Call to Order  12:35 pm – 1:35 pm
- Minutes from December & February meeting were approved.

1. Director’s Report
   Operational:
   - Restructuring how department reports are reported. Staff will include upcoming activities, events and public health issues each month along with brief summary of previous month’s report.
   - Budget Review with the Board of Alderman is next week – April 16th,
     - A PowerPoint presentation shows what changes are in departments’ budgets.
   - Restructuring the remaining administrative assistant position at the Division. The request for an administrative position for the Division under the Community Services FY 19 budget was not approved.
   - Staffing is almost full with the exception of a new nurse – low wage offered makes it hard to fill the position with a qualified individual.
   - Opioid crises: 1st lady of NY was here last week; Lisa & Bobbie went over to share the approach the Mayor’s Opioid Task Force is taking to battle the opioid crises.
   - Mayor’s Student Internship
     - For 6 weeks over the Summer each Director will have 1-2 paid high school student(s) intern at the Division

2. Department Summaries
   Community Services
   1. Epidemiologist:
      - Working on HPV campaign
      - Moving forward in April with collecting data on substance use in Nashua
   2. Health Promotion Specialist
      - Updated on Public Health week and Employee walking challenge
• Health and Safety Fair at Nashua North High School had about 400 people, 35 vendors. Surveys to be send out
• Assisting in planning the 3rd DPHCS Community Health Department Annual Health Care Conference

3. Public Health Network Services
• CHIP: As only 12 out of 30 PHAC Executive Committee members were in attendance for the prioritization process, members agreed that a survey should be developed to allow those not at the meeting to participate in the prioritization process as well. The PHNS Coordinator created a survey via Survey Monkey and distributed it to the PHAC Executive Committee on March 22. The survey was closed on March 30th and was completed by 6 additional PHAC Executive Committee members, resulting in a total of 18 out of 29 members (62%) participating in the prioritization process. The results of the survey will be compiled and reported out at the May 1. Survey is not done yet & can add more questions
• PHAC Executive Committee meeting at which members will decide upon goals and objectives for each 2018 CHIP Health Priority.
• Create focus groups for substance abuse – hopefully our Epidemiologist can use the research/date collected from Dean started in 2016

4. Environmental Health
• Gearing up for busiest time of year with swimming pools inspections and temporary food inspection
• Nashua Crossings – Repeated failures. Education to staff given and multiple food service meetings. Currently working on corrective action plan with facility director. Contingency plan required – Patty to look into a COOP plan (CMS Rule)
• Lead bill – every water point source in schools will need to be tested. More information to follow.
• DES Public Hearing in Nashua to address update on Asbestos Clean Land Fill to address the changes and re-adoption of disposal ENV-SW2100 site rules.

5. Welfare
• March has seen a noted decrease in the amount of assistance granted to applicants.
• Staff help refer people to apply for assistance through programs to offset the need for Municipal Welfare assistance.
• Assessments have been revamped to help the process be more efficient when interviewing/assessing individuals asking for the assistance.
• Coming in under budget and proposed an increase in rental fees.
• Medicaid expansion plan – certain requirements will be added such as: Citizenship, work requirements minimum of 25 hours, everyone on managed care, & a 90 day retroactive period

3. Public Comments
   Conference call is acceptable for members unable to attend session.

4. Adjourn: 1:35 PM

Next Meeting:
Things to consider for next BOH meeting agenda:
• BOH meeting place, time and accessibility
• Department PMQI Project Updates presentations