



**MINUTES OF HAMPDEN COUNTY HEALTH COALITION  
THURSDAY, NOVEMBER 7, 2019**

**LOCATION:** Pioneer Valley Planning Commission (PVPC)  
60 Congress Street  
Springfield, MA 01104

**CALLED TO ORDER AT:** 10:09 a.m.  
**MEETING ADJOURNED AT:** 11:25 a.m.

**ATTENDEES:**

Soloe Dennis	Deputy Commissioner, Springfield Health & Human Services
Thomas FitzGerald	Health Director, Southwick
Christopher Goshea	Public Health Emergency Preparedness Planner, PVPC
Erica Johnson	Senior Planner, PVPC
Michael Nelson	Regional Emergency Preparedness Coordinator, MDPH
Sherry Petrucci	Public Health Nurse, Agawam Health Department
Deborah Schaier	Public Health Nurse, Holyoke
Tammy Spencer	Co-Chair; Sanitarian, Health Department, Chicopee

**GUESTS:**

Coryanne Mansell	Strategic Services Representative, Center for Eco Technology
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**DOCUMENTS DISTRIBUTED AT THIS MEETING:**

- Agenda
- Minutes of Hampden County Health Coalition meeting, Thursday, October 3, 2019
- HCHC FY 19 Financial Statement for the Month of October 2019
- Informational Flyers: *Wide Area Search Training; Active Shooter Preparedness Workshop; Enhancing Response, Protecting Dignity: Disability Tips and Tools for First Responders*

**1. Meeting Called to Order**

Tammy Spencer called the November 7, 2019 meeting of the Hampden County Health Coalition (HCHC) to order at 10:09 a.m.

**2. Welcome & Introductions**

Ms. Spencer welcomed HCHC members and guests and she asked everyone to introduce themselves.

**3. Approval of Minutes**

Ms. Spencer asked if there were any comments or questions regarding the minutes of the last HCHC meeting which was held on October 3, 2019. There being no comments or questions, Ms. Spencer then called for a motion to approve the minutes of the October 3, 2019 HCHC meeting.

SOLOE DENNIS MADE THE MOTION TO APPROVE THE OCTOBER 3, 2019 MINUTES; SHERRY PETRUCCI SECONDED THE MOTION AND THE HCHC MEMBERS PRESENT APPROVED THE MOTION WITH ONE MEMBER, TOM FITZGERALD, ABSTAINING FROM THE VOTE.

#### 4. Financial Report

Erica Johnson presented the FY 19 Financial Statement for the month of October 2019 which reflects a balance of \$140,821.81. Ms. Johnson stated that she will need to submit a budget amendment by the end of next week. She noted that if HCHC members wish to request any items related to EDS they should send her the product information so that she can include it in the budget amendment request. Ms. Johnson stated that if there are too many requests for this budget amendment she will include them in the next one.

Ms. Spencer then called for a motion to approve the HCHC Fiscal Year 2019 Financial Statement for the Month of October 2019. TOM FITZGERALD MADE THE MOTION TO APPROVE THE HCHC FISCAL YEAR 2019 FINANCIAL STATEMENT FOR THE MONTH OF OCTOBER 2019; SOLOE DENNIS SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

#### 5. Business At Hand

##### a) RecyclingWorks & Food Waste Management

Ms. Spencer introduced Coryanne Mansell from the Center for EcoTechnology (CET). Ms. Mansell explained that the CET is an environmental nonprofit that helps people and businesses save energy and reduce waste. She noted that today she will be talking about RecyclingWorks which is a free recycling assistance program developed by CET for businesses and institutions across Massachusetts that CET administers on behalf of the Massachusetts Department of Environmental Protection (DEP).

