

Board of Health Meeting Minutes

2014 NOV 25 PM 3:00

November 18, 2014

The November 18, 2014 meeting of the Belmont Board of Health was called to order at 5:58pm by Donna S. David, R.N., M.N., Chair

Those present were Donna David R.N., M.N., Chair; David B. Alper, D.P.M., Vice Chair; Deirdre Houtmeyers, R.N.,M.S. Member; Angela Braun, R.S., Assistant Director

The agenda for the meeting consisted of discussion regarding health programs for calendar year 2015. Discussion topics for 2015 included visions and the future direction of the Health Department, along with a general review of current staff job descriptions and how they meet the current and anticipated needs of Belmont.

Dr. Alper began the conversation by asking Angela to share some thoughts and ideas about her goals, and plans for the future of the Health Department. Angela responded that the priority is to maintain statutory mandates in compliance with policies and regulations.

In addition to continuing to ensure that essential public health mandates are fulfilled, the first portion of 2015 will be focused on administrative duties such as the fiscal year 2016 budget, the 2014 annual report, and program planning. Angela mentioned that the other obvious priorities include filling the Veteran's Service Officer position, and finding an Assistant Director. Angela expanded on topics such as the increase in housing issues such as illegal apartments, tenant/landlord disputes, and affordable housing that is affecting several Town departments. Pre-occupancy inspections may be a solution to alleviate this issue. Many goals and ideas were discussed, such as smoke free housing, participation in interdepartmental task forces and community collaborative, well regulations, and public health outreach and education, needs assessment surveys, and expansion of flu clinics.

The staff job descriptions were briefly reviewed and concluded to be sufficient. However, the Board discussed, at length, that the addition of a public health program coordinator/health education associate would complete the vision of the Department. The conclusion was made that there is a gap in the Department in regard to providing necessary public health education, linkage to health services, health programs, and other outreach/community programs in order to better serve Belmont. Dr. Alper asked Angela to research how other neighboring communities are addressing this function and to gather description templates regarding positions that would fill the gap.

The Board of Health Meeting adjourned at 7:30pm

Respectfully submitted,



Donna S. David, R.N., M.N., Chair