



Serving the Towns of Alford, Great Barrington, Lee, Lenox, Monterey, Mount Washington, New Marlborough, Otis, Sandisfield, Sheffield, Stockbridge and Tyringham

"The mission of the Southern Berkshire Public Health Collaborative is to leverage partnerships in order to provide quality public health services that directly improve the health and well-being of the entire community."

SBPHC Meeting Minutes

July 12, 2024 @ 9AM

Great Barrington Selectboard Conference Room

334 Main Street, Great Barrington, MA

& Remote Option via Zoom

Present in Person: Dianne Romeo (Lenox, Chair), Pat Levine (Sheffield), Rebecca Jurczyk (Great Barrington), Jordan Chretien (New Marlborough), Betsy Spears (Mt. Washington), Jayne Smith (Alford, SBPHC Shared Services Manager). Jill Sweet (SBPHC PHN), Pam Stealth (SBPHC CHW), Jason Dragonetti (SBPHC Shared Health Agent)

Present on Zoom: Jim Wilusz (Lee), Ellie Lovejoy (Stockbridge), Terry Gould (Otis)

Absent: Monterey

1. ADMINISTRATIVE

- **Approval of April 12, 2024 SBPHC Minutes:** Dianne Romeo mentioned that the start time was at 9:00am, not 9:30am as listed on the minutes. Pat Levine made a motion to approve the minutes with the adjusted start time to 9:00am and end time to 10:30am. Rebeca Jurczyk seconded the motion. Roll call vote taken: Motion passed 9-0.
- **FY24 Q4 SBPHC Quarterly/Annual Report:** Jayne Smith reviewed the annual report and introduced SBPHC's Community Health Worker, Pam Stealth. Pam shared some of her background and focus for Southern Berkshire County. Jim Wilusz requests feedback on the presented annual report, suggests possibly using color coding to identify different activities.

Pat Levine suggested that SBPHC consider creating annual report sections for each town using the SBPHC Annual Report information. Jayne Smith and other board members agreed that this would be beneficial to member towns and confirmed the quarterly reports will be posted on the SBPHC website.

2. STAFF UPDATES

- **Public Health Nursing**
 - **2024 Vaccination Clinic Schedule:** Jill sweet confirmed the upcoming vaccination schedule as well as in-person registration events being held at the COA's. Dianne Romeo asked about the volunteer plan, including whether the MRC be used and whether volunteers from each of the towns will help staff clinics. Jayne Smith confirmed that SBPHC plans to meet with MRC coordinator to discuss needs and volunteer plan. Jayne encouraged engagement from BOH members in each town. MRC onboarding and volunteer scheduling issues discussed. Rebecca Jurczyk opened discussion on clinic locations suggesting the use of the Mason Library in Great Barrington. Jayne Smith described the process for choosing clinic sites which prioritized senior centers, schools, economically depressed areas while focusing on fewer, bigger clinics.

- **Child vaccination program (VFC):** Jill Sweet provided an update that SBPHC is now a childhood vaccine provider. The “Back to School” event was put on hold due to a short time frame and difficulty getting engagement from local businesses. One of the initial goals of the event was to offer catch-up childhood vaccinations. Jill reported that local schools have sent rosters to her identifying children who are behind on vaccines. Pat Levine requested additional information on current processes, who is being served and if VIM is involved. Jill Sweet provided information and confirmed that parents will receive a letter in the mail confirming what vaccines their child needs.
- **Wellness Sessions:** Wellness sessions are on hold until January 2025 when there will be a revised calendar and times in order to get more engagement with the more people and more towns.
- **Car Seat Program:** Jill Sweet discussed training for special need car seats that she and Pamela Stealth attended in Westborough. Jill Sweet confirmed that SBPHC is listed on the national list as car seat technicians. Rebecca Jurczyk asks for clarification on family eligibility to receive a car seat through the grant program. Jill Sweet confirms “1 car seat per child per lifetime”, this is due to state regulations. Jill Sweet and Pam Stealth confirmed any parent or family member can bring a car seat to SBPHC for install/inspection or for education. Jim Wilusz discussed working with existing stakeholders, new strategies for SBPHC to reach the special needs community and assisting with the unique challenges they face.
- **Narcan Training:** “Train the Trainer”-Jill Sweet updates on monthly PHN meeting and upcoming 2-hour Narcan training.

