



**MAHB Executive Committee
Quarterly Board Meeting Minutes¹
February 26, 2020**

Location: Olde Colonial Café, 171 Nahatan Street, Norwood, MA 02061

Time: 6:00PM – 8:30PM

Present:

Executive Committee Members: President Marcia Testa, Joan Jacobs, Treasurer and Acting Secretary/Clerk, Marcia Rising, John Dougherty, Edward Cosgrove, Christopher Quinn, Laura Housman and Ray Considine.

Associate Members: Mike Hugo and David Alper

Staff: Cheryl Sbarra; Elaine LaCoursiere; Johanna Hayes

Absent: None

- 1. Arrivals, Food Orders, Social: 6:00PM – 6:30PM – All**
- 2. Official Call to Order**

President Marcia Testa called the meeting to order at 6:30 pm, February 26, 2020. The Executive Committee approved the minutes of the previous meeting held on November 20, 2019 with a few suggested changes. These changes were made and filed. The Agenda for the meeting can be found in the Agenda Attachment

3. Approval of Minutes from November 20, 2019 Executive Board Meeting

Minutes from the Q2 FY2020 were emailed to Board members at 11:00AM on 2/26/2020. Approval was given contingent upon a few typos was granted. Final approval would be voted upon at the next Executive Committee quarterly meeting.

4. President's Report

Testa covered the following topics in her President's Report:

a. MAHB Staff and Office Infrastructure Building

Testa gave updates on building the MAHB office and organizational infrastructure along with a brief review of the history regarding moving the corporate office and associated general services from a single-room, home office to an official office building and suite at 20 Walnut Street, Suite 110, Wellesley Hills, MA under a co-share agreement with Phase V Technologies, Inc. She also referred back to the most recent prior 11/20/2019 Executive Committee Meeting minutes pointing to statement:

¹ Please note that text that appears in italics preceded by "Note for further clarification" has been inserted for clarification when transcription/recording was not clear or when reference to an undefined term was made.

“All active transition services from the period March 1, 2019 through November 20, 2019 were being funded by Phase V Technologies, Inc. Starting December 1, this would transition over to a services contract that includes a co-shared sublease agreement as *soon as the* appropriate funds could be identified, and services could be outlined and estimated. Testa stated that at least 8 -12 weeks would be required to perform the needs assessment based upon information to be collected between January and March 2020. Testa reported that the responsibilities assumed by the current Executive Director were inventoried in order to parse them into the different categories as detailed in Attachment and broadly classed into: 1) fiscal services; 2) general technical services; assistance to the Executive Committee; communications (e.g., Constant Contact); websites server and domains; hiring and supervision; certification program; grants and contracts; DPH Region 5 HMCC contract. A detailed listing of these issues is given in the attachment.”

(Refer to: November 20, 2019 Exec Committee Meeting Minutes)

MAHB Leased Staff and Contractors

As part of the needs and infrastructure assessment being undertaken as referred to in the 11/20/2019 minutes, Testa introduced Johanna Hayes, a Harvard-trained Masters level epidemiologist, with over 30 years of experience in project management, teaching, evaluation and research. Testa explained that Hayes was recently hired by MAHB as through Phase V Technologies, Inc. which is located in the same office suite as MAHB. She was hired temporarily to assume some of the responsibilities previously held by Marcia Benes, the past Executive Director and as identified and reported at the last quarterly meeting— see minutes for 11/20/2019 Executive Committee Meeting Minutes. She also assumed responsibility along with President Testa for supporting the continuing needs and infrastructure assessment and what is being called “General MAHB Infrastructure and Support Services, including:

- MAHB Infrastructure, documents and systems organization needs assessment
- Contracts and project administration
- MAHB membership database and communication
- Annual certificate educational program organization
- Supporting MAHB website content
- Providing public health epidemiology and public health technical assistance as part of the MAHB Help Desk Services

Testa reported that a preliminary audit of MAHB records, documents, databases and online archives had been conducted. Based upon what was identified, it was determined that additional assessment and archiving would be needed requiring a complete review of all databases and records including over 40 file boxes of paper documents. Scanning and organizing of documents into electronic file folders was ongoing. Starting on January 13, 2020, Hayes conducted further infrastructure assessment and begin building new systems and reinforcing old systems. Her labor time is tracked through the Phase V online system using project- and task specific

categories in the time-tracker software program “ebility”. It was asked what this system looked like. *Post-Meeting Follow-up answer to question – Attachment A shows a screen shot of the ebility time tracker.* **Hayes** explained that the time-tracking is based upon two categories - Project and Work Tasks. The “Project” is determined by a specific Scope of Work (SOW) and the within that Project there are job task categories explaining the type of task performed within that scope. Each project is added to a Phase V Masters Services Agreement.

