

## East Longmeadow Board of Health 2019 Action Plan

**Vision:** The Board of Health assesses and addresses the needs of the community in order to help protect and improve the health and quality of life of residents and visitors. Additionally we seek to create a department that is not just meet the minimum obligations we are charged with, but one that exceeds the standards to create a department that will be a stand out community in Hampden County.

**Mission:** The Boards mission is to create regulations, policies and provide services that will allow residents in East Longmeadow to thrive within our community additionally; we aim to be a contributing voice in town for development and economic growth.

### **Duties: Administrative**

<b>Task</b>	<b>Activities</b>	<b>Target Date</b>
Update Action Plan	Update action plan for items to complete in 2018 and beyond	<b>Completed February 2019</b>
Record keeping and recording	Complete quarterly updates to Action Plan	February, April, August, December
	Create BOH annual report	<b>Completed February 2019</b>
Look into 5 member Board <i>Updated Q3: Review update to charter with TC 2019</i>	Karen's research; group discussion; present to Denise & Town Council	Mid 2019
Increase MRC volunteer enrollment	Monthly Training	Each month
Car Seat Grant	Apply for grant to fund car seats for residents who attend car seat appointments with damaged, expired, unusable car seats.	<b>Application submitted in February</b>
Trash pick up and Disposal Contract Renewal	Prepare RFR for trash pick up and disposal. Research creative ways to reduce trash output. Explore options for putting out RFR with Longmeadow to improve pricing.	Ongoing through 2019
Trash pick up and Disposal pre bidders meeting	Host meeting for companies interested in responding to our RFR	August- October

New Establishment Application	Update the new FSE application to be more user friendly	September 2019
Develop department plan on how to meet new Housing Code requirements	New housing code requires legal representation at all follow up cases.	June 2019

### Duties: Health Protection

Task	Activities	Target Date
Mosquito Control District (MCD)	Work toward all mosquito control services through the District.  Request 5K (of money already appropriated) to MCD trust from Town Council	2020 Mosquito Season  Spring 2019
Mosquito surveillance program	Coordinate services with MCD or MDPH to continue seasonal town wide mosquito surveillance	2019 Mosquito Season
Mosquito Treatment Program	Procure services to continue larviciding specified catch basins, and research additional appropriate for expanded larviciding.	April 2019
Rabies Clinic	Department Rabies Vaccination Clinic	<b>COMPLETED: March 2019. Successful program. 58 animals vaccinated, and 36 dogs licensed.</b>
Apply for MDPH Intern	Intern will complete tick drags through town parks, begin data collection on species and infection rate, as well as work on an education and outreach program	<b>Application Completed February 2019</b> <b>Notified March 27<sup>th</sup> Intern awarded!</b>
<b>Added Q2:</b> Supervise Intern to ensure community goals are met	Implement data tracking of ticks, education curriculum for camps, and post signage on rail trail.	September 2019
Prevention Needs Assessment Survey	Administer Survey	Administer Survey March 2019 <b>COMPLETED: March 2019</b>
Vaccination Clinic	Host annual vaccination clinic	October 2019
Emergency Dispensing Site	Create an electronic version of our EDS plan as required by MADEP	May 2019

### Duties: Health Promotion

Task	Activities	Target Date
Create strategic partnerships, local and regional	Meet with town officials (School, Town Council, Assessor, Planner, Accounting, Chamber of commerce, and Town Manager)	Ongoing
Health Needs Assessment	Seek opportunities for local assessment	Ongoing 2019.  <b>February-Working within a shared services grant to pursue additional opportunities. Grant request made for 40K to cover cost.</b>
Prevention Needs Assessment Survey	Analyze data to determine at least 2 outreach programs	Complete two programs by the end of 2019
Consider Regionalization	Continue to work with regional partners to assess, develop and implement potential shared service arrangement with Longmeadow. Apply for DLTA grant, E&R Grant.	Ongoing.
Youth Safety Committee(YSC) / Youth Leadership Group	Continue partnership with school health	March: Organize Addiction quilt to be brought to HS for a week. <b>COMPLETED March: Participate in planning of Vape conference</b>  Ongoing: maintain involvement in YSC
National Night out	Participate	August 2019
Bike safety	Expand on last years bike safety event. Include community bike ride. Outreach and education to our residents about bike safety and the importance of exercise.	Summer/Fall 2019
Car Seat Installation	Install car seats as requested and at two Community Events	Ongoing by appointment  <b>Completed April install event Number of seats installed 24 Replaced 5, Overflow from the event installed following week 3</b>  October install events
ELCAT Health Segments	Timely health updates to residents  Monthly BOH meeting updates	Ongoing 2019  Monthly
Curbside Textile Recycling	Track usage of curbside textile recycling as part of bigger trash picture of tonnage and to assess success of program.	Monthly
Free Mattress Recycling	Begin process of recycling mattress in town.	<b>COMPLETED: Program successfully began in March 2019</b>  <b>Q2 update: March-April 27<sup>th</sup> 54 mattresses collected. Removed 4 tons from bulk waste stream.</b>