- **Agent/ Inspector**
 - **Online Permitting Update:** Jason Dragonetti gave positive feedback on online process. Mt. Washington contract for online permitting has been signed and will be implemented in the fall. Sheffield is the next town to initiate online permitting.
 - **Non- Complying Septic Installers:** Jason Dragonetti discusses recent installer and permit issues. Conversation was opened to group. Jayne Smith suggested that SBPHC schedule an open discussion within the member towns to discuss installation issues, a formal complaint/investigation process, decertification of non-compliant installers, what organization is responsible for follow up, etc. Scott McFarland and Rebecca Jurczyk provided information to the group on the current BCBOHA certification/licensure and complaint process.
 - **BCBOHA training/certification:** Rebecca Jurczyk confirmed Matthew from BRPC created an online resource with installer names, if their certification/installer license is active/revocation or any previous install issues. Scott McFarland confirmed there is a formal complaint process that he will share with the group. Jayne Smith requested to be invited/included in BCBOHA meetings (3rd Wednesday of each month) and included in BCBOHA updates. Jim Wilusz gave feedback on discussion, current issues and issues that will be faced in the future. Group discussion on BCBOHA training. SBPHC members request to attend the upcoming BCBOHA meeting. It is agreed that this topic needs further discussion and will be added to a future agenda meeting.

- **Community Health Worker/ Equity Access Coordinator**
 - **413cares:** Pamela Stealth offered to provide 1:1 training and site navigation of 413cares.org
 - **Naloxbox Initiative:** (reviewed in Public Health Nursing update)
 - **Fall Prevention:** Pam is looking at developing programming around fall prevention.

- **Shared Services Manager**
 - **FY25 Work Plan:** Jayne Smith confirmed approval of FY25 work plan. Jayne Smith provided an overview of the work plan’s objectives. Jim Wilusz discussed the current Tobacco Control program, inspections/regulations/town engagement, funding and the future of the program through the PHE.
 - **TRAIN Accounts and Minimum training standards for BOH and Staff:** Jayne Smith confirmed the documenting process for minimum standards. An education waiver is being created for public health employees. This waiver will be for the current public health employees that don’t meet

educational requirements for current employment. Jayne Smith confirms the implementation of specific office hours.

- **Overview of SBPHC Web Page:** www.southernberkshirehealth.com
- **Flavored Tobacco & CBD Infused Food Item Letters:** There was discussion within the group on the updated letter sent out by the state regarding flavored tobacco and CBD infused food items.

3. NEW: SBPHC BUSINESS

- **SAPHE 2.0 Letter of Support**
- **Naloxbox Initiative:** Berkshire Harm Reduction-(see public health nursing update)
- **CHIP/CHI Initiative:** Jayne introduced a tick education project being funded by a CHI grant that will roll out in Spring 2025. The goal of the grant is to increase access to the outdoors, through education, provide tools to the community for tick removal.
- **Animal Inspectors-** There are multiple towns with openings and SBPHC is open to play a roll if towns would like to collaborate to ensure the barn inspections are done.

4. UPCOMING TRAININGS

- **MHOA Conference-** Being held 11/12/24-11/15/24.

5. **MEMBER UPDATES:** Rebecca Jurczyk gave an update on new health inspector James Massey who has a background in food and is local to Great Barrington. Rebecca requested a list of onboard training through the current educational platform, TRAIN.

6. **NEXT MEETING DATE:** October 11, 2024, 9am – 10:30am at the Great Barrington Town Hall and zoom.

7. **ADJOURN:** 10:41AM