Testa reported that the language of the MAHB – Phase V MSA and specific SOW for the MAHB General Services are developed based upon the required job task and needs assessment findings. There are currently two SOWs under development. SOW 1 provides for office space and associated utilities and amenities and SOW 2 provides for general administrative (cost of doing business), office and MAHB member-directed services (membership data base, certificate program planning) that are typically not part of a contract with an outside agency project Tasks were divided initially 1) general support and office services, 2) membership and members database creation, 3) technical and administrative support services and 4) special project and contract labor services. The latter category would be further divided into special projects if the need for more specific labor arises. It was decided that the first priority would be to concentrate on areas 1 through 3 with her labor distribution approximately 20%, 40% and 40% for tasks 1, 2 and 3.

In addition to Hayes, Testa also described the role of Lynda Ritacco, another leased staff member, who would be providing coverage for clerical services, filing, scanning, bill receipts, mail, reception, phone, on-call help desk attendant coverage and triage at the corporate office based at 20 Walnut Street, Wellesley, MA. Lynda started officially on January 13, 2020. Testa also described the continued work of Maxwell Su, Sc.D., an independent contractor, who has been providing the transition of all technology, server, domain, website services since March, 2019. Both Linda and Max track hours and tasks using the same online reporting ebility system as described above.

Testa reported that she would prepare an accounting of hours and Tasks through the end of March 2020 and schedule a special meeting and subcommittee to show the distribution of labor and needed tasks for continuation of infrastructure building and the Board would review these as part of a Sub Committee and present to the full Committee. If approved, MAHB would contract with Phase V Technologies providing a Masters Services Agreement with a Scope of Work #1 for rent and office utilities and amenities (e.g., phones, internet, conference rooms, library services, cleaning, parking, etc.) and a Scope of Work #2 MAHB General Services. The special meeting would be scheduled for the beginning of April after more hourly tasking data could be collected.

David Alpert commented that “exposure” has not been filled properly – with not-for-profits – I have not seen anything that rises. The thing that we have to do is to find where everything is. Commbuys? I cannot find minutes.

Testa stated that going forward minutes will be in a structured format and posted on the MAHB website.

Testa covered additional examples of ongoing infrastructure and descriptions as given below:

Membership, Constant Contact Databases and Website Portal Update

Testa reported that **Johanna determined that the membership portal was completely out of date.** **Testa** commented that this is one of the most important tasks under general services since according to the MAHB Articles of Organization, we have to determine the class of membership (regular, associate, or honorary) – that is, who our “regular” voting and non-voting (associate, honorary) members in good standing are. MAHB has a member-managed organizational structure where only members are authorized to both serve as and elect board members and officers, and vote on changes to bylaws. *Note for further clarification: “Regular members in MAHB are members of “member boards”, shall mean health boards, selectman acting in that capacity, health commissioners, or any other legal entity established under Mass. Gen. Laws....”.*

“The term member in good standing shall mean a member of any member board which is not more than one year in arrears for the payment of dues. Each member board and each member of the Executive Committee shall be entitled to one vote at any meetings of the membership.” - Sheet 3a, Articles of Organization, 9/23/1982

Johanna Hayes reported that a review of the membership database which she had Max extract from the source files on the old Linux server consisted of 3,143 individuals, 785 had no town affiliation and towns often just listed their health department staff, not BOH members. In addition, of 83 names listed as BOH members, only 29 matched current town listings. She and Lynda are going through the websites of all 351 towns to find at least one contact person and the names of regular members as defined in the Articles of Organization – see definition of “Regular Members” in the original Articles of Incorporation.

Cheryl Sbarra mentioned that Ron O’Connor has a contact list. He tries to update his list every two weeks as a group email.