Scholarship Program	Provide scholarship program to a High School Senior pursuing a degree in Environmental health	May 2019
<i>American Diabetes Month Programming</i>	Partner with Library for presentation given by a registered dietitian for ELPL Eats.  Partner with Big Y dietitian for Grocery Store tour for residents.	November 2019  November 2019
Sponsor Shredding Day	Provide funding to PTO to encourage Shredding & Recycling	2019

### **Duties: Educations and Outreach**

<b>Task</b>	<b>Activities</b>	<b>Target Date</b>
Emergency Preparedness Month.	Education and outreach throughout the month of September for Emergency preparedness. Host MRC event to promote emergency preparedness.	September 2019
Offer community groups presentations in the spring about Ticks and Mosquito protection	Present educational material to Mosquitos and ticks.	2019
Enforce trash regulation	Work with Republic to rectify issues.	Ongoing: uphold community trash regulations. Goal to reduce or hold trash tonnage for FY19. Continue to track disposal data.
Youth Safety Committee website.	Finalize and maintain Youth Safety Committee website.	<b>Completed website February 2019</b>  Ongoing: Maintain website by continually updating information and local resources as members of the Youth Safety Committee come across information.
Facebook	Maintain Health Department Facebook and increase page likes.  Maintain regular Food Safety Friday posts every Friday on Facebook .  Monthly Public Health Awareness posts.  Weekly information posts and updates on West Nile virus during mosquito season.  Weekly information posts about the flu all throughout flu season and updates on severity.	Ongoing

Maintain Health Department twitter  Monthly Public Health Awareness posts.	Increase twitter followers by 15% by 2020.	Ongoing 2019  Monthly  Weekly
Create MRC Facebook and maintain.	Maintain posts	<b>Completed page February 2019</b>  Ongoing
Maintain MRC Twitter.	Maintain posts	Ongoing
Maintain Health Department website including events, food recalls, mosquito information and information updates.	Maintain posts	Ongoing
Community hazardous waste drop off place for residents rather than having a hazardous waste event once a year in the fall.	Working with Longmeadow and other surrounding communities to find a center that will accept hazardous waste for residents all year round.	<b>COMPLETED- Contract signed March 2019</b>
Tobacco Merchant Education	Coordinate State led training for Tobacco retail managers.	March 2019
Tobacco compliance, education and outreach	Complete minimum 2 tobacco establishment inspections  Complete a minimum of 12 FB/Twitter posts relating to tobacco use  Participate in YSC Vaping conference	Ongoing 2019  Ongoing 2019  March 2019
Alcohol retailer education and compliance checks	Work with community and local partners to explore options of alcohol merchant education and compliance checks.	Ongoing 2019
Community wide trash pick up day	Coordinate and host a community wide trash pick up day in conjunction with the EL PD.	<b>COMPLETED April 6<sup>th</sup>. Attracted 44 volunteers. Collected 2 tons of trash from streets and parks in East Longmeadow</b>
2013 Food code	Educate FSE's on the new criteria of the 2013 food code and how it effects their business	<b>Completed two training sessions for our FSE's April 8<sup>th</sup> and 10<sup>th</sup>.</b>
Rain Barrel Program	Develop a sustaining program for Rain Barrels for residents as a result of a very successful free program.	May 2019

Apply for Recycling IQ kit through Mass DEP	Apply for recycling IQ grant through DEP to initiate there recycling programming for East Longmeadow.	<b>COMPLETED: March 2019</b> <b>GRANT AWARDED APRIL 2019</b>
<b>Added Q2:</b> Complete Recycling IQ Program		December 2019
<b>Added Q2:</b> Composting education	Hold an education session at the ELPL to educate residents and answer questions about how to properly compost.	<b>Q2 COMPLETED:</b> 12 people attended and we sold 5 composting bins.