



**Tri-Ton Coalition Advisory Board Meeting
Meeting Minutes
May 10, 2023
2:00 to 3:00 pm
Via Webex**

Attendees: Susan Lumenello, Director Burlington Board of Health, Joanne Belanger, Director Lexington Board of Health, Shelly Newhouse, Director Wilmington Board of Health, and Katie Capobianco, Shared Services Coordinator

I. Approval of Minutes

The March 28, 2023 meeting minutes were approved.

**II. Shared Services Staff
Responsibilities**

Nurse

- Rashod will be working on Mondays, Wednesdays, and Thursdays
- Should join all three MRCs (BVRC, Central Middlesex, and Greater River Valley)
- Projects will include vaccines for children, STB, Matter of Balance, BP Clinics, Opioid Meetings, assisting with camps, and Walks with the Conservation Commission (Dose of Nature Program in Lexington)
- Currently starting on Maven training – permission to see all three towns – on each town’s letterhead
- Shadow each town’s public health nurse
- TB training – in-person and virtual, possibly training with Lahey
- BP Screenings – Lexington June Wellness Clinic
- Ideas for supplies – First aid emergency bag, CPR mannequins, STB kits for participants

Health Inspector

- Starting July 5, 2023
- Initial training and software training
- Shadow inspectors in each town
- Beach water testing in Wilmington and Lexington (to cover vacation periods)
- Monday coverage is ideal
- Housing code training
- July – Fourth of July coverage and temporary food permits
- PFAS Project for region (EPI data survey)



Tri-Ton Coalition Advisory Board Burlington.Lexington.Wilmington

Community Health Worker

- Reach out to VA, COA, and Youth and Family Services
- Create a resource guide and vet out what each resource does in detail
- Attend Substance Abuse Coalition Meetings (Wilmington)
- In Wilmington work with town social worker at the PD and involvement at the food pantry
- Opioid settlement – obtain list of meetings in Lexington
- Review Community Health Needs Assessment in Lexington
- Hoarding – specific training as a social worker

Epidemiologist

- Data Collection
- Strategic plan – regarding all three communities (PFAS Project)
- MAVEN training
- Work with nurse on trainings and education

III. FY23 Workplan and Budget

- In process of setting up training for Tyler Tech software
- Potentially add another position under the Shared Service group for EDS Plans, shelter plans, drills and assisting in emergency plan development

V. New Business

- Order business cards

The next meeting will be held on June 14, 2023

Meeting adjourned at 3:35 PM.