Hayes pointed out that Ron’s list might not get to all the BOH members, overall BOH email – might only go to the BOH Chairman, but if that person is no longer on the BOH then the communication does not get through. Various committee members (collectively) agreed that this needs to be remedied.

Marcia Rising stated that Stowe should be up to date.

Elaine LaCoursiere stated that the HMCC grant has an updated list of Region 5 with 96 towns, add another 23 on to the 96 for the Cape and the Islands should have a total of 113 towns that could provide updated information. She stated that she was meeting tomorrow with Crystal and Danielle to go over the list.

Testa stated that the Newsletter Constant Contact database included 2,000 email addresses of which 550 were non-existent or rejected over 3 times as non-deliverable.

Ray Considine stated that his email was wrong and that his picture and write-up was not posted on the website. He asked how does he request a correction/update. **Laura Housman** mentioned that his picture and write-up were posted on the new website.

Testa said that people should email office@mahb.org to make corrections if necessary.

Testa described some of the MAHB website enhancements such as sliders, posts and linking to DPH and CDC website for dynamic content.

Other topics in the report included:

- a. **2020 MAHB Certificate Program – October 17th, Blue Bonnet's Event Room, Northampton, November 7th, Holiday Inn, Taunton; November 14th, Marlborough, Holiday Inn.**

Cheryl Sbarra reported that the Certificate program dates would be November 14, 2020 and October 17th. She said that we will figure out Northampton. Charlie Kaniecki (*Public health officer, MDPH for over 30 years*) could participate in the Western Mass Public Health track for which there is only one track.

David Alper described the WMPH track-- One huge room. Not like the hotels, like we have for the other sessions.

Considine asked about Laura Kittross *Note for clarification. Laura Kittross Berkshire Regional Planning Commission, Manager, Public Health Program Director, Berkshire County Boards of Health Association Director, Berkshire Public Health Alliance.*

Multiple tracks are not done in Western Mass. Great for new Board Members. Little too early to determine what the content will. We will need to wait for content. That is the update on the Certificate.

b. Web-Site and Help Desk Updates

Various Conversations interspersed throughout the presentation of Help Desk Case Studies

Mount Washington – legal cases – Can the Selectman decide that they can run the Health Department? Agent working for the BOH, husband, a selectman.

Martha's Vineyard Shared Services Grant Proposal: Started with a call from Oaks Bluffs. Shared services grant applications was due 4:00 PM but was extended– being written by Testa and Hugo. Idea began with Megan Lancaster from a call that came in through the Help Line asking “Can Selectman pass a ban on plastic bottles?” Then she said that they did not even consult with her as the Health Director prior to passing the ban. Testa suggested that she try to write a shared services grant. She stated that she did not have the time, so Testa volunteered MAHB to help them. Mike worked on this starting just a week ago. Last Wednesday, Mike and 18 members of Martha Vineyards

BOH – Health Directors met in NV. Island has 10,000 people during non-summer months, and they have up to 200,000 people in the summer and over 300 restaurants across 3 towns. They only have two certified inspectors that they share – still have to do all of the beaches, and other inspection tasks in addition to restaurants. Mike stated that the Islands were like Maine. Island has 80 deer per square mile. Deer tick issue is a plague. They have a biologist that deals with their deer ticks and mosquitoes. Fall hunt, dress the deer for 50% of the deer, use for pantry food services. Proposed State Shared Services grant would fund inspector and biologist. Only talked to the directors. Hugo felt that there was a national that the Health Directors are taking over the legal authority of the BOHs rather than acting as their agents.

Westport Animal Abuse case in 2016. Livestock – Menedez tenant farm. After three years the BOH passed a regulation to require residents owning farms to obtain a permit from the BOH. *Note for clarification. No person shall own or operate a tenant farm or a plot on a tenant farm within the Town of Westport without a valid tenant farm permit issued by the Board of Health. Permits shall be valid during the permit year issued unless otherwise revoked by the Board. A permit may be renewed annually upon application, provided that the applicant is then qualified to receive a permit and the premises for which a renewal is sought are suitable for such purpose. The Board of Health may require approval from the Town Building..... see https://www.westport-ma.com/sites/westportma/files/uploads/tenant_farm_req-final-eff_3-01-19.pdf* The town is appealing to have that regulation removed by an override through a change in the Bylaws.