Ms. Mansell noted that 30-40% of food is wasted across the country and she stated that the USDA and EPA created a *Food Loss and Waste Reduction Goal* to reduce food waste by 50% by 2030. Ms. Mansell stated that RecyclingWorks is helping businesses comply with the waste ban which states that businesses and institutions should not be sending items such as cardboard, bottles and cans, or food waste to the landfills. She noted that the RecyclingWorks website provides a *Find-a-Recycler* tool for businesses and institutions to help them connect with a recycler or composter and there are also tip sheets, guidance documents and best management practices. Ms. Mansell added that RecyclingWorks also organizes events such as the College University Forums which include topics on how to purchase items that are compostable. They also offer compost site workshops. Ms. Mansell explained that the organic waste ban is for businesses that are generating over 1 ton or 2,000 lbs. of food waste per week such as a small grocery store or college cafeteria. She then talked about the *Food Recovery Hierarchy* which is an inverted triangle created by the EPA that prioritizes food waste production strategies beginning with source reduction and ending with composting.

Ms. Mansell stated that RecyclingWorks created a *Food Donation Guidance* document that covers best practices for implementing a food rescue program which identifies the types and amounts of food that are most likely to be donated. They identify partner organizations, determine storage labelling requirements ensuring food safety, and determine how food will be transported. Ms. Mansell also noted that there are liability protections for food

donation including the *Bill Emerson Good Samaritan Food Donation Act* that protects good faith donors. Ms. Mansell then highlighted some local options for food donation such as The Food Bank of Western Massachusetts which distributes mostly canned items, packaged materials and non-perishable items. She also noted that when a caterer has a surplus of prepared meals, the food can be stored at a safe temperature and then donated to organizations such as Rachel's Table and Lovin' Spoonfuls. Ms. Mansell stated that there are other options such as the MEANS website (Matching Excess and Means for Stability) where a business can announce that they have surplus meals available and then a food kitchen can respond and pick up the food.

Ms. Mansell stated that RecyclingWorks can meet with businesses one-on-one and they also offer technical assistance to compost sites to help insure that the operators are working in good faith. Ms. Spencer asked if there is a way to look at a composting site that is not registered noting that she heard that sometimes this could be a side business of farmers who are not registered. Ms. Mansell stated that RecyclingWorks can help in getting them registered adding that RecyclingWorks is familiar with the permit requirements. Ms. Mansell stated that RecyclingWorks is hoping to do a compost site workshop in western Massachusetts and health officials are invited as well as potential or current compost site operators. Ms. Mansell then provided a map of compost sites in Massachusetts that are registered to take food scraps noting that there are a few sites in Hampden County. She pointed out that there are a large number of sites in Massachusetts as compared to some other states.

Ms. Mansell noted that colleges and universities have dining hall facilities where students and staff want an abundance of options which can result in a lot of food waste, and Recycling Works has helped them implement source reduction programs. Ms. Mansell noted that RecyclingWorks helped UMass Amherst partner with food rescue organizations in the area and helped them to launch a Food Recovery Network chapter. She added that UMass also has a composting program which diverts 1,000 tons of food waste annually. Ms. Mansell then responded to several questions raised by HCHC members. Mr. FitzGerald asked how RecyclingWorks evaluates if someone has exceeded the waste ban. Ms. Mansell stated that they have produced a *Food Waste Estimation Guide* that is available on their website and MassDEP also has a variety of ways to identify anyone who may be exceeding the waste ban. She added that they will send a warning letter and a notice of non-compliance and within those documents they list RecyclingWorks as a resource. Ms. Mansell also asked HCHC members to refer organizations to RecyclingWorks.

