



Unit: Shared Services Grants – Public Health Excellence and Contact Tracing

Date: 6/3/24

Staff members: Kerry Dunnell, Samantha Menard

Activities and Accomplishments

Activity	Notes
Shared Services- Charles River Health District (Towns of Dover, Medfield, Needham, and Sherborn)	<u>Staffing</u> An offer of employment has been extended to a qualified candidate for the Administrative Specialist position whose anticipated start date is July 8, 2024. Interviews are scheduled June 4th and 5th for the Regional Environmental Health Agent. The Regional Public Health Nurse position was posted April 22nd. The response has been small. In early May there were approximately 149 public health nursing positions open in Massachusetts. We are working Human Resources to identify different advertising and recruiting strategies. <u>Community Support & Engagement</u> Sam Menard, Assistant Manager conducted various routine food establishment and housing inspections in Needham and Dover. We are holding meetings with all four communities to review reports of MA-DPH-designated subject matter expert feedback on food and housing inspection documents. Documents were submitted in 2023 as part of the Capacity Assessment. The reports and a summary of meetings will be provided at the June Advisory Board meeting. Staff participated in the Needham Board of Health May meeting. Staff met with a MA-DPH-designated subject matter expert to review inventorying processes. Recommendations are being reviewed. <u>Intermunicipal Agreement (IMA)</u> The IMA review results have been received and final issues are being discussed by Town Counsel in communities. Completion and adoption of an intermunicipal agreement among the four communities (Dover, Medfield, Needham, and Sherborn) is a key deliverable for this year.

	<u>Continuing Education and Training</u> Sam completed the soil evaluator class and is now a certified soil evaluator.
Shared Services- North Central & MetroWest Local Public Health Training Hub (serving the 40 communities in the Charles River Health District, Greater Boroughs, MetroWest Public Health Coalition, Nashoba Associated Boards of Health, Norfolk County-7 Public Health shared services arrangements)	<u>Staffing Changes</u> As of May 13th, the Trainer position is vacant. Position will be posted in June. <u>Continuing Education and Training</u> Sam organized and led an in-person pool inspection training with MA Department of Public Health Community Sanitation Program staff. Ten individuals had an opportunity to practice or refresh their skills prior to the start of pool season. All participants completed an evaluation after the event and expressed general satisfaction with the training. Sam assisted in breakout group facilitation for MA Local Public Health Intensive Training (LPHIT) courses. Office of Local and Regional Health (OLRH) staff came to Needham for an in-person site visit. The meeting agenda included Training Hub status, OLRH plans for future fiscal years, and discussion about collaboration OLRH Central Trainers and OLRH. Sam is in the midst of the certification process with MA DPH to conduct Food Inspection training. She has completed 3 of the 5 required food inspections with a Central Trainer from MA-DPH Office of Local and Regional Health. We anticipate that Sam will be certified and begin to schedule and conduct Tier 3 training in July. Staff met with Childhood Lead Poisoning Prevention Program (CLPPP) representatives regarding how to organize a lead determinator field training for inspectors. <u>Training Support</u> Sam provided guidance on pool inspection to a community as a result of the pool training held earlier in the month.