) Budget Update-General Government Budget Reductions**

The Director presented the Board with the General Government budget reductions list from the General Manager's Office. There will be 1.7 million in cuts including two changes to the Health Department. There will be a \$5,000 reduction in the Dental program and the Town portion of the nurse's salary from St. Catherine's will be eliminated.

**3. OLD BUSINESS****3a) Nurse's Report: November 20, 2018-December 10, 2018**

The Board reviewed the Nurse's Report regarding immunizations, health screenings, blood pressure clinics, communicable diseases, and health education.

**3b) Drug-free Communities Grant Program & Impact Norwood**

Impact Norwood's website has been revamped. The next Impact Norwood meeting will be Thursday January 10<sup>th</sup>.

**3c) New Food Establishment List**

Café Venice and Norwood Sunoco have opened since the last Board Meeting. Q'Sabor Latino Food Market has submitted paperwork to the Health Department but has not opened yet.

**3d) Food Establishment Update List**

**Crushed Peppers:** Administrative hearing took place on Dec. 6<sup>th</sup>. Not all conditions of the meeting have been met. Board requests to have him appear at the January meeting.

**Mak's Roast Beef:** Exterior dumpster was free of debris and not overflowing. Pickups have been increased. Remove from update list.

**Apna Bazaar:** PIC has been sending pest control reports to Sanitarian. Remove from update list.

**Furlong's:** Renovation work will start on December 27<sup>th</sup>. Remain on update list.

**3e) Food Establishment Inspection Report: November 20, 2018-December 10, 2018**

Café Venice: Will be remodeling bar and dining rooms.

Café Paprika: Both critical violations were corrected on site.

Chipotle: No paper towels in hand sink in men's room. Corrected on site. Angelo will follow up on dumpster lid.

After Review of the restaurant inspection report the following establishments are to be placed on the

update list: **Furlong's**

**4. DIRECTOR'S REPORT**

**4a) Tobacco Collaboration Grant**

The first meeting of the tobacco collaborative occurred on December 12<sup>th</sup>. The seven communities in the program are: Arlington, Belmont, Brookline, Norwood, Randolph, Stoughton, and Watertown. Brookline is serving as the host agency. Norwood will have at least one inspection and one compliance check from this grant.

**4b) Minds Matter/Interface**

The group held a meeting on December 5<sup>th</sup>. The group is working on getting information out to health care providers in the area.

**4c) Food Code Changes**

Trainings from MHOA and MEHA will take place in February regarding the new food code changes. The Director and Sanitarian are drafting outreach materials to send to our establishments.

**5. BOARD'S AGENDA**

The Health Department will now be able to go to Housing Court in Brockton for any cases they need to file.

**6. NEXT MEETINGS**

January 15, 2019 @ 10AM

February 12, 2019 @10AM

March 12, 2019 @10AM

**7. ADJOURNMENT**

Motion made and seconded to adjourn the meeting at 11:39 AM