This morning, the change in the Bylaw is going to the Attorney General. Member asked “Can we write something to the AG.” **Cheryl Sbarra:** There are certain things we need to make – Cheryl. The last email that went on this issue. Do not weigh in legally. One thing to look at. What can we do and what can’t we do? There are not a lot that come in front of use requiring legal education and technical assistance. There has not been a case where the town has been able to overturn a BOH regulation. Might be useful to use as general education public health programs.

John Dougherty. Their Town Council and came up with what I thought was the logical response and explanation of Chapter 11 – talked to Brad several months ago. Write an Amicus Brief. Westport does not have the money – they did not know if they can do this. Cheryl – for new folks – we can recycle – what we do for Westport. I thought we had the authority, but the Town Manager, Selectman think they have the authority.

Other topics discussed. The Wellesley case concerning a complaint from a Restaurant Owner. Issues in Plymouth and Bourne – Mike, Cheryl, turbine years ago – nuisance – flickers give her headaches and the . John - windmill – constant flickering, triggers a seizure. I think that this lady was complaining about migraines.

David Alpert: Discussion about turbines, flickers, tinnitus, **Laura Hausman,** suggest mining of the Support tool – your membership dollars at work. Add a Frequently Asked

Questions page of the website. Utilize Institutional memory. People who we help, to Laura's point, -- they were not getting the message – good to market.

Testa: Some of the other issues that came up through the help desk were from restaurant owners, the general public, people complaining about dumpsters, bloody bandages in trash bins, etc.

Sbarra stated that MHOA – has a Help Desk – there is this divide between MAHB and MHOA. MAHB should try to foster the relationship.

Considine asked about how we got asked to work on the Shared Services grant. Discussion of little plastic bottles. Marcia re-reviewed the Oak Bluffs helpline call (see above).

2. Treasurer's and Financial Reports – *Rising and LaCoursiere*

a. Status of Annual Audit, Year to Date Profit and Loss Reports

Elaine LaCoursiere reported that she wanted to have the FY2019 end report ready but the Accountant, **Mike Nelligan** of Powers & Sullivan, LLC was not finished with the year ending June 30th, 2019 financials – it would take another few days. This audit is required by the HMCC contract so the cost of the audit—end of year accounting and report of \$12,000 is paid for out of the indirect costs of the HMCC contract. This amount has been the same for the past 5 years. He was originally recommended because the Town of Westwood used him and Marcia Rising had done a review of many potential companies and Power & Sullivan, LLC came with high marks. He has been doing the MAHB for many years. For many years you have seen this Financial Audit document. He goes above and beyond – I wanted him to talk to the Board if needed. He goes through all the accounts. – 8 – 10 years. Going back and gets everything done. The UPS box has all of the paperwork and I have to sign off and they gave me instructions. They I get a box of reports. She sign all contracts, So what I did send around is the profit and loss, HMCC – comparison with the office – there are two different banks. You have to use the same ID number – Citizen's bank account. HMCC – one of the things I did want to mention is that we are level funded for next year' HMCC Budget – we are going to be getting the same amount of funding next year. There are five – Coalitions, Bristol, Plymouth, Cape and Islands, MRC's

Testa gave a bit of background about the HMCC-PHEP preparedness funding. ASPER funds the Hospital grant and CDC funds the PHEP portion to the Sates that funds the local BOHS PHEP goes back to 2004. The entire U.S. program receives around \$660,000,000 annually for public health and emergency preparedness that goes to the states.

Regarding the HMCC-PHEP contract **Testa** commented that one of the main deliverables was to train on the capabilities. **Testa** described a study that she had directed at Harvard with the National Academies of Science, Engineering and Medicine. What they found out was the of the 15 capabilities consisting of 69 practices, the

practice that was the most lacking in scientific evidence was Capability 11 - Non-Pharmaceutical Interventions within the Practice 3 -- Social Distancing, Isolation and Quarantine. She reported how this lack of evidence could seriously impact the Corona virus response and mitigation. **John Dogherty** mentioned what we put out the same stuff – what really works, what changes people’s behavior. They all go to work when they are sick.

