

**Wellesley Board of Health**  
**Meeting Minutes**  
**May 27, 2009**

Present:

Shepard Cohen, Chairman  
Marcia Testa Simonson, PhD Vice Chair  
Lloyd Tarlin, MD Secretary

Staff:

Deadra Doku Gardner, Administrator  
Cheryl Lefman, Health Communications Specialist  
Mary Suresh, Director

The meeting was called to order at 10:05 a.m. The Board of Health approved meeting minutes from April 14 and April 15, 2009.

### **1. Community Health**

#### a) Crossroads Community Foundation

Mary Suresh reported that she will be attending the Crossroads Community Foundation (CCF) meeting on June 2, 2009. The Health Department has sent CCF a letter of intent regarding a \$15,000 grant request to create a website as part of the Town's overall efforts to strengthen mental health services, especially suicide prevention

The Board of Health suggested that prior to the meeting, Mary Suresh prepare a draft grant application, including a budget and timeline.

**Next Steps: Mary Suresh is to prepare a draft grant application, as discussed.**

#### b) Community and Teen Mental Health Update

Ms. Suresh reported that the Mental Health Steering Committee has been replaced by the Mental Health Coordinating Committee. This Committee includes members from the Health Department, Council on Aging, Police, Youth Commission, HRS, and School Committee. This Committee will focus on QPR training and raising general community awareness of mental health issues.

Mary Suresh reported on the QPR presentation given by herself and Maura Renzella (Youth Commission) to the Board of Selectman on May 11, 2009. Ms Suresh highlighted the QPR program and the importance of introducing QPR to the community.

Mary Suresh identified a variety of mental health issues that need to be addressed, including the importance of having a Town Crisis Protocol similar to what is used as an

Emergency Preparedness plan. Ms. Suresh reviewed objectives, goals and resources needed to meet mental health priorities.

Shep Cohen urged that a clear statement of what next action steps should be taken in the next 112- 18 months to improve the Town response to mental health issues be developed.

The Board of Health agreed that between now and June 30, 2009 a timeline and outline of goals should be prepared, drawing upon the new Coordinating Committee deliberations and recent accomplishments..

**Next Steps: Mary Suresh and Lloyd Tarlin will develop a written 12-18 month plan highlighting objectives, goals and actions, and identifying what resources are needed.**

c) Housing Authority

Shep Cohen reported on his telephone conversation with Bradley Boyd, Chair of the Wellesley Housing Authority. A new director is being hired, who will be responsible for both the Wellesley and Needham Housing Authorities.

The Board agreed to pay the \$12,000 budgeted for the Housing Authority, as the staff has have met, albeit very minimally, several of the conditions required. The Board of Health agreed that the Health Department pay 50% of the \$12,000 now, and on June 15, 2009 pay the remaining balance assuming additional conditions are met.

Mary Suresh will request Peg Plansky, the outgoing Housing Authority director, submit an invoice. In addition Mary will send a letter again highlighting the following conditions required by the Board of Health in the next fiscal year before any payments are made.

- Baseline demographic data is provided
- Quarterly services-provided reports are sent
- Wellesley Health Department has the opportunity to review and comment on the Resident Services Coordinator's position description
- Resident Services Coordinator contacts the Health Department as public health needs arise among the residents
- Resident Services Coordinator assists in the delivery of public health services, such as encouraging residents to attend a flu clinic
- Resident Services Coordinator attends health related meetings

**Next Steps:** Ms. Suresh will follow-up with Peg Plansky.

d) H1N1

Mary Suresh reviewed the H1N1 series of events in Wellesley and in the Commonwealth, as well as the recommendations by the state and the CDC. Ms.

Suresh reported that there are currently 12 confirmed cases in Wellesley. Four of these cases are affiliated with Dana Hall School (two students, two faculty). Ms. Suresh reported that Dana Hall voluntarily closed until May 26, 2009.

Shep Cohen suggested that between now and October 1, 2009, there be a planning and training conference for the public, private and parochial schools health professionals and administrators. This conference should emphasize that school-based responses to a flu pandemic is an important component of the Town's overall emergency preparedness. The presentations and reading material should be short, concise and based on already existing resources. Since the conference agenda and documents should be completed as soon as possible and maximum use be made of existing Federal and state guidelines, the Board authorized the hiring of a independent contractor to assist the Health Department staff. .

**Next Steps: With outside staffing assistance, a school pandemic conference will be scheduled and structured.**

e) Newton Wellesley Hospital

At the previous meeting the Board of Health briefly discussed the 2008 annual community benefits report from Newton Wellesley Hospital.

Shep Cohen reported he and Cheryl Lefman will be working together on analyzing the Newton-Wellesley Hospital Community Benefits Reports. They will then draft a letter to the Hospital identifying the potential additional community benefits that the Hospital should consider providing to Wellesley. A strategy outline will be prepared for Board approval.

**Next Steps: Shep Cohen and Cheryl Lefman will analyze the Newton-Wellesley Hospital Community Benefits Reports and draft a letter to the hospital, as discussed.**

## **2. Administrative**

a) Interdepartmental Board Meeting

There will be an interdepartmental board meeting on June 18, 2009. Marcia Testa Simonson has agreed to attend.

a) ITAT

Mary Suresh reported that the ITAT: Sustain Your Brain event and resource fair is scheduled for June 4, 2009.

## **5. Emergency Preparedness**

a) Mary Suresh reported that the Emergency Dispensing site drill was cancelled due to the H1N1 unexpected events.

**Next Meeting**

This meeting of the Board of Health is to be announced.

The meeting was adjourned at 11:40 a.m.

Respectfully submitted,

Deadra Doku Gardner