City of South Portland
BOARD OF HEALTH
Meeting Minutes – January 28, 2020

Members Present: Chair Bridget O’Connor, Dr. Meredith Jackson, Dr. Tara Pelletier, Josh Pobrislo (Health Officer, Board of Health Secretary (ex-officio))

Members Absent: none

16:32- Meeting called to order by Chair O’Conner with roll call, all members present and quorum met.
   Guest Speakers present-Ken Kunin, Maxine Beecher

16:34- Chair O’Conner motions to dispense with reading of previous minutes and approval. Seconded by Dr. Jackson

16:35-Chair O’Conner explains the purpose of guest speakers and their roll at this meeting (offer insight into deficits in their areas of expertise).

16:36- Ken Kunin (School Superintendent)
   Has examined need for expansion of school nurses to additional 1-1 ½ for purposes of increasing need of medication administration, and advanced care needs.
   Mr. Kunin notes data on an increasing number of uninsured children
   8% of students missing vaccination records
   School nurses are making doctor appointments for children
   Nurses are also aiding in the social components of child care (socks as an example)
   South Portland does not have a school health center
   Mr. Kunin has noted that dismantling of the State Public Health System has impacted his schools with regards to prevention.
   Mr. Kunin explains role of SoPo Unit
   Mr. Kunin notes need for tobacco prevention and sexual health education and support
   Mr. Kunin discusses outside services to schools aiding in Public Health (Lions Club vision screen as an example)
   Mr. Pobrislo explains that his current services do not expand to the schools
   Mrs. Beecher asks Mr Kunin questions on behavioral and developmental health issues impacting the schools

16:59- Mr. Kunin explains schools have responded well to meet those needs

17:00- Mr. Kunin explains school –city relationship and dynamics to board (budgets being an example)
17:01- Maxine Beecher (Friendly Aging Committee Founder) Deficits in Senior Community
Mrs. Beecher explains her rational for creating committee
Explains how data was gathered for the committees community needs survey
Community flyer +1,000 completed mailers returned to committee for analysis
  Findings: medication affordability issues, medication reconciliation, food insecurity, transportation, snow and yard maintenance, isolation, and home maintenance
Efforts being made to meet noted challenges: SP Housing Authority grant to fix private homes, senior advocacy, senior resource flyer, sand buckets, balance classes
Mr. Pobrislo explains role in some of the noted efforts and suggests possible expansion into home health/safety assessments

17:20- Dr. Pelletier presents report from Chief Wilson interview

1. **Downsides of LHO under Fire Department?**
   a. Politics within department/budget approval> strong advocacy under Fire Dept leadership with advisement/collaboration from BOH/city
   b. Need for transparency in documenting time/log/duties>>provide sum of cumulative time spent networking, town/resource/networking meetings including scribing for our Board meetings

2. **Determinants for budget funding for FT position** (42 (ideal FT)-13 (current)= 29 additional hours/week)
   a. Other requests
   b. Show cost savings
   c. Chief to draft presentation/deliver

3. **Downsides of under the HIPPA umbrella?**
   a. Need for legal counsel regarding law/privileges/red tape (ex. returned grant), MMA

4. **Has there been discussion of developing future Health Department of South Portland?**
   a. Not formally, step in right direction for additional services/support/collaboration

5. **Feedback from Chief Sheehan?**
   a. Tewksbury, MA, Police Dept more active role

6. **Utility of formal health needs assessment**
   a. yes

7. **Utility of formal elicited public input**
   a. yes, ? wait until we know what we can offer/provide
   b. PR campaign

8. **Website presence w/ resources/hyperlinks/infograph/resource centralization**
   a. Develop
   b. Update

9. **Support for Social Services/Human Resources**

10. **Future endeavors:**
    a. Follow up outreach
b. Public teaching (CPR/AED/disaster preparedness etc)
c. Collaboration with school (K-12) education, prevention, involvement
d. Collaboration with community colleges/universities for projects
e. Collaboration/resource sharing with health care providers in community
f. Grant research/application/writing
g. Community involvement, community representation

17:32- Chair O’Conner expresses concern that prevention may be lost in the Fire Department response model.

17:33- Chair O’Conner asks who would write job description and Dr. Pelletier suggests that board would

17:35- Dr. Jackson and Mrs. Beecher discuss social services needs

17:42- Dr. Jackson recaps needs noted by department reports
Dr. Pelletier discusses need for central repository of information

17:55- LHO report on cases and ordinance change needs

17:55- Dr. Jackson requests the body formally ask council to conduct a city needs assessment
Mrs. Beecher suggests body look into grants to pay for assessment
Dr. Pelletier and Dr. Jackson suggest LHO hours expansion in meantime

18:01- Body sets date of next meeting to February 18th from 16:30-18:00
Agenda and location to be discussed via email

18:02- Chair O’Conner makes motion to adjourn
Seconded by Dr. Jackson