Elaine LaCoursiere responded to questions on the financials. She answered that we do not get paid for the full year from the State all at once. This report does not give you the full picture. The budget that I submit to -- \$385,000. Rent comes from Barnstable. Fixed unless you as an entity registered. \$296,000 – we cannot get it into an interest bearing account. I don’t think that is prudent -- according to Elaine Sullivan the State finance person. Trying to generate new money.

Group - Looks like we lost \$3,033 on Certificate Program. Dawn Silber from MHOA she did not realize that we did Certificate Programs. They were not publicized. We have to do education. We (Board members??) are not salaried employees.

Elaine LaCoursiere I just wanted to mention – the Consolidated Report. Because that has to be done manually from Quickbooks putting it into an Excel spreadsheet. We cannot put them together in Quickbooks. It almost like separate companies. As soon as we have some more help we could revamp the accounting structure. Particularly IAdmin. We have to keep these discrete – need a better planning tool.

LaCoursiere: Salary - We may be losing money with the Admin (i.e. Overhead). What we are able to do by XYZ – we do not take all the Admin. now able to come up, with my Admin

Sbarra –Mentioned spending down accounts and regionalization.

3. Director’s Report (Policy and Law and Other Executive Admin Functions) –

Sbarra: SAFE bill passed. I put together my monthly activity report since the last minutes, you can look at that and then highlight. Grant was increased -- increased by \$100,000. Legal TA grant was increased as well. Asked Ron I would like to stop doing what I am doing with Chronic Disease and I would like to be paid out of the line item I should be paid. Grant \$100,000 for – 2 days. Both increased Admin for MAHB. Spend some of it. Actual ADMIN and what the actual ADMIN is. Consultant. I hired someone to do the work I was doing \$50/ hour. He’s great – he is doing the Chronic Disease. I put the amended contracts in the back of this, what the contracts are and what the amendments. The legal handbook, Mike has done an amazing job. Cheryl created some new chapters. It is pretty much done. Agriculture chapters. Formatting – ebook as well – Amazon or Kindle. That is not the way people are reading things, dying to get it. When is the Legal book – work on the shared grant.

4. Appointment of currently vacant MAHB Officer Positions

a. Executive Level – Secretary, Vice President

Joan Jacob was nominated to serve as Clerk/Secretary filling the position that had been vacant since Richard Edgehill left the position in 2016. The Board voted unanimously that she serve as the Clerk/Secretary. Christopher Quinn was nominated to serve as Vice President and the Board also voted unanimously to have him serve as Vice President.

Conflict of Interest Issues

There was a discussion regarding Hugo's participation as an Associate member of MAHB and at the same time being a paid consultant of MAHB.

Considine stated that he thought that this issue should go to an independent attorney stating that there was an issue of conflict of interest. Others agreed. However, it was pointed out that the Bylaws clearly allow that members and officers may be paid for reasonable compensation and that Hugo 1) not a voting member of MAHB and as such he was a free agent and 2) \$50/\$60 reasonable compensation (below market value) for this type of consulting. Considine stated that Hugo could resign from the Board and become an employee. Again it was stressed that Associate members could not serve on the Executive Board or be Officers since by the Articles of Organization and the types of members, only members of member Boards or legal equivalent, (i.e., Health Commissioners, and Officers) were eligible to vote and hold office, and therefore there was nothing to resign from.

5. Member Reports

a. Bylaw Subcommittee Report – *Hugo , Alpert, Considine, Cosgrove*

David Alper: My fellow members please jump in. (*see handout he previously emailed*)

“What are we doing, where are we going, we are floundering – what did I do?. My intent was to reformat the structure of what we are. We knew that we had responsibilities – we were not going to come back to the table – we have a Board Meeting with a one agenda item. To facilitate that going to have a subcommittee – small group of people to chew on – Ed, Ray, Mike and David. – Newest member is Ray. And Ed *longest member*. Extremely productive – not going to go through everything. I still firmly believe that we have to answer “Who the hell are we and what do we want to be”

On the first page – need to realign – a solid mission statement. Once we define our Mission and business model. What do you envision for MAHB? I would like to give everyone time to reflect -- take 15 minutes for the future of the organization. When you were asked to join this Board – what were you eager to do? This can guide us. Along those lines, we looked at the meeting – wonderful meal, let's put the cost of this completely asside. We still kept getting interrupted. Taking it back from the police department. We should not keep doing this. Walk in – about the meeting. – Without interruption. Set a calendar for the year. Everyone around this table. A lot easier if we could look down the road. A meeting a month. Having two-three months gaps. On Page 3, Ray felt as strongly as I did. In addition to being a committee ... Every member of the Finance, Policy, Governance Standing Committee that report to these meetings.

