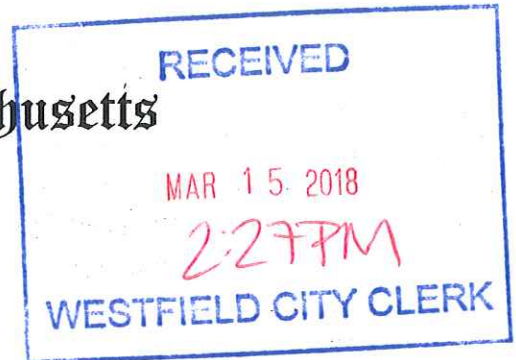




City of Westfield, Massachusetts  
Health Department

Board of Health Meeting  
Room 220  
January 23, 2018



Present: Juanita Carnes, Chair      Teresa Mitchell, M.D.      Michael Paquette

Ms. Carnes opened the meeting at 6:00 p.m. Under public participation, Barbara Rokosz, Kristen Mello, Jane Sakiewicz and Councilor Nicholas Morganelli, Jr. were present. The Minutes of the December 13, 2017, meeting were reviewed and approved. The Board began discussing items on the agenda.

Jane Sakiewicz, Personnel Director, addressed the Board with regard to the service agreement implemented July 1, 2016 for the Westfield Professional Municipal Employee's (WPME) Union. Stipulated in this agreement was that there be an agreeable method of evaluating its members. The Union asked that department heads be initially evaluated by the Mayor and HR Director and then by any Board under which the department head reported. Ms. Carnes stated that the Board of Health is charged by the State under MA General Laws and Guidebook of the Massachusetts Board of Health to be the evaluator and initiate the yearly evaluation of its health director/agent and oversee him/her. In addition, there are specific guidelines in evaluating the director which must be met. It was stated by all members of the Board that they disagree with the Union's proposed method of evaluating the Health Director. Ms. Sakiewicz indicated that she would notify the Union of the Board's decision.

A motion was made and seconded to reject the proposal for a three-year professional supervisory review by both the HR Director and Mayor of the Director of the Health Department.

*The vote was as follows:*

Carnes	-- Yes
Mitchell	-- Yes
Paquette	-- Yes

All in favor, the motion was declared passed.

**PUBLIC PARTICIPATION:**

Ms. Barbara Rokosz of Lockhouse Road inquired as to how items are brought before the Board for discussion. Mr. Rouse stated that items requiring licenses/permits from the Board are discussed; additional items are referrals from other individuals or agencies. The Transfer Station and Landfill items are included in our agenda as these are areas under the control of the Board of Health. Ms. Carnes also referred to the MA State website for additional information.

Ms. Kristen Mello addressed the Board with her concerns about the septic design for the

proposed school at Roots Athletic complex. Mr. Rouse stated that no septic plan has yet been drafted and no site work has been done. An application for a perc test has been submitted, however, the perc test has not been conducted. This project would have to be approved by the State as well as the City.

Ms. Mello stated that she has been in contact with Marc Nascarella, Director of MDPH Environmental Toxicology, who indicated that a new set of fact sheets will be forwarded to the Health Dept. from the State with regard to water quality. Ms. Mello would like a snapshot of the toxic load currently carried so steps can be taken moving forward.

### **PUBLIC HEALTH:**

Web EOC – The Web Emergency Operation Center has been updated by the State and was displayed to the Board. Mr. Rouse stated that a drill is conducted periodically to make certain all members are kept up to date with this program.

### **ENVIRONMENTAL HEALTH:**

Letter of Concurrence for Neck Rd. Biomix Project – A portion of land on Neck Road is being revitalized for farming. A letter of concurrence was previously provided by the Board of Health to DEP for the use of biomix materials on this parcel. The project is not yet complete; therefore, a letter of extension is being requested. Mr. Rouse will draft an extension to the letter of concurrence.

### **INSPECTIONAL SERVICES:**

Body Art Regulations Discussion and Revision – The city adopted the model Body Art regulations from the State when the practice first became legal in Massachusetts and have made revisions as the general practice changes. In reviewing a recent application, it was noted that the applicant's CPR, first aid and blood borne pathogens certifications were from the International CPR Institute, an online institute. Upon further investigation, it was determined that the majority of body art practitioners received their certifications online. Health Inspector, Thomas Hibert, addressed the Board with the current regulations and made recommendations for revisions to the manner in which certifications are obtained. A motion was made and seconded to accept the proposed changes to the Body Art Practitioner regulations in regard to certifications for CPR, first aid, blood borne pathogens, skin disease and anatomy, with the caveat that those not currently in compliance need to do so by July 1, 2018. These changes are to go into effect on February 1, 2018.

*The vote was as follows:*

Carnes	-- Yes
Mitchell	-- Yes
Paquette	-- Yes

All in favor, the motion was declared passed.

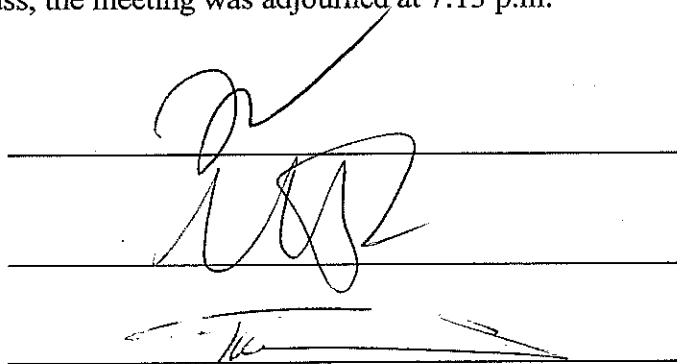
Consideration of New Body Art Practitioner License Application – As this new applicant will be an apprentice and not unsupervised, there is a very low risk factor. A license will issue to the new applicant under the current regulations and will be subject to the changes that go into effect February 1, 2018.

**EMERGENCY PREPAREDNESS:**

Home Emergency Preparedness Kit – To be discussed at the next meeting.

With no further items on the agenda to discuss, the meeting was adjourned at 7:13 p.m.

Minutes approved by:

The image shows three horizontal lines representing a signature line. The top two lines contain a large, stylized handwritten signature. The bottom line contains a smaller, less distinct handwritten mark or signature.

/cam

*Next anticipated meeting date: February 14, 2018*