

CHRISTINE MCKIERNAN, MD, Chair  
JESSICA COLLINS, Vice-Chair  
KAREN WALSH PIO, LICSW, LADC 1, Clerk  
TONY JUDGE  
STEPHEN FRANTZ

SHARON D. HART, Public Health Director

## Board of Health Minutes

June 13, 2023

As Approved – July 10, 2023

Present: Christine McKiernan, MD, Chair; Jessica Collins, Vice-Chair, Tony Judge, Board Member, Stephen Frantz, Board Member; Sharon Hart, Public Health Director; Jennifer Jernigan, Assistant Public Health Director

*The Board of Health Meeting was called to order at 6:01 p.m. by Chair McKiernan.*

### 1. Acceptance of the Minutes of the May 2023 Meeting.

Chair McKiernan introduced the minutes from the May 16, 2023 meeting and mentioned she would accept a motion to approve the minutes. Judge made the motion and McKiernan seconded it. A roll call was taken and all members were in favor.

### 2. Announcements and Open Forum:

None.

### 3. New Business

#### A. Director's Report

Director Hart provided an overview of the monthly production of the Department. Hart highlighted trainings, Syringe Program updates, Board and Committees updates, Public Health Excellence grant updates, Tobacco grant updates and upcoming collaborations with other town departments. An educational program on ticks is being collaborated on with the Conservation Department, for example. Director Hart discussed the records management scanning estimate that she had done for the Health Department files. She also discussed the Asthma Awareness outreach and men's health month activities that were done and Jernigan's diabetes practicum project that is in the works. A rabies situation that occurred with a bat in town was reviewed and how town-wide education was done on that subject. Director Hart stated that additional funding was approved for an Assistant Animal Control Officer. Several other job openings in the department were reviewed. Grant management was discussed along with the town's Wage and Classification study. The tall grass bylaw was discussed. Frantz is interested in meeting with the Conservation Department on their pollinator project.

**B: Emergency Orders to Vacate – Ratify**

Chair McKiernan introduced the ratification of seven emergency orders to vacate as the next topic for consideration. Jernigan shared that all were condemned due to disconnection of utilities. Frantz was concerned about condemning units due to lack of payment. Hart explained that typically the utility provider has given quite a few chances to pay the bill prior to alerting the Health Department. The Health Department, per the State Sanitary Code, must condemn dwellings that are deemed uninhabitable, including for the lack of utilities. Chair McKiernan stated that she would accept a motion to ratify the emergency orders to vacate. Collins made the motion and Judge seconded it. Ratification was completed for the condemnations of:

79 Charon Terrace  
121 Main Street, Third Floor, Right  
69 Bardwell Street  
54 Bridge Street, Apt. C65  
55 School Street, Apt. B  
117 Main Street, Third Floor, Left  
20 Maple Street

All Board members were in consensus.

Stephen Frantz = Aye  
Tony Judge = Aye  
Christine McKiernan = Aye  
Jessica Collins = Aye

**C: Mount Holyoke Biosafety Committee**

The Board discussed that the committee is looking for 2 outside community members who are not part of the college to be on this committee. They would like one or two people from the Board of Health. The Board would like more information on the requirements of this committee position and Chair McKiernan will follow up on that.

**D. Water District 2- Consumer Confidence Report Certification**

The results of the Water District 2 report was discussed. When the Health Department receives any future reports from the water districts they will be sent out to the Board and put on the agenda for review and discussion again in the future.

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#### **4. Old Business:**

##### **A. Racial Equity 101 Training – Follow – Up**

Chair McKiernan followed up on the possibility of any future training dates. So far, there are no other future dates available. Municipal staff is encouraged to attend any future trainings as well as any governing Boards. Both Director Hart and Chair McKiernan will be notified once more trainings come out. Hart told the Board that the Town has some trainings offered by MIIA and she can send the Board that information if they wish. It is not required, but you can take them if you want.

##### **B. Master Plan Update – Status of updates**

Hart has started entering into the spreadsheet what Collins supplied.

##### **C: Syringe Services Program**

This topic was already discussed in the Director's Report portion of the meeting. Director Hart is just waiting to hear back on the program.

##### **D: Administrative Position – Status**

Director Hart is formulating a job description.

##### **E: Gun Violence Presentation – Status**

This topic will be deferred to next Board meeting. Collins will be putting together something on this and Frantz will reach out to Collins with any items he would like to have discussed on this topic.

#### **5. Set Next Meeting Date – (TBD) at 6:00 p.m. at South Hadley Library**

The next meeting date was set for July 11<sup>th</sup> at 6:00 pm in the Trustees room at the South Hadley library. All present members were in consensus with the next meeting date being July 11 at 6pm at the library.

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**7. Adjourn the meeting:**

The meeting was adjourned at 7 p.m.

Respectfully,

Jennifer Jernigan  
Assistant Public Health  
Director

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## ATTACHMENT A

### RECORD LOCATION

BOH Meeting Minutes 05-16-23

BOH File

Director's Report

BOH File

Water District #2, Consumer Confidence Report

BOH File