



**CITY OF BURLINGTON
BOARD OF HEALTH**

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BOARD OF HEALTH

Austin Sumner, Chair • Mary D. Hart • David Casey • Ian C. Galbraith • Caroline Tasse

HEALTH ADMINISTRATOR

Linda Ayer

HEALTH OFFICER

William Ward

INTERNS:

Emma Hevey – Grace Hevey

**MINUTES FOR REGULAR MEETING OF
 BURLINGTON BOARD OF HEALTH
 DPW – 645 PINE STREET
 THURSDAY, NOVEMBER 8, 2012 5:45 PM**

Attending: *David Casey, Ian Galbraith, Mary Hart, Caroline Tasse, William Ward, Linda Ayer*
 Absent: *Austin Sumner, Grace Hevey, Emma Hevey*

Meeting called to order by BOH member David Casey at 5:30 PM

| ITEM | DISCUSSION | ACTION |
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| 1. Approval of Agenda and Minutes of Prior Meeting | Agenda w/ modifications : Great American Smoke Out Discussion – Members’ Reports | Approval of Agenda w/ amendments: Approval of Minutes of October 11, Minutes |

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| 2. Public Forum | Nobody present | |
| 3. F-35 Discussion | <p>Difficulty finding experts to provide testimony on F-35 Health Impacts at Special BOH Meeting, Tuesday, November 27, 2012 @ 5:45 at Contois Auditorium. Many do not wish to go on record.</p> <p>Dr. Mark Gorman – Neurologist and VT Dept of Health representatives have been invited by A. Sumner and will RSVP by Friday, November 9, 2012.</p> <p>Les Blomberg – Noise Pollution Clearinghouse has been invited.</p> <p>Continue search for others to testify.</p> | <p>W. Ward to contact someone from Air Guard to address jet training exercise frequency, duration, and time of day.</p> <p>Members of BOH to continue attempts to find a point person to address each of the health categories of concern.</p> <p>BOH will draft resolution on F-35 for approval at December 13, 2012 BOH Meeting.</p> |
| 4. Strategic Plan Speakers | <p>Discussed Austin Sumner inviting VT Dept of Health Speaker about Food and Lodging for December 13 meeting . If unavailable have speaker on Public Safety.</p> <p>Strategic Plan – (Red designates those issues addressed by invited speakers)</p> <ul style="list-style-type: none"> • Progress towards Envision Healthy Schools Certification for Burlington schools | <p>W. Ward to invite speaker for December on Public Safety.</p> |

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| | <ul style="list-style-type: none"> • Emergency planning – Review plan • City healthy housing initiative • Burlington lead program • Vermont Department of Health District office • Public safety (Police chief + fire chief) • Water supply/Waste water • Community health centers • Climate change • Dept Public Works – healthy, safe, walk able streets and communities including safe routes to school • City worker health and safety • City food and lodging establishments • Homelessness • Drug addiction, recovery, and crime • Food security quality and quantity • Farmers market <p>BOH role is to support some of agencies’ needs that have been presented to the Board.</p> | <p>BOH to follow up on Farmer’s Market requests_as recorded in BOH meeting minutes <u>July 12,2012</u> http://www.burlingtonvt.gov/CodeEnforcement/Board-of-Health/Agendas/</p> |
| <p>5. Members’ Reports</p> <ul style="list-style-type: none"> • P.O.P.E. (Pesticide Ordinance Public Education) | <p>Grant application process stalled due to lack of an educational institution taking the Point of Contact role and absence of plan to solicit foundations required 30% of</p> | <p>Schedule a P.O.P.E. meeting Nov/Dec.</p> |

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| <ul style="list-style-type: none"> • School Inspections • Urban Agriculture Task Force • Burlington Partnership for a Healthy Community (BPHC) | <p>matched funding.</p> <p>Remaining schools to be inspected: CP Smith, Sustainability Academy, EEE. St. Josephs is being used as schools undergo renovations. Should be inspected.</p> <p>Applied for ECOS grant , Burlington Food Council overseeing recommendations of task force. No need to be on agenda.</p> <p>Great American Smokeout – November 15, 2012 – discussion of legalization of marijuana ballot item from health perspective: Making marijuana legal doesn't make it safe.</p> <p>Create a message for posting that will address health impacts and recommendation to refrain from smoking marijuana and tobacco products. <i>(See Addendum A)</i></p> | <p>W. Ward to contact property maintenance manager for Burlington School District.</p> <p>W. Ward and D. Casey and other BOH members as available are to complete inspecting the remaining school houses by December 2012.</p> <p>D. Casey is BOH representative at BPHC.</p> <p>BOH approved posting for the Great American Smoke Out on FPF. BOH members will edit a message that D. Casey will draft.</p> <p>BOH will consider a future resolution to City Council re: the referendum item regarding legalization of marijuana after monitoring city council action.</p> |
| <p>6. Staff Report Code Enforcement Updates</p> <p>Web Updates/Front Porch Forum</p> | <p>See attached report. <i>(Addendum B)</i></p> <p>Discussion about FPF posting being</p> | |

