



**Tri-Ton Coalition Advisory Board Meeting
Meeting Minutes
June 14, 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 May 10, 2023 meeting minutes were approved.

II. Shared Services Staff

Programs

- Stop the Bleed - Rashod is now a trainer for STB and can hold trainings as needed. Katie is looking into purchasing limbs for STB.
- Matter of Balance - Partnering with Lahey to hold a six week program. Shared Services staff can be trained; they do not need to be medical personnel to be trainers. Currently planning on Rashod, Katy and Jackie being trained.
- Car Fit – Lahey will be holding training. Rashod, Katy, and Jackie will be trained and any additional Lexington or Wilmington staff can be trained too. An OT is needed to hold trainings.
- Narcan Training- Jackie said Narcan is available for free and the Burlington Police Department is willing to do a presentation on usage. After that, there is the possibility of the Shared Services Staff holding a training.
- Hoarding – Jackie is currently assisting with a case in Wilmington. Jackie is also putting together a resource guide that can be used by all three towns.
- CPR Training – Currently looking into getting Rashod trained as a trainer. Joanne will check with Kellianne if she is interested in the training. Shelly purchased mannequins for Wilmington and will send Katie the information on what she purchased. Katie will look into making a purchase that can be used by the Shared Service Staff to hold trainings.

III. Tobacco Grant

- The Tobacco Grant has been approved and will be for approximately \$40K.



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- Marisa Morello is now working for the Town of Bedford so the position will need to be advertised.
- The position will be a sub-contractor position. Shelly suggested posting it through MHOA and will send a copy of the original advertisement she used.
- There are usually two inspections and two compliance checks per year.
- The inspector will need an iPad, Wi-Fi hotspot, business cards, and mileage reimbursement.

V. New Business

- Inspector supplies to be ordered could include black lights, flash lights, Germ X, PH strips, and potentially a moisture meter
- Joanne will send the contact information for Prof. Deon regarding Diversity Equity Training.
- Joanne would like to set up a Meet and Greet between her staff and the Shared Services Staff.
- Joanne would also like to use the Health Inspector to fill in for the Lexington Health inspector when she goes out on maternity leave in the fall.

The next meeting will be held on July 19, 2023

Meeting adjourned at 3:00 PM.