



TOWN OF BURLINGTON, MA  
BOARD OF HEALTH  
SUBCOMMITTEE MEETING MINUTES  
DATE: May 24, 2023  
TIME: 5:30 PM

PLACE: Board of Health Conference Room (Room 236), 2nd Floor

---

**Board Members Present:** Ed Weiner, PhD, Chairman; Maribeth Welch, Board Member  
**Staff Members Present:** Susan Lumenello, REHS/RS, CHMM, Director of Public Health; Sarah Courtemanche, Administrative Assistant  
**Others Present:** Joanne Faust, Director of Human Resources

Called to order at 5:29 PM

*Discussion*

Supervisory Nurse Position Discussion

- Ms. Welch inquired what the listed salary was for the Supervisory Nurse job posting, in which Ms. Faust replied.
- Ms. Faust has it currently posted with the new rate of pay which will take effect July 1<sup>st</sup> for the position.
- If a nurse is found that the Board of Health would like to hire, the nurse can be trained up to the standards that the department holds.
- Mr. Weiner disagreed and stated that the position's criteria should stay the same and the department should not accept any lower standard.
- Mr. Weiner posed the idea of hiring a nurse per diem until the department receives a qualified applicant to assure that the department hires a quality of employee that they want to fill the role.
- A nurse with either an Associate's Degree or Bachelor's Degree, are eligible to take and pass the NCLEX exam.
- Since the Supervisory Nurse position is the second highest paid grade in the BMEA union scale, there is not much more room to move the grade higher; there would only be about a \$2-3,000 difference if the grade was changed.
- Because of the position being under the union, the town would not be able to offer any type of "signing bonus" as an incentive.
- If the position was switched to an A&P contract, this would still not prove to be a significant increase in the salary scale and would require a lot of steps/approvals to complete this reclassification.
- Ms. Welch stated that she believed the lack of qualified candidates applying to the position comes down to the salary not being competitive enough compared to other medical positions hiring.
- Ms. Lumenello suggested removing the position posting, giving it a little time, then reposting it to refresh it on the job sites.
- Ms. Faust is planning to do a paid for posting at graduate colleges in hopes it will drum up interest and pay off for qualified candidates applying.

- The majority who have left the Supervisory Nurse position has given positive feedback; there is nothing in particular that has proven to be an issue with the position.
- Since the field of nursing is such a broad field, someone with a nursing degree has a number of options to choose from.
- Ms. Lumenello asked Ms. Faust if she would join in future interviews to assist with speaking about the town's benefits that are offered, to which she stated she would be happy to assist and join the interviews (and potentially have a hardcopy handout of the benefits to be able to give candidates interviewing).
- There is a new candidate that Ms. Faust presented. All in attendance review the applicant's resume and agreed to setup an interview Wednesday or Thursday, permitting the candidate is available.

Adjourned at 6:00 PM.

### **DOCUMENTS REVIEWED AT MEETING – WEDNESDAY, MAY 24, 2023**

- I.** Most recent candidate's resume
- II.** Special Commission on Local and Regional Public Health: Educational, Training and Credentialing Recommendations
- III.** Reasons to reject the change in hiring requirements of a Supervisory Nurse
- VII.** Adjourn