



**CITY OF BURLINGTON
BOARD OF HEALTH**

645 Pine Street, Ste. A | PO Box 849
Burlington, VT 05402-0849

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BOARD OF HEALTH

David Casey, RN, Chair; Mary D. Hart, RN; Julie Hathaway, MD, PhD; Taylor Newton; Caroline Tassey, APRN

HEALTH OFFICER

William Ward, Director of Permitting & Inspections

The mission of the Board of Health is to educate the citizens of Burlington and to promote, improve, and protect their health and well-being while contributing toward building a health community and environment in which to live.

**AGENDA FOR REGULAR MEETING OF THE
BURLINGTON BOARD OF HEALTH
Main Conference Room, 645 Pine Street
Thursday, 12 September 2019 at 6:30 PM**

1. Approvals
 - Agenda
 - August 2019 meeting minutes
2. Public Forum / Emerging Issues
3. Discussion on Hepatitis A prevention
4. Marijuana legalization info card
 - Dispersal and presentation to the public
5. Deputy Town Health Officer Nomination – Recommendation of Matthew Perry by Town Health Officer William Ward
6. Chair's Report
 - Schedule next school safety review
7. Public Outreach / Communications
 - Language for Front Porch Forum update
8. Next Meeting – currently set as 10 October 2019
9. Adjournment

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David Casey, MA, RN (**Chair**); Mary D. Hart, RN; Julie Hathaway, MD, PhD; Taylor Newton; Caroline Tassey, APRN

HEALTH OFFICER

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**DRAFT MINUTES FOR REGULAR MEETING OF
BURLINGTON BOARD OF HEALTH
Main Conference Room, 645 Pine St
Thursday 12 September 2019 at 6:30 PM**

Attending: *David Casey; Mary Hart; Julie Hathaway; Taylor Newton; William Ward (arrives at meeting at 6:32 PM); Steve Cormier, Board of Health Administrator*

Absent: *Caroline Tassey*

Meeting called to order by Chair Casey at 6:34 PM

AGENDA ITEM	DISCUSSION	ACTION TAKEN
1. Approvals Agenda August 2019 meeting minutes		Mr. Newton made motion to accept agenda. Mrs. Hart seconded. All in favor. Dr. Hathaway asked that her name be removed from, "Chair Casey and Dr. Hathaway comment about a possible clinic being put on at Vermont Cares," under Agenda Item 6 as she did not comment on this point.

		Mr. Newton made motion to accept minutes as amended. Mrs. Hart seconded. All in favor.
2. Public Forum / Emerging Issues	The Board and staff made introductions, with members of the public introducing themselves: City Councilor Adam Roof – Ward 8.	
3. Discussion on Hepatitis A prevention	Chair Casey commented on city policy concerning public restrooms. Councilor Roof commented on several issues: public restrooms being an important issue which is not getting enough attention; the ongoing discussion which includes families, residents, and visitors to the city; medium term solutions such as extended City Hall hours and public funds being used for an accessible bathroom in the redesigned City Hall Park; working with CEDO, DPW, and Parks to make a list of currently available facilities; looking to the Board of Health to help facilitate longer term solution. Chair Casey commented on the Board being a potentially good leader in this ongoing effort. Mr. Newton and Councilor Roof commented on where the “Report on Public Bathroom Access in Burlington’s Downtown, Waterfront, and City Parks” left off and one of the biggest issues being safety and staffing. Councilor Roof commented on his belief that the Board would find a real partner in the business community concerning this issue. Mr. Newton and Councilor Roof commented that the Board should create a plan on how to	

	move forward with this issue. Mrs. Hart and Councilor Roof commented on public facilities being a part of the reworked City Place plans. Councilor Roof commented that he would be a continuing partner of the Boards going forward with this. * * * * * Director Ward commented on the hiring of Cara Simoneau to be the newest staff member of Permitting & Inspections. Ms. Simoneau will start work on 18 September 2019 and will attend the October Board meeting with outgoing Board of Health Administrator Steven Cormier, taking over that role from Mr. Cormier. Mr. Cormier will be moving into his new role as Housing Administrator for Permitting & Inspections.	
4. Marijuana legalization info card • Dispersal and presentation to public	Chair Casey commented on needing to complete the letter to businesses and reaching out to the Mayor's Office concerning the card. Director Ward commented on discussing the card with other departmental directors. Chair Casey commented on Coalition Director Mariah Sanderson of Burlington Partnership for a Health Community wanting to have a conversation with the Board about the card. Mr. Newton commented on getting together a timeline for card distribution.	

