



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**

**May 12, 2023 @ 9AM**

**Great Barrington Conference Room, 334 Main St., Great Barrington, MA**

**w/ Remote Option**

**PRESENT: In Person:** Pat Levine (SHF), Chair; Dianne Romeo (LNX), Jordan Chretien (NMB), Stephen Browning (GTB), Teri Gould (OTS), Jayne Smith (ALF), Jill Sweet (Public Health Nurse)

**Remote:** Jim Wilusz (LEE), Ellie Lovejoy (MTW), Scott McFarland (NMB), Ileana Carrion (DPH OLRH)

1. **NARCAN TRAINING** was given to attendees by Berkshire Harm Reduction.
2. **ADMINISTRATIVE** (Recording started)
  - **Approval of April 14, 2023 SBPHC Minutes:** Dianne Romeo made a motion to approve the April 14<sup>th</sup>, 2023 minutes. Jayne Smith seconded the motion. Motion passed unanimously 7-0.
3. **PUBLIC HEALTH NURSING UPDATE**
  - Jill Sweet reported that she has received the State Car Seat grant again for this year. Last year's car seats have been distributed and she is getting referrals from service agencies.
4. **OLD BUSINESS**
  - **FY24 PHE Proposed Work Plan (Action Item):** Jim Wilusz announced through the capacity assessment, DPH has awarded us an additional \$215,000 for FY24 contingent upon approved work plan and final budget, for a total of \$315,000. Priorities are Jayne will be full time @ 40 hours a week, a full-time inspector plus .2FTE per diem backup inspectors where we could tap into our collaborative expertise. For the PHN program, Jill will remain as a full-time Lead Public Health Nurse and add a p/t bilingual Community Health Worker to assist with clinics, help with the homebound vaccination program, assist with the car seat program, administrative work, and provide additional outreach to towns. We would also like to start getting towns onto an online permitting system. If we can figure out all these pieces, then we will be on our way to having a quality public health program.

Jayne Smith went over the workplan, as was sent in an email and printed for in-person attendees, which uses the SMART format. The work plan includes five over-reaching objectives that were developed as a result of the CART report. It includes the act of completing an additional community assessment to find out what towns think they need and so we can ensure the collaborative is meeting the needs of the towns. Implementing the work plan to include expansion of the nursing program and implementing inspectional services will be an evolving process as we get towns signed up for online permitting, hire a shared inspector and figure out what will work best for the towns as we evolve as a collaborative. We will need to strategically align ourselves to ensure that we will meet minimum standards going forward.

Mike Hugo mentioned that some towns are appointing each other's health inspectors as agents to give flexibility for coverage just in case they need backup. That way we are covered liability-wise when a situation arises. Jayne mentioned if an unfamiliar inspector does something in a community, it would also make sense to issue badges to make it clear that the inspector is acting as an agent of the BOH when doing work in a town. Mike clarified that areas in need of improvement identified in the CART Assessment should be addressed on a collaborative-wide basis instead of a town-to-town basis since.

The 5 objectives included in the Draft FY24 SBPHC Work Plan included:

- **Objective 1:** Increase the proposed shared services arrangement's capacity to strengthen and advance the effectiveness, efficiency, and equity of the delivery of public health services.
- **Objective 2:** Expand staffing to support of the SSA's public health nursing programming, with a primary focus on work on special community projects with an equity lens.
- **Objective 3:** Improve back up documentation for Food Protection, Housing, Recreational Camps for Children and other inspectional services.
- **Objective 4:** Have eligible towns join a Tobacco Control Coalition to ensure that they meet Standards in the Tobacco Use Prevention Category.
- **Objective 5:** Development of the Public Health Nursing Program

Jayne highlighted the portion of the work plan that asks us to incorporate an equity lens into the proposed objectives, activities and measures of success.

Ileana Carrion thanked us for our work on the work plan, and particularly using the CART to form our workplan.

**Pat Levine made a motion to approve the concepts of the plan with some revisions for moving to the next stage to build the budget.** Dianne Romeo seconded the motion. Motion passed 6-0 (Ellie Lovejoy was not present).

- **2023 Priorities and Goals Next Steps:** There was no discussion on this agenda item.

## 5. MEMBER UPDATES

- As a result of an incident at SBPHC, Pat had a conversation with the superintendent Beth Regulbuto about maintaining an open line of communication. Pat, Jim and Jayne identified that they were interested in meeting with the SBPHC leadership.
- Jim reminded the group about the upcoming Household Hazardous Waste Day
- Jayne mentioned that Ivy Goodwin, TTHD Co-responder, is visiting south county towns to provide officer sharps protection kits.

## 6. CITIZEN SPEAK TIME

- MAHB Annual Certification program is coming up and it was encouraged to promote it within our networks, especially with the new public speak guidelines. There is also new legislation being proposed for state-wide well regulations. While standard well regulations is a great idea, the message given during a recent hearing is that the state needs to fund these new regulations if they are going to implement them,

especially since not all towns have adequate capacity and funding to enforce additional regulations. Mike will submit his testimony to the larger group.

## 7. UPCOMING TRAININGS

- **Racial Equity 101 Training:** May 22<sup>nd</sup> & 23<sup>rd</sup> from 10-1 and May 30<sup>th</sup> from 10-1  
(If you would like to register email Ileana Carrion (DPH) at [ileana.m.carrion@state.ma.us](mailto:ileana.m.carrion@state.ma.us))
- **MAHB Annual Certification Program:** June 3, 2023
- **Mass Local Institute: On Your Time Trainings**
- ICS 100: **Introduction to the Incident Command System**
- SIMS 700: **Introduction to National Incident Management System**

## 8. UPCOMING MEETINGS

- June 9, 2023 SBPHC Meeting: In-person with remote option

## 9. ADJORN MEETING: The meeting was adjourned at 10:45am