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| | <p>the most cost effective means to get out messages from the BOH.</p> <p>Discussion of funding of BOH expanded efforts to carry out responsibilities to educate the public about public health issues.</p> <p>Expand Board membership to 7.</p> <p><i>Need to prepare BOH for public participation as a point of contact during disasters and emergencies.</i></p> <p><i>Members and staff need training. BOH needs to be part of the conversation with Police, Fire, Schools, CEDO, etc. regarding Operations, Planning, Logistics and Finance in case of an event (i.e. pandemic flu, flooding).</i></p> <p><i>There is an on-line course: Incident Command Systems</i></p> <p>Suggestion to request increase in the BOH budget. Discussed need to focus on completing the strategic plan information gathering from speakers. Also BOH needs to</p> | <p>BOH approved agenda item for next meeting to discuss process of charter change to expand BOH board from 5 to 7 members.</p> <p>W. Ward will contact Seth Lasker to arrange offering 10 minute segments of Emergency Preparedness Training (ICS) as an on-going agenda item at each BOH meeting.</p> <p>C. Tassey will research what other local Boards of Health of similar size and scope have for budgets.</p> |
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| | allocate time to focus on an interim strategic plan for the budget process. A Saturday a retreat to prioritize and create a budget would be scheduled in January. | BOH approved a team work session to look at increasing the BOH budget to support priority needs beyond \$5000 for FY14 at a strategic planning weekend retreat in January. |
| 7. Agenda Items/Next Meeting | <p>Special Meeting F-35 Expert Testimony Tuesday, November 27, 2012 @ 5:45 Contois Auditorium</p> <p><i>W. Ward shared Saturday Evening Post 1956 article about Fluoridation.. BOH former member, Alan Sousie's article on fluoridation is published in 2012 edition of NALBOH – The Local Board of Health Environmental Health Primer, 2nd Edition</i></p> | <p>Linda to invite CCTV, warn meeting.</p> <p>Agenda Items Regular Meeting of Burlington Board of Health, December 13, 2012 5:30 PM at Robert Miller Community Center</p> <p>F-35 Resolution School Inspections HIPPA- Lead Paint Strategic Plan – Speaker - Public Safety, Chief Shirling – BPD 6-6:30PM - Budget Process - Board Retreat Charter change to increase Board membership Community Health Partnership Emergency Preparedness 10 Minute Training – Off. Lasker - BFD</p> |
| 8. Adjournment | 7:55 PM | |

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Burlington Board of Health Meeting, November 8, 2012

Item Reports on BOH Works:

Pesticide Ordinance Public Education Project –

The POPE committee is currently engaged in the following tasks:

- scheduling and holding a meeting to consider and potentially apply for an EPA environmental education grant to support education efforts in Burlington on the issue of cosmetic pesticide use and associated health hazards to human and environmental health. Due date for this grant is 12/07/2012. This grant requires a 30% in-kind contribution from partnering organizations and entities which will be a challenge to match given the POPE projects current size and reach within the community. The committee will also discuss the possibility of other grant-based funding sources depending upon the viability of the EPA grant at this time.

- scheduling and holding a meeting to discuss POPE off-season/wintertime activity. The main items for consideration are tabling and education efforts at the annual State of Vermont training for pesticide applicators (to which POPE has been invited), and the next Wintersprouts (or similar) festival. Other public education efforts will be considered.

School Inspections –

- the board needs to schedule the next school's inspection. We need to communicate with the Burlington School Department to inform Physical Plant staff and school administration of the next school we will inspect, and the time we will do so.

Urban Agriculture –

- Upon presentation of its final report to the Burlington City Council, the Urban Agriculture Task Force has applied for an ECOS grant to complete some of the recommendations made in the report. The Burlington Food Council will be overseeing this work. No known steps have been taken in carrying out recommendations yet.

Other –

- Burlington Partnership for a Healthy Community – BPHC wishes to promote the Great American Smokeout to be held November 15, 2012. BPHC also discussed the efficacy of reaching out to the community to discuss the negative health effects of marijuana use following the recent passage of ballot question #4 regarding the legalization of marijuana.



To: Burlington Board of Health
From: Bill Ward
Date: 11-8-12
Subject: Update for Code Enforcement

Key projects for October/November

Mobile AMANDA (mobile inspection process)

AMANDA mobile implementation began in September but was unsuccessful. We found it needed multiple software fixes and there was inadequate technical support from the vendor. We mutually agreed with our City IT support and the vendor that supports AMANDA to delay implementation for an additional 6 months. The vendor is currently using a newer version of the mobile program in two larger cities. They released the new version of mobile inspections just as we were starting our test drive of the original version. Burlington Code Enforcement will be better served by the newer version based on our experiences in September.

“SeeClickFix”

See Click Fix will be demonstrated publicly at the Ward 1 NPA meeting on November 14, 2012. It will be released to the public with a limited list of reportable “issues”. The public list will only contain those issues that have an assigned department and responsible person to handle each issue. Local Motion had been using the system to track a variety of complaints that were not code enforcement related. Some were going without being acknowledged or fixed. That will no longer be the case.

Chief Schirling and I are working on the possibility of reports of Syringes found being reportable via SeeClickFix and an automated electronic notification immediately sent to the “Safe recovery program” at the Howard Center. They have a syringe pick up program and routinely pick up needles as reported. Linking the systems is a possibility and details are being worked out now.

Landlord Training

Code Enforcement is scheduling a Landlord training in collaboration with the University of Vermont, VT Apartment owners association, VT Tenants Association and CEDO Lead program. The one day training will be conducted at the University of Vermont in January 2013 and the training outline is still being developed.

Operations:

No new “unfit for habitation” postings were made in the last 30 days.

Inspections

The 10 month total of Minimum Housing inspections is 2,496 units. This number remains on track to exceed the 3,000 unit total for the calendar year.

Certificate of Occupancy requests

Certificate of Occupancy requests continue to come in at a vigorous pace. In budgetary terms, we budgeted for \$70,000 in fees or a \$20,000 increase for FY 13 in anticipation of increased activity.

In the first four months of FY 13 we have collected revenues over \$45,000 in Certificate of Occupancy fees.

CODE ENFORCEMENT OFFICE

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