Finally, Ms. Mansell talked about the Green Team which is a DEP funded program that is administered by RecyclingWorks. She explained that the Green Team provides resources for K-12 schools in Massachusetts adding that teachers can receive environmental education curriculum in compliance with Massachusetts standards as well as free equipment, materials and rewards. She suggested that HCHC members encourage any K-12 teachers they know to become involved with the Green Team. There being no further questions, Ms. Spencer then thanked Ms. Mansell for her presentation. Ms. Spencer also recommended that HCHC members visit the RecyclingWorks website noting that it is very easy to navigate.

b) LBOH Responsibility & Removal of Deceased Bodies

Ms. Spencer noted that Ms. Galloway had asked her to distribute information about the regulations governing when local Boards of Health can sign off on a cremation. She then talked briefly about the regulations noting that there is a provision in the state code that reimburses funeral homes for up to \$3500 to partially cover a cremation.

c) NPI Project Next Steps

Chris Goshea reported that the Non Pharmaceutical Intervention (NPI) project is underway and he noted that he will be sending out a survey to get a quick snapshot of what HCHC members are doing with regard to NPI in order to obtain best practices and develop a training. Mr. Goshea stated that the survey will most likely be sent out prior to the next HCHC meeting.

d) PHEP FY20 Workplan & Deliverables Update

Mr. Goshea announced that there will be an Incident Command System (ICS) 300 training in the Berkshires in November and again in Agawam in December. He also noted that there will be a Public Information Officer (PIO) course in Agawam on December 9<sup>th</sup> and 10<sup>th</sup>. In addition, Mr. Goshea reported that if there is enough interest in the ICS 100 and ICS 200, Bob Hassett would be willing to provide those classes here at the PVPC.

At this point, Mr. Goshea responded to several questions that were raised about the ICS 300 course. He explained that those who have taken the training and know how to fill out the forms can receive funding following a disaster and he noted that administrative and executive level personnel should take the course. Mr. Goshea explained that when a community is looking for reimbursement for a disaster, if the forms are not completed correctly, they will be rejected. Mr. Goshea stated that the ICS 300 is a 3-day class. Ms. Spencer noted that it is difficult for Board of Health members to justify taking that much time off in order to take the course. She asked if there would be a way to make ICS 300 more accessible for Boards of Health, perhaps as an online component. Mr. Goshea stated that this is the way the course is offered for everyone noting that both ICS 300 and 400 involve multiple days. Mr. Goshea highly recommended the ICS 300 course and he pointed out that there is now an opportunity to take the course locally. He noted that usually it is necessary to drive to the opposite end of the state. However, he asked MEMA to make the course available in western Massachusetts which will be more convenient and less expensive.

As far as other deliverables, Mr. Goshea stated that HCHC is considering either the SNS drills or the table top exercise. Mr. Goshea stated that we are looking at doing a regional table top exercise, noting that he plans to ask some contractors to facilitate it. Mr. Goshea also noted that the state's *Access and Functional Needs Toolkit* to help with EDS plans is now available and Mr. Nelson reported that the document was sent to the HMCC for distribution. In response to a question from Ms. Dennis, Mr. Nelson explained that the toolkit relates to guidance planning for individuals with access and functional needs. Mr. Goshea noted that the EDS planning was updated. He stated that he is in the process of having it printed and he will also send it to HCHC members electronically.

6. News and Updates

a) MRC & PVCOAD Updates

Ms. Spencer reported that the PVCOAD met in September and she stated that they won't meet again until January. She then asked Mr. Goshea to provide an MRC update. Mr. Goshea reported that Longmeadow held a *Narcan* training and Springfield hosted a *Stop the Bleed* training that was very well attended. He also noted that Central Hampden County MRC has done a lot of work towards recruitment. Ms. Spencer stated that Central Hampden County MRC just had its third Open House on November 6<sup>th</sup> in Wilbraham where Mr. Goshea conducted a *Hands Only CPR* training which was well attended. Ms. Spencer noted that in October there was an Open House in West Springfield in conjunction with the Council on Aging and the next Open Houses will take place in Chicopee and Holyoke in January and February where she expects the training will be *Stop the Bleed* or *Hands Only CPR*. Mr. Dennis felt that the *Stop the Bleed* training in Springfield was very helpful and he thanked Mr. Goshea and his colleagues for conducting that training. Mr. Dennis noted that the Department of Public Health in Northampton offers *Train the Trainer* courses which can definitely solidify our member skill set in case of a real emergency. Mr. Goshea stated that there is a *Train the Trainer* coming up in November and there are still openings but certain credentials are required. In response to a question from Mr. Dennis, Mr. Goshea stated that it is a national course that has set standards of who the instructor can be. He noted that adjunct staff can participate but the individual who actually leads the training has to be a clinician. A brief discussion followed about the *Stop the Bleed* training. Ms. Spencer pointed out that there is a lot of interest in the training and it is always well attended.