5. Deputy Town Health Officer Nomination – Recommendation of Matthew Perry by Town Health Officer William Ward	Director Ward introduced the <i>Support for Deputy Town Health Officer Matthew Perry</i> to the record. Chair Casey and Director Ward commented on the possibility of eventually including Trades Division staff as Deputy Town Health Officers.	Mrs. Hart made motion to approve nomination of Matthew Perry as Deputy Town Health Officer. Dr. Hathaway seconded. All in favor.
6. Chair's Report Schedule next school safety review	Chair Casey yielded time to Mrs. Hart. Mrs. Hart commented on the Board doing more about the issue of vaping as it has been in the news. Chair Casey and Dr. Hathaway commented on looking into what other communities are doing, what exactly people are finding out about this subject, and assisting others in this community in what they are doing. Chair Casey charged Mrs. Hart with looking more into this matter.	
7. Public Outreach / Communications Language for Front Porch Forum update	Mr. Newton commented on having Dr. Hathaway write a post concerning vaping in conjunction with the recent statement by the Center for Disease Control and Prevention (CDC)	
8. Next meeting – currently set as 10 October 2019		
9. Adjournment		Mrs. Hart made motion to adjourn. Mr. Newton seconded. All in favor.

Meeting adjourned at 7:53 PM

**Permitting and Inspections Department**

645A Pine St, PO Box 849

Burlington, VT 05402-0849

VOICE (802) 863-0442**FAX: (802) 652-4221**

To: Burlington Board of Health
From: Bill Ward/Town Health Officer
Date: September 12, 2019
Subject: Support for Deputy Health Officer Matthew Perry

Requested Board Action:

Vote to support the appointment of Inspector Matthew Perry as a Deputy Town Health Officer.

Background of Town Health Officer process

Vermont Town Health Officers and Deputy Health Officers are appointed by the Vermont Commissioner of Health for a 3 year term. The appointment process for a Town Health officer requires the signature of approval from the Chair of the Town Select Board or City Council President in Burlington's case. The appointment process of Deputy Health officers requires the signature of approval from the Chair of the Local Board of Health. Burlington is currently served by the Permitting and Inspections Department staff that is appointed to the following positions:

William Ward – Town Health Officer
Patricia Wehman - Deputy Health Officer
Steven Cormier – Deputy Health Officer
Kimberly Ianelli – Deputy Health Officer

Ted Miles – Deputy Health Officer
Timothy Ahonen – Deputy Health Officer
Ita Meno – Deputy Health Officer

Relevant Vermont statute

Title 18 Chapter 11 Section 601 - Local health officials

(a) The commissioner shall appoint, upon recommendation of the selectmen, a local health officer for each town or city and the commissioner shall give such officer a certificate of appointment. The commissioner may appoint one or more deputy local health officers for a town or city upon written request of the local board of health. In case the selectmen neglect or refuse to recommend to the commissioner a local health officer, the commissioner after thirty days' notice in writing to the selectmen shall appoint a local health officer.

Deputy Health Officer Matthey Perry

Mathew Perry has been an employee of the City of Burlington since June 22, 1998. He has worked for the Code Enforcement Department since September 3, 2003 where he has served as a minimum housing inspector. His current duties include zoning site inspections and Minimum Housing inspections.

Inspector Perry is a dedicated public servant who regularly performs a significant number of inspections in the City of Burlington with a high degree of professionalism. His record demonstrates his commitment to the city and his sincere interest in the health and wellbeing of the citizens of Burlington. His term as a Deputy Health Officer previously expired. I strongly support his appointment for a 3-year term.