

Wellesley Board of Health  
20 Walnut Street, Suite 110, Conference Room  
Meeting Minutes  
May 24, 2022 – 4:30p

Present:

Board:

Shepard Cohen, MPA, Chair  
Marcia Testa Simonson, MPH, PhD, Vice Chair  
Linda Oliver Grape, PA-C, MPH, Secretary

Staff:

Deadra Doku-Gardner, MS, Administrator  
Leonard Izzo, MS, RS, CHO, Director

The meeting was called to order at 4:30 p.m.

1. Administration

a) FY23 Fiscal Year planning

Shep Cohen reviewed the following planning process for the coming year.

- 1) Department strengths
- 2) Department weaknesses
- 3) Short and mid-term goals
- 4) Department priorities
- 5) Measurable processes

The areas were discussed by the Board of Health and the Director Leonard Izzo as follows:

Department Strengths

Leonard Izzo reported the two new hires are in place and the department team has been and will be moving forward both in Environmental Health and Health Communications. Both of these new staff members bring different skills to their positions that will be beneficial to the department.

### Department Weaknesses

Mr Izzo reports that he still requires another Environmental Health staff member and that there is still a need for in public health nursing for per diems.

### Department Improvements

Office Space -Mr Izzo reported that the department is at full-house capacity. The physical space in the office is lacking and staff has difficulty finding a place to work within the office suite. Mr. Izzo reviewed the short-term plan and the long-term plan. He reported that he has been working with the Facilities Maintenance Department (FMD) on the space next door. The short-term temporary plan is expected to be completed in September to occupy what is now the Recreation Department art room. Temporary walls and cubicle style workspaces are planned and being ordered. The long term plan for the hard-space will be a few years in the planning.

Mr Izzo noted that the vaccine freezer recently broke down and a new one will be purchased for the department.

### Department Goals and Priorities

Social Media and Communications – Leonard Izzo reported that Jhana Wallace will be working on the social media to promote the Health Department thru Facebook and Twitter as well as the towns webpages. Linda Oliver Grape stressed the importance of leveraging social media and the need to flaunt the good work that the health department does for the community. Residents do not know the kind of work that is done by the department. Ms. Oliver Grape suggested a column in the Council on Aging Highlights newsletter as well as a zoom meeting where residents are invited to ask questions.

Staff Goals – The board wants to ensure that the professional staff are supported in their educational needs and maintain their credentials. Marcia Testa Simonson noted that the Massachusetts Association of Health Boards continues to offer credits for professional staff. The Wellesley Health Department staff should be encouraged to participate in the offerings.

Benchmarking priority – the board intends on reviewing the staff needs and salaries. The board will be benchmarking the director and the nursing position. Both positions require a boost in salary.

PFAS- the Board of Health agreed that the department provide the community with detailed information (on a regular basis) regarding the PFAS remediation in the water supply.

Programming – The board agreed that that Behavioral Health and Elder Services are addressed with the intent of increasing services available. In addition to working with the COA, the board encourages collaboration with Sustainable Wellesley as most of their programs have a health component.

Beacon Labs – is anticipated to establish a bio-safety lab level 2 (BSL-2) at 93 Worcester St. Linda Oliver Grape suggested that there is a discussion scheduled with the Board of Health and Select Board to have a more information on the plan. In addition, there have been some local residents interested in forming a committee.

The meeting was adjourned at 5:55p

The next Board of Health meeting is scheduled for May 25, 2022, at 9:30 a.m.

Respectfully submitted,

Deadra Doku Gardner, Administrator