

PRESENT:

Kathleen F. Bishop, Chairman
Joan M Jacobs, Member
Carolyn Riccardi, Member
Stacey Lane, Director
Angelo De Luca, Environmental Health Agent
Jennifer Bartucca, Senior Administrative Assistant
Conor Brosnan, Program Director
Diana Hillery, Public Health Nurse
Rotem Aloni, Program Coordinator
Deirdre Carney, Resource Specialist
Kerry MacKay, Public Health Associate

1. **APPROVAL OF MINUTES OF December 20, 2022**

Motion made and seconded to approve the minutes of December 20, 2022.

Vote: Unanimous

2. **NEW BUSINESS**

2a) Approval of Annual Report: Board of Health

Motion made and seconded to approve the 2022 Annual Report of the Norwood Board of Health.

Vote: Unanimous

2b) Mental Health Awareness Training (MHAT) Program Director: Elizabeth Ashton

The Director informed the Board that Elizabeth Ashton had accepted the position of Program Director for the MHAT grant. Her starting date will be March 6th and she has counseling and clinical experience.

Motion made and seconded to approve the hiring of Elizabeth Ashton as the new Program Director.

Vote: Unanimous

3. **OLD BUSINESS**

3a) Impact Norwood/Drug Free Communities (DFC) Program Director Report

Impact Norwood will be holding their first Coalition Meeting on March 1st. The Annual Performance Review is due in March. The Steering Committee continues to meet monthly and has added a few new members. The Youth Ambassadors are working on a Mental Health campaign and Public Service Announcement currently.

3b) Regional Staff Reports

Tobacco Program Director: Retailers in Norwood are more compliant with the regulations on this set of inspections. According to the state law, retailers are required to verify the age of the customers regardless of age. The Program Director is providing them with signage and digital calendars to help with this requirement.

Community Resource Specialist: The Resource Handouts are being reviewed for edits and inclusions. A calendar of events was produced for all NC-8 towns for Black History Month. The Anti Scam Task Force is almost finished with their pamphlets for distribution and will also have a booth at Norwood Day to give out more information to residents.

Public Health Associate: The Associate is now certified as an Adult and Youth Mental Health First Aid Instructor. She also has continued to work on closing out housing cases from 2022 and the Welcome Family project with NC8.

3c) Public Health Nurse Report

Flu shots are still available via appointment if needed. Blood pressure clinics are being added to the Senior Housing facilities and the schedule will be available online when finalized. The Nurse is also being trained to be a CPR instructor and will teach classes for employees and residents once completed.

3d) Environmental Health Inspector Report:

1) Update List:

There were no restaurants on the Update list this month.

2) New Food Establishment Report

Compass One, Prieto Empanadas, Dunkin Donuts and Fuego have opened since the last meeting. Veggie Crust, Jersey Mike's and Bandit Baking Company have submitted paperwork to the Health Department but have not opened yet.

3) Inspection Report

Crushed Peppers: Agent would like to add them to the update list based on transfer inspection.

Murph's Place: Agent would like to add them to the update list.

Chateau: All items were corrected at re-inspection.

Shabu Lee: Cooler was fixed at re-inspection and now have a CFM assigned to site.

After review of the restaurant inspection report the following establishments are to be placed on the update list: **Crushed Peppers, Murph's Place**

4. DIRECTOR'S REPORT

4a) Resignation of Chris Welch, Budget/Management Analyst for Health and Facilities

The Director presented the Board with the resignation letter of Chris Welch.

4b) FY23 DMH Earmark for Mental Health Programs

These funds were secured for the Town by Rep. John Rogers and Senator Mike Rush. These funds will go towards a speaker series at the Senior Center, mental health programs at Black History Month event, Interface Referral Service, and mental health education for Town employees.

4c) Diligent agenda/minutes software

This is a new program that the Town will be using to provide the public, Board members and staff online access to all information in a uniform way. Once agenda is establish, the packet and supporting items become available online.

4d) 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

6. NEXT MEETINGS

March 27th@1030AM

April 25th@1030AM

May 23rd@ 1030AM

June 20th@ 1030AM

7. **ADJOURNMENT**

Motion made and seconded to adjourn the meeting at 11:51 AM

Vote: Unanimous