b) HMCC Update

Ms. Spencer reported that she does not have an HMCC update to report.

c) MCD Update

Ms. Spencer stated that Ms. Galloway did not provide her with a MCD update.

d) Western MA Public Health Advisory Group (WAG)

Michael Nelson reported that the WAG has not met since the last HCHC meeting. He noted that the WAG has scheduled a conference call for later this month to discuss LSAC.

e) LSAC Update

Mr. Nelson reported that the state representatives were asked to leave the room for most of the LSAC meeting in order to allow local representatives to have a candid conversation. He stated that he therefore cannot report on LSAC and he asked Mr. Goshea to provide an update. Mr. Goshea explained that basically LSAC is in a state of disarray and the group is trying to figure out what to do going forward. He noted that some people feel that the meetings are not well attended and there has not been a lot of communication. Mr. Goshea stated that it was suggested that perhaps the meetings could be convened quarterly or once or twice a year to make them more efficient and beneficial. He noted that it was a good conversation that will be continued.

f) WRHSAC Updates

Ms. Spencer referred to two informational flyers she had distributed about upcoming WRHSAC trainings including a *Wide Area Search Training* in Chicopee, December 3-5, and an *Active Shooter Preparedness Workshop* on November 21<sup>st</sup> in Springfield. She also provided information on a conference entitled *Enhancing Response, Protecting Dignity: Disability Tips and Tools for First Responders* that will take place on December 11<sup>th</sup> at UMass Amherst. Ms. Spencer reported that there was a discussion about the *Public Information Message Mapping* which they are planning on presenting to the EMDs at MEMA and she felt that this is a great tool for HCHC members to add to their EDS plans. Mr. Nelson also stated that the group discussed the *Threat and Hazard Identification and Risk Assessment* (THIRA) which is a risk assessment for most hazards within the region.

g) MAVEN Report

Ms. Spencer noted that Ms. Kramer was unable to attend today's meeting so she did not have a MAVEN update.

h) Upcoming Events, Trainings & Exercises

Ms. Spencer asked if there were any trainings to announce in addition to the WRHSAC trainings she had discussed but there were none to report.

7. Other Business

Ms. Spencer reported that the vaping ban has been shortened from 4 months to 3 months, noting that it will end on December 1<sup>st</sup>. She also reported that medical marijuana was removed from the ban. Ms. Schaier reminded everyone to review the flu activity that is posted on the CDC website and she noted that Puerto Rico and Louisiana are experiencing high activity. She also reported that Australia had a very bad flu season and it was necessary to reformulate the vaccine based on what was going on in Australia. Ms. Schaier underscored that everyone should be encouraged to get the flu vaccine. Ms. Spencer noted that it is not as easy to get a pediatric flu shot and she noted that one provider for children is Med Express in Westfield. Finally, as regards Emerging Infectious Disease (EID), Ms. Spencer reported that there is now a special protection unit at Baystate for Ebola patients and she noted that it is the only one in New England.

8. Meeting Adjourned

There being no further business for the Coalition to conduct, Ms. Spencer called for a motion to adjourn today's November 7, 2019 HCHC meeting at 11:25 a.m. SOLOE DENNIS MADE THE MOTION TO ADJOURN THIS NOVEMBER 7, 2019 HCHC MEETING; TAMMY SPENCER SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.