This is not a new concept. ... Went on to talk about MPHA as becoming the preeminent association in Massachusetts, NALBOH – there is always a lot of impediment. APHA is not that strong. We can be who we want to be.

Hugo. Adopting best practices; You have a heavy, workload. I read over that seven pages that I wrote – when I read it – we have come a long way. The one thing that I said to the other three guys. Are we moving the needle forward and how are we going to go forward? Our Newsletter – I want to know it goes to the Board. Nobody around this table – everybody sitting here came to work. I also feel that they have work to do. Making subcommittees – Chris former President.

Christopher Quinn: a lot has been done recently – difficult questions or new questions. Getting these lists – we have to know who we are talking to – they have to know us. A lot of institutional memory– how do we codify that or make that available in a more structured way?

Dougherty: I think primarily this is an educational organization – that’s important. That – our goal is to be the “go to” place for Boards of Public Health.

Jacobs: MHOA now is the time and opportunity. My big thing is I want to see MHOA and MAHB collaborate more.

Cosgrove: I agree with everything you said. – MHOA and MAHB. Between the Health Officers and BOH. I was Dawn’s supervisor 100 years ago. MHOA – no reason we could not have a liaison. MAHB has had members who have attended their meetings over the years.

Hugo: Dawn told me -- You never have invited me – you never asked us to present. Ed and I both assured her that there was Discussion about working together between MHOA and MAHB. Boards and Health and Health Officers.

Trying to combine the conferences – Health Officers – BOH members – have to go on a Saturday if they can do it. Half a day on a Saturday. It is the Directors that go to their conference.

Their MHOA Board of Directors and MAHB BOH . Framingham has the Division of Health – that is state MMA – from MMA have the discussion -- how to give more power to the Health Directors.

Alper: I would like to propose two things – five bullet points. Where do you want to see where this organization is going? Where do you what this organization to go? Restructuring of who and what we do. We should start with the Articles of Corporation. Having a strong national organization. NALBOH. They know that this is – Executive Director of NALBOH. They will not have an operationalize role.

- b. Mass Association of Agricultural Commissions Annual Meeting in Marlborough (2/22/2020) - **John Dougherty**

Needs. Mass Association of Agriculture meeting – I asked would they be willing to talk about glyphosates (*Note of clarification – At Certificate Program*). Glyphosate is an herbicide. It is applied to the leaves of plants to kill both broadleaf plants and grasses. The sodium salt form of glyphosate is used to regulate plant growth and ripen specific crops. Talked about relationships with BOH – and Agricultural Community. Trying to get the Ag Committee more involved with BOHs.

c. NACCHO Week of Congressional Action Meeting¹ - Hugo and Cosgrove

Mike Hugo speaking about the Municipal Conference....I (**Sbarra**) am a certified site 1982, BU school of public health. \$298,000 MTCP, \$98,000, \$100,000 so that I can do two days per week. The SAFE bill. We are aligned to take advantage. MAPC for Metrowest <https://www.mapc.org/> is trying to get all of these. Cheryl has talked with Ron. They are thrilled that we can staff up. Unbelievable opportunity. Passed the 1.7 million \$ budget. MAPC? -- we are the “M” that should be doing that Cheryl – tell the folks what the provisions are. The one that just passed – we were speak with DeLeo – ended on the floor today. All of a sudden. MPHA – said it is coming out this afternoon. Old isolation and quarantine. We are the first that -- interact with Phoebe Walker. They said – he has put it on the Agenda – it is going to pass. We have a meeting in a week.

