

Town of Heath - Board of Health  
Meeting Minutes  
April 6, 2020

Simultaneously with the Hawlemont EDS weekly update meeting, the Heath BoH members met to participate in the meeting.

Meeting was **called to order** at Noon

**Present:** Henry Godek, Susan Gruen, Armand Clavette, Betsy Kovacs, Chairman of BoH.

**Also attending:** Claire Rabbitt, Town Nurse

Sheila Litchfield, Head of the EDS chaired the meeting for the EDS.

Notes of that meeting were taken by Sheila Litchfield, and are attached.

Meeting adjourned at 12:50 pm.

Minutes by Betsy Kovacs, Chairman BoH

Attachment:

NOTES from: Hawlemont EDS Team Meeting 4-6-20

Hawlemont Emergency Dispensing Site (for the Towns of Charlemont, Hawley, Heath, Rowe and Monroe) met by conference call on 4-6-20. Focus was on sharing the COVID-19 response actions and preparations among Hawlemont EDS Towns and identifying areas where assistance may be needed.

Roll call of representatives from member towns:

- Heath (Claire Rabbitt, Town Nurse, Betsy Kovacs, Chair BOH, Susan Gruen, BOH, Armand Clavette, BOH, Henry Godek, BOH, Tim Lively, EMD) note: a quorum of Heath BOH was present therefore a Heath BOH meeting was called to order at 12:04 pm).
  - Hawley (Greg Cox, EMD)
  - Rowe (Joanne Semanie, clerk BOH, Maggie Rice, Chair BOH, Herb Butzke, BOH, Sheila Litchfield, Town Nurse)
  - Charlemont (Doug Telling, BOH)
  - Monroe (unable to attend)
  - Others: Lisa White, Regional CPHS Nurse
- Status update:
- Sheila indicated COVID-19 case numbers are at 12.500; new CDC guidance to wear mask in public while practicing social distancing; concern being exposure from asymptomatic carriers and preventing spread of virus through small droplets through talking. Governor's emphasis on reducing community transmission, expanding testing and aggressive contact tracing.
  - Lisa advised that we should assume community transmission is a risk, and offered a brief overview of how CPHS is managing notification and follow-up of cases.
    1. CPHS receives positive test results in MAVEN and cases identified by clinical diagnosis provided by health care provider that are reported to the Local Board of Health or the Cooperative Public Health Service. Only cases confirmed by test result are currently reported to LBOH through MAVEN. Mass DPH is clarifying the responsibility of physicians to report clinically diagnosed cases. Positive test results are reported to LBOH contact person in each town in a generic message indicating that a report of a positive case in town had been identified.
    2. Address of case is reported to dispatch and Butch Garrity.
    3. Case report is completed in MAVEN
    4. If the case is symptomatic they are asked to isolate IAW DPH guidance
    5. CPHS identifies close contacts, as defined by proximity of 6 ft. or less for 15 minutes, within 48 hours of the case becoming symptomatic.
  - Lisa indicated the town contact persons are:
    - Heath- Claire and Betsy
    - Hawley – Hussain Hamden
    - Monroe – Alice Houtaling
    - Rowe – Maggie, Sheila
    - Charlemont- Doug
  - Lisa stressed the need for maintaining confidentiality of personal health information and advised that only telephone and fax can be used not email for case information notification.
- Update EDS team member list – Sheila reviewed the current list; no additional changes were made.
- Issuance of recently revised Hawlemont EDS Manual to member Towns – Sheila informed the team that copies of the revised EDS Plan/Manual were available in binders for each town plus a USB drive for each town to make additional copies as needed. Contact Sheila to obtain your town's copies.

- Brief update of COVID-19 response actions taken by BOH's and Hawlemont EDS member towns; focus on what has worked well for your town and any recommendations or challenges
  - Heath – conducting weekly reverse 9-1-1 messages to residents; postings on town website; Town buildings closed to public; BOH FB page; printed copies of info on self-quarantine and how to disinfect items are available at PO/mailboxes; weekly Emergency Management Team meetings via zoom; BOH team members are calling persons identified as “at risk” to make arrangements to do their errands for them. Challenges include reaching all residents due to lack of internet or lack of registering for reverse 9-1-1
  - Hawley – posting CPHS info on website; Town Hall closed to public; made alternate arrangements for residents to access town services; email newsletter to those with email; encouraging residents to register for reverse 9-1-1. Challenges include reaching all residents due to lack of internet or lack of registering for reverse 9-1-1; obtaining masks (did receive some from MEMA through Dennis Annear)
  - Rowe – weekly robo calls; weekly Emergency Management team meetings; info on website; Town buildings closed to public; monthly newsletter info; transfer station social distancing is a current challenge being worked on as is the return of part-time residents coming in from out of state (currently preparing letters to mail to each.
  - Charlemont – established a COVID-19 coordination committee; closed town buildings to public; implemented effective controls at transfer station and had police chief present to direct traffic; using reverse 9-1-1- messaging; preparing a new message about wearing masks in public; Challenges include residents who did not register for reverse 9-1-1 messages; mixes success getting businesses to comply.
  
- Hawlemont EDS possible response actions relative to COVID-19 Pandemic – Sheila mentioned Hawlemont EDS is ready and willing to activate if the need arises for use as a public testing facility or for vaccine dispensing.
  
- Questions/Recommendations/follow-up actions:
  1. Would be helpful to have reminder signs for road sides to encourage compliance with preventative measures – perhaps MAPHCO Steering Committee can explore this?
  2. Thermometers, masks and gloves needed - no success obtaining them from typical sources. Sheila mentioned she will need masks for Good Neighbors food distribution April 14 an April 28.
  3. Phoebe Walker mentioned something at a MAPHCO meeting about a regular piece in Greenfield Recorder; uncertain outcome or status of this.
  
- Next meeting will occur on the following Monday at 12:00 noon. Meeting dates/times: Monday, April 6 from 12:00 noon to 1:00 pm and continuing weekly on Monday's at noon until further notice.
  
- Adjourned at 12:50 pm; and Heath BOH meeting also adjourned at 12:50 pm

