



**CITY OF BURLINGTON
BOARD OF HEALTH**

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BOARD OF HEALTH

Austin Sumner, MD, MPH, Chair • David Casey, RN • Mary D. Hart, RN • Julie Hathaway, MD, PhD • Caroline Tassey, APRN

HEALTH OFFICER

William Ward

HEALTH ADMINISTRATOR

Linda Ayer

**MINUTES FOR REGULAR MEETING OF
BURLINGTON BOARD OF HEALTH
DPW – CONFERENCE ROOM
THURSDAY, AUGUST 29, 2013, 5:30 PM**

Attending: *Austin Sumner, David Casey, Mary Hart, Julie Hathaway, Caroline Tassey, William Ward, Linda Ayer*
Public: BPHC: Dan Mulligan, Tim Banks, Lauren Pyatt, Glenn Button, Jeff Tanguay

Meeting called to order by Chair, Austin Sumner at 5:35 PM

ITEM	DISCUSSION	ACTION
1. Approval of Agenda and Minutes of Prior Meeting	Amended agenda: Chair only 10 minutes/ Remove Emergency Preparedness item from agenda.	Approved July 11, 2013 minutes Approved amended agenda

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<p>2. Public Forum</p> <ul style="list-style-type: none"> • Public Comments • Go for the Gold • Funding for Healthy Homes Programs • HLHL Intern & Funding 	<p>No public comments</p> <p>Postponed Go for Gold to October Meeting</p> <p>Jeff Tanguay spoke about the Lead Program Grant good through October 30, 2014 = \$2.375 million. Lead Hazard Control \$ must be used for lead hazard remediation. There is \$100,000 available for healthy homes initiatives such as the EMP 101-basic class.</p> <p>A. Summer: Outreach activities could target properties to generate applications. How often is HO referring people to lead program? CODE provides postcards. What is Mayor's position for supporting the lead program? Brian Pine has been in conversation with Mayor, with VDH. There is reluctance on part of LLs because they are not sure if this is the market they want to be in. Dealing with property holistically. Keep it warm, keep dry, keep it pest free, keep soil clean. Use funds for strategic planning?</p> <p>D. Casey: Offer healthy homes training to tenants and homeowners. Address outside toxins to include lead and pesticides and impact on childhood asthma. Can monies be used for public outreach and community based education to include a pesticide free environment.</p> <p>HLHL best practice education project? Strategic plan would position CEDO for future applications. Consider hiring a consultant to</p>	<p>Health Officer Bill Ward to meet with Jeff Tanguay:</p> <ul style="list-style-type: none"> • to update minimum housing code and healthy homes initiative. • to plan to do public outreach in the spring. • to set up a subcommittee meeting.
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<ul style="list-style-type: none"> NALBOH 	<p>develop a strategic plan:</p> <p>Tim Banks (member of HLHL Coalition): Funding for HLHL Champlain College Intern to provide educational marketing of best practices. What would the intern do? Outreach publication materials through print & some work incorporating graphic design; there would be a faculty sponsor. BOH would be promoting community activism, need clear tasks.</p> <p>Caroline Tassej attended the NALBOH Conference in Salt Lake City Aug. 13-16. Attended several workshops on governance issues and makes the following recommendations:</p> <ul style="list-style-type: none"> • Orientations for new members • Awareness of goals • Access materials on website • Re-design website so more subject matter is more accessible. • Provide a hardcopy folder to new members. <p>Current health issues addressed at the conference were:</p> <ul style="list-style-type: none"> • E.Coli outbreak at Fair • Toking and Smoking e-cigarettes. : • Decriminalization of marijuana <p>Question: Does BOH want to weigh in on:</p> <ul style="list-style-type: none"> • VT legislative bill H71: re: e-cigarette use; • City ordinance re: use and sale of e-cigarettes; • De-criminalizing marijuana 	<p>David Casey, with Tim Banks and Jeff Tanguay to meet to establish clear tasks for an intern.</p> <p>Caroline Tassej will put together an orientation folder for new Board members.</p> <p>BOH Approved reimbursement of Caroline Tassej's RT transportation and 4 nights accommodation expenses incurred to attend the conference.</p> <p>Future topic for Front Porch Forum: Food Safety at the Fair</p> <p>E-cigarettes FACT SHEET: http://bit.ly/17qedcX http://www.legacyforhealth.org/</p>
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<p>3. Chair's Report – October Report to City Council</p>	<p>Form letter from Rep. Peter Welch in response to BOH position on F-35. The letter was mailed to the AF project manager; each of Burlington's congressional delegates; Vermont's governor, Burlington's mayor.</p> <p>Austin Sumner will be taking a leave of absence from the Board meetings until November 10, 2013. David Casey and/or Caroline Tassey will alternate the role of chair. Austin will be available for consultation.</p>	<p>Approved: BOH meeting is cancelled for December; a BOH strategic planning meeting date in January will be determined at November 10 meeting.</p>
<p>4. Strategic Plan Issues</p> <ul style="list-style-type: none"> • Urban Agriculture 	<p>David Casey reported that the Animal Husbandry working group met w/ agency of Ag and storm water specialists to review Federal and State regulations of acceptable AAP Livestock issues. This filtered down to nutrient management aka. waste management issues.</p> <p>9/10/13 meeting will be looking at ordinance draft that will limit the number of animals and amount of stored waste on site. State law is saying that nutrients cannot be "landfilled" beginning in 2014-2015. Because chicken slaughter is already happening, the group does not want to create an ordinance that will be obsolete in a couple of years. Anticipation that the ordinance will evolve to address larger fowl (ducks, guinea hens, turkeys). Livestock is regulated by the Dept of Ag.</p> <p>The working group is disinclined to allow large animals and attempting to keep draft non-specific to an animal. Creating a procedure to start small and amend so that it is adaptable to all sizes and animals.</p>	<p>Accepted Agricultural Practices: http://bit.ly/5OrVmo</p>

