

# Board of Health Meeting Minutes

Wednesday, April 4, 2023 at 6:00 p.m.

Via Zoom # 288 065 7034 or in person

**Present:** Board Members: Herb Butzke, Chair; Dan Poplawski and Joanne Semanie, Board Members; Christine Bailey, Health Clerk, Kathy Atwood, Town Resident and Randy Crochier and Kurt Schellenberg, FRCOG

**Call to Order:** The meeting was called to order at 6:00 p.m. by Herb Butzke at the Rowe Town Hall.

**FRCOG:** Randy Crochier & Kurt Schellenberg from FRCOG joined the meeting at 6:00 p.m. and spoke on FC Public Health Emergency Preparedness Planning (PHEP) recommending the BOH to vote on the following:

1. Develop a new, overarching Emergency Dispensing Site (EDS) plan for Franklin County that is flexible, scalable, and deployable at various locations within the region.
2. Eliminate the confusion of what MAPHCO is and does by renaming it to make the Coalition function more clear; rewrite the principles of operation to reorganize the Coalition and give it specific and measurable duties/authorities.
3. Reorganize the Coalition governance model to be composed of public health professionals.
4. Pursue service area changes with the Massachusetts Department of Public Health and municipal officials of Williamsburg, Orange, and New Salem. Move Williamsburg to the Hampshire County PHEP and move Orange and New Salem into the Franklin County PHEP

A motion was made and approved for the Rowe Board of Health to support the proposed changes to the Public Health Emergency Preparedness Coalition now known as MAPHCO, to commit to a Rowe Board of Health member or designee to attend the MAPHCO annual meeting, and to authorize any Rowe Board of Health member or designee that attends the MAPHCO annual meeting to vote in favor of this change at said meeting. Randy said the meeting is tentatively set for June 21, 2023. Mr. Crochier and Mr. Schellenberg left the meeting at 6:50 p.m.

## General Business:

- A motion was made and seconded to approve the minutes for the March 22, 2023, meeting. Joanne Semanie abstained.

## FY23 Budget/Payables: A motion was made and seconded to approve the following invoices:

- HBST, Invoice H2302-130, dated 3/20/2023; \$180.00 (resubmitting - never paid by Acc'ting)
- HBST, Invoice H2303-153, dated 3/31/23; \$280.00
- HBST, Invoice H2303-155, dated 3/31/23; \$430.00
- HBST, Invoice H2303-156, dated 3/31/23; \$125.00
- HBST, Invoice H2303-157, dated 3/31/23; 280.00
- McKesson, Invoice 20441301, dated 3/21/23; \$23.58
- Rachel Lewis – Mileage for March, dated 3/31/23; \$61.31
- Waste Mngt – Invoice IAC3917547, dated 12/6/2022; \$110.64
- Waste Mngt – Invoice IAC3721106, dated 12/6/2022; \$92.51
- FRCOG – Cooperative Public Health Services, dated 3/1/2023; \$1,380.25 4<sup>th</sup> Qtr.

## The following invoices were paid but charged incorrectly:

- Council on Aging – Accounting Credit Error, 3/31/23; \$49.71
- FRCOG – dated 10/1/22; \$1,380.25 2<sup>nd</sup> Qtr.
- FRCOG – dated 1/1/2023; \$1,380.25 3<sup>rd</sup> Qtr.

## Transfer Station

- The Transfer Station logs were reviewed and read by Dan Poplawski.
- Christine will be ordering the new FY24 Refuse Garden tags and stickers.

- The BOH office received a reimbursement check in the amount of \$532.73 for March 2023 Vaccines.
- Christine reminded all, if not done so, to sign up for the mandatory Racial Equity 101 Training. Both Herb and Christine attended the session this past week.

**Nursing Updates:**

- Rachel is on vacation April 5th-returning April 19, 2023.
- The Lifepath Seminar on March 23rd had a good turnout with 15 residents attending. A case manager and intake specialist attended for 1.5 hours to discuss services available and answer general and individual questions. Food and drink were provided. Good feedback was received from all.
- Rachel submitted her individual Stats for March 2023: 11 days, 83 patients, average 7.5 pts/day.
- The month of May is 'blood pressure month'. Rachel is advertising and encouraging residents to come to the Town Hall for BP checks. Each check enters them into a gift basket raffle.

**Vaction request:**

- Christine vacation request for the week of May 28, 2023 was approved.

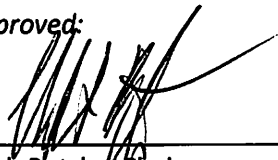
**Correspondence:** N/A

**NEW BUSINESS:** N/A

*Meeting Adjourned: 7:16 pm unanimously  
pm*

*Next meeting: April 19, 2023, at 6:00*

*Approved:*

  
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Herb Butzke, Chair

  
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Daniel Poplawski

  
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Joanne Semanie