Hugo met with DeLeo – thank you profusely. Tammy called that it (SAFE) is coming out for a vote. Copy, perfect – only time add Triple. SAFE -- it will fly – the action is to us == **what is the H4503** <https://malegislature.gov/Bills/191/H4503>– What it will do - be to encourage City’s and Town to share services. Also, will require workforce qualification and training. Training Staff and it will require for DPH to come up with Work force credentials.

Lengthy group discussion on SAPHE.

Discussion about SAPHE Funding option – \$1.7 million. Lots of simultaneous talking about this. Ed (*Cosgrove*) and I (*Hugo*)met today with Joe Kennedy and very refreshingly listened about, met with Ed Markey staff, Katherine Clarke – with HHS, met with Elizabeth Warren’s staff -- \$1,000,000 fund to serve two year – tuition reimbursement bill. EW will probably be one of the sponsors. On House side Katherine Clarke. Then they go and practice. They should do more than two years.

Cosgrove– how hard it is to hire coming after school. Some of the smartest students – I am getting back an additional \$50,000 back on my bills. The other (2022) increase CDC budget. Bring it up to 2008 levels because it was slashed. A third item that just escaped me right now. Talked about COVID19 virus. Nobody there who is not talking about it.

Did anyone make a comparison between < 25 cases and 1 has died (February 27, 2020).

Hugo: -There is another item – they are going to announce doing away with the ten essential services – they are going to revise the wheel. **Sbarra** – that has been gone forever.

Housman: One keep – Colorectal cancer – has not changed in ten years – Exact Sciences. The best test is the one that gets done. May 2020 – Colorectal cancer – when they are caught are at stage 3 and 4. Is there an opportunity for us as MAHB to remind people about colorectal screening. We have personal stories. – at age 87 – diagnosed mother. Colorectal – how good is the Colorguard? 94%, 99% predictive value. DNA test. People just keep putting off. Color guard is every three years. Every year for ten years – a fit test every year

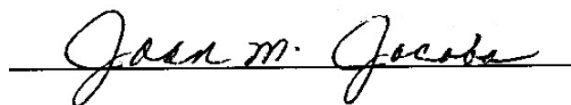
Old Business: Discussed through meeting as described above. .

New Business: Town of Westport BOH vs Town Meeting Decision to pass bylaws rescinding Animal Registry. Colorectal screening at discussed above.

Meeting Adjourned: 9:00pm

Marcia Testa announced the meeting adjourned.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Joan M. Jacobs", is written over a horizontal line.

Clerk

Approved June 11, 2020

Attachment A – Screenshot of ebility time tracker.

Weekly Timesheets | Manage My Entries | Manage Team Entries | Approvals | Lock Time Periods | My Daily Entries

Timesheets for: **Johanna F. Hayes (1031) - E...** | On Week: **02/03/2020 - 02/09/2020** | **Current** | [Customize timesheet](#)

Timesheet Version Display: **New** | **Classic** | **Sho**

Customer	Service Item	Mon (02/3)	Tue (02/4)	Wed (02/5)	Thu (02/6)	Fri (02/7)	Sat (02/8)	Sun (02/9)	Totals
Massachusetts Assoc. of Health Boards:20003 SOW #2 General Tasks	MAHB General Office	1.50	1.50	1.50	2.00	1.50			8.00
Massachusetts Assoc. of Health Boards:20003 SOW #2 General Tasks	MAHB Membership Services	3.50	3.50	3.50	2.00	4.00			16.50
Massachusetts Assoc. of Health Boards:20003 SOW #2 General Tasks	MAHB Tech Services	4.00	4.00	4.00	4.00	4.00			20.00
No Job Assigned:Administration Office	Meetings/Teleconferences:Staff Meeting			2.25					2.25
No Job Assigned:Administration Office	Administraton Office	1.50	1.50	1.25		1.50			5.75
No Job Assigned:Leave-Vacation/Sick/Holiday/Party/Snow/Et	Leave Time:Sick Time				2.50				2.50
No Job Assigned:Marketing General	Marketing In General	1.50	1.50		1.00	1.00			5.00
Customer	Service Item								0
Totals		12.00	12.00	12.50	11.50	12.00	0	0	60.00

Totals by Type: **Pending: 0.00 Hours** | **Submitted: 0.00 Hours** | **Approved: 60.00 Hours**

- Click to Add More Rows - | [Copy Last Timesheet](#)

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