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<ul style="list-style-type: none"> • Drug Awareness • Food Safety 	<p>Because 32 pages of animal husbandry ordinance is unwieldy, the group is focusing on nutrient/waste management.</p> <p>Mary Hart reported that the Community Safety Initiative reworked the survey w/ police dept. They will be going door to door and conduct survey in pairs</p> <p>Caroline Tasse reported that Chris Wagner of the Burlington Farmer's Market is most interested in food safety questions.</p>	
<p>5. Staff Report</p> <ul style="list-style-type: none"> • Code Enforcement Updates • Healthy Lawns, Healthy Lives 	<p>Bill Ward reported on bat incident- Resident was dissatisfied that a game warden from Middlebury had to drive to Burlington to retrieve a dead bat from her home for rabies testing. Minimum housing inspections have presented challenges with unlicensed electricians doing work.</p> <p>ADDENDUM A: See, Click, Fix Report & Operations/August Projects</p> <p>The BOH HLHL Coalition had a table at the Vermont Landscape and Nursery Association's Annual Green Works Conference on August 20, 2013. Thank you to Jay Vos, David Casey, Tim Banks, and Anne Pearce for set up and distribution of information. Survey conducted among attendees revealed that most doing business in Burlington were unaware of the city pesticide ordinance so this was a good opportunity to educate.</p>	

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<ul style="list-style-type: none"> • Web Updates/Front Porch Forum 	No postings on Front Porch Forum for month of August.	Julie Hathaway will be working with Linda Ayer to define topics and draft up September postings for Board approval.
6. Agenda Items/Next Meeting	Go for Gold; Emergency Preparedness, Committee Reports	Next Meeting: Thursday, September 12, 2013 @ 5:30 – DPW
7. Adjournment	8:35 PM	

ADDENDUM A: (Page 6 & Page 7)

SeeClick Fix update

There were 129 Issues reported on SeeClickFix from August 1st to 28th
Code Enforcement staff initiated 49 of the reports. (38%)

- **All 48 code Enforcement complaints were related to Code Enforcement issues.**

Public complaints

80 of the 129 August reports were complaints from the public.

- 37.5% for Code Enforcement - (30 public complaints are for Code Enforcement)
- 17.5% for Graffiti Removal – (14 public complaints for graffiti removal)
- 21% for DPW (17 public complaints are Public Works issues)
- 14% for Parks and Rec (11 public complaints were for the Parks Department)
- 9% for Police (7 public complaints were for the Police or BPD parking)
- 1% for Burlington Telecom (1 public complaint was for BT)

62% of the complaints from the public are not Code Enforcement issues.

We are trying as best as we can to regulate the information flow for other departments, but not all departments are engaged in SeeClickFix

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To: The Burlington Board of Health
From: Bill Ward/Health Officer
Date: 8-28-13
Subject: Code Enforcement update from the Health Officer for July/August 2013

Operations

Inspections

The year to date total of Minimum Housing inspections for 2013 is 1,638 units. (January 1 to August 1, 2013) The target number is 250 rental units per month, so we are slightly below the 1,750 unit figure expected in 7months. Last year at this time the number was 1,611 units for the same 7 month period in 2012.

Rental safety concerns

2 rental units were posted unfit for human habitation since my last monthly report. Below are brief summaries and the current status for each location:

A Pine Street duplex was posted unfit when the electrical inspector and I discovered a construction grade extension cord cut and sliced into the circuit panel of the downstairs unit to provide electric service to unfinished upstairs unit. The service was turned off by Burlington Electric Department and restored after the spliced extension cord was removed. (Approximately 24 hours later)

Murray Street duplex was posted unfit this week due to incomplete construction in a unit being renovated prior to tenant's scheduled move-in. The kitchen and bathroom were not functional and there were no working hard wired and interconnected Smoke and CO detectors.

Key projects for August

Recycling ordinance

The City council ordinance committee voted August 26, 2013 to send phase 1 of a recycling ordinance to City Council for final approval. This would require properties with more than 10 units to have wheeled covered recycling totes by December 1, 2013. (or an approved equivalent or alternate method approved by the Director)

Healthy Lawns/Healthy Lives

Channel 17 aired out broadcast of our first Health Lawns Healthy lives community update on July 24, 2013.

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