

## Meeting Minutes

🏠 Zoom   📅 Nov. 3<sup>rd</sup>, 2023   ⌚ 8:30am

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**Advisory Committee Members Present:** Linda Fantasia, Melanie Dineen, Dan Pereira, Kelly Pawluczzonek, Vivian Zeng, and Julia Junghanns

**Advisory Committee Members Absent:** Heidi Porter

**Other Attendees:** Ann Loree, Laura Duff Michele Schuckel, Katie Rines, Ann Bauer, Tricia McGean, Elsa Zhao, and Kelli Calo

The meeting was called to order at 8:37am.

### I. Welcome and Introductions

### II. Approval of Minutes

- a) **9.15.2023:** The motion to approve the 9.15.2023 minutes was made by Melanie Dineen, and seconded by Kelly Pawluczzonek. The vote was approved 4-0. Heidi Porter, Vivian Zeng, and Linda Fantasia were absent for the vote.
- b) **10.13.2023:** The motion to approve the 9.15.2023 minutes was made by Melanie Dineen, and seconded by Linda Fantasia. The vote was approved 4-0-1. Kelly Pawluczzonek abstained. Heidi Porter and Vivian Zeng were absent for the vote.

- III. Introduction of Elsa Zhao, Lead Field Trainer:** Elsa is the Lead Field Trainer for the training hub based out of MAPC. The training hub is designed to standardize inspections throughout the State of Massachusetts. There is a total of 10 training hubs throughout the State. They are creating a curriculum of course (both in person and online). There will be a field component of that as well which will be available for the inspectors. For now, that model is a work in progress. However, Elsa is available to go out and conduct individualized trainings for new inspectors and/or inspectors that need additional work on certain areas (i.e. food, housing, and other community sanitation- pools, recreational camps). Elsa does not have much septic experience, but she is able to locate a trainer if that is a needed service. Laura Duff asked if there will be an addition of nursing trainings into the training hub. Elsa confirmed that the training hub intends to put public health nursing into it, however, when public health nursing training will become available is TBD.



Elsa mentioned that the Local Public Health Institute trainings are being migrated to a new system, so it is suggested that individuals that login and download any completed certificates as they are unsure if the certificates will transfer over. Elsa's email is:

[ezhao@mapc.org](mailto:ezhao@mapc.org).

- IV. Shelter Update:** There has been a lot of improvements for the Bedford shelter since the last meeting. There is a total of 93 families at the shelter and that will hold steady there. About 50 children are enrolled in the Bedford Public Schools, and the other children are being bussed to other locations. Brandon and Heidi have been working on contracting a Public Health Nurse. Heidi's has also hired an individual who will work in a social work role who speaks Haitian Creole. The original plan for the vaccinations was that the State would be coming in to do vaccinations. However, it was not well received so they stopped. Since then, the State announced that the locals will be the ones responsible for the vaccinations and that they will support the locals in their efforts.
- V. Introduction of Survey Researchers:** The CT/CI grant brought on two researchers through Robert Half- Russell (Kip) and Andrea Donnelly. They have been provided paper surveys and iPad's to solicit individuals to take the surveys. If you would like to request the survey researchers, you are welcome to reach out to Ann or Brandon to request their attendance at an event, etc. The survey will close on November 13<sup>th</sup> when the State closes it. There is some discussion of moving it onto a Survey Monkey, but that is still to be determined.
- VI. HENA Project Update:** There has been progress on putting together the list of key informants. The intention is to do the key informants via Zoom and have about 10-12 of them. Focus groups are still in progress.
- VII. Aging in Place- Laura Bauer:** Laura Bauer is an Occupational Therapist and a Certified Living in Place Professional. "Aging in place" is the ability to live safely and independently in the home/community of your choice as you age. Occupational therapy prevents hospitalization and occupational therapists are experts at identifying and addressing hazards within the home. The community presentation will include information on the three-pronged approach to aging in place (individualized strength and needs assessment, task adaption, and home assessment). The presentation would include some AARP resources and created by Laura herself. We will discuss this program further, including funding, at the next meeting on December 8<sup>th</sup>.



- VIII. Other:** Kelly P. asked about the status of allocating funds to the ClearPath program. Kelli informed the group that the State has not sent out the budget amendment for FY24 yet. Until we receive the amendment, we do not have the funds so we will revisit that program once we receive the amendment. Linda informed the group that Carlisle is interested in utilizing their Opioid Settlement funds to hire a Regional Substance Use Program Coordinator. Melanie is also willing to hire a regional coordinator, as that is an action item decided by their Behavioral Health Collaborative. Melanie will pass along a job description to the group of directors that are interested in hosting a shared position.
- IX. Next Meeting:** December 8<sup>th</sup>, 2023 at 8:30am via Zoom
- X. Adjourn:** The meeting adjourned at 9:38am.