

Foothills Health District
Meeting Minutes for Wednesday, October 25, 2023

Present: Fran Fortino, chair, Whately; Mark Bushee, Foothills Health Director; Janet Scully, Foothills Office Manager; Niki Vaughan, Foothills Health Inspector; Katch Bacheller, Westhampton; Mike Kurland, Goshen; Helen Symons, Donna Gibson and Rusty Luce, Williamsburg, Mike Archibald, PHN

Call to order 6:16 pm

1. Motion to approve minutes from 5/17/23 (kb/HS) : unanimous acceptance

2. PHE grant performance standards:

Phone tree: discussed goal to get everyone in the towns to call foothills office.

Phone tree grid discussed and decided BOH chairs should appear on tree as last resort, Budget: PHE check # 1 has arrived \$121,000. There is a budget increase for a total of \$350,000 which allows additional staff.

The hours are expanding to MB 5 days per week; nurse increases from 20 to 30 hours a week; office manager increases from 20 to 30 hours. MB to send monthly reports to the towns – this is a goal.

Question raised regarding staffing – to save money keeping the current offices and work remotely with everyone in the office on Wednesdays 8AM to 4PM.

NOTE: VM can be listened to remotely, MB, NV text on cells and answer phones remotely, JS is getting a phone so she can text.

Most info is digitized on memory keys offering immediate solutions to requests in real time. Also, Microsoft Teams is employed for remote discussions and meetings.

Office work is computerized allowing for efficiency remotely.

Discussion.

They are going to try it and report back in April.

3. MB is hiring a new staff member, a PHE grant staffer that is also trained for BH and housing, will also be a shared services coordinator.

FF notes the state is paying for this, NO increase to the towns budget.

4. Budget work plan:

State of MA is asking for a work plan that prioritizes diversity and inclusion and Staffing, tobacco control in the Pioneer Valley and updating regulations in towns, monitoring, disease control and documentation.

Foothills is getting an additional \$100,000 from state and town budgets will not change or increase.

OF additional interest are updating local well regulations when in conflict with septic regulations for Williamsburg, Goshen, Whately and Westhampton.

5. Mike Archibald, PHN is still working on the PHN job description. Moved beyond contact tracing into shared services. Additional outreach such as the successful Covid Vaccine Clinics in Goshen and Westhampton.
Additionally working with Bri Dupras for opioid clinics and outreach.

6. Equity Survey: currently the numbers are:
Goshen – 23, Westhampton – 24, Whately – 30, Williamsburg – 17 = 94 total
~~[Goshen, Westhampton and Whately are at or above 30 each and Williamsburg are at 17,]~~ The survey has been ~~[can be]~~ incentivized with \$35 fruit and vegetable baskets.
“Promise them chocolate”...

The survey helps bring demographic data to rural MA for additional grant dollars possibly to follow.

7. FF asked to reactivate Personnel Committee. KB and DG volunteered with additional discussion to follow.

Also emergency supplies, BOH's asked for tick pullers, emergency supplies and notification signs.

8. Schedule of meetings: at least 3x a year per FHD bylaws.
Next meeting is Wednesday, December 6, 2023 at 6 pm.

Adjourn 7:56 PM