

**Hampden County  
Shared Public Health Nurse Assistance  
Oversight Committee Meeting**

**Community Innovation Challenge Grant FY14**

Minutes

September 9, 2014

Pioneer Valley Planning Commission (PVPC)

Springfield, MA

**Present:** Angela Kramer, Shared Public Health Nurse; Billy Gorman, East Longmeadow Board of Selectmen and Chair of the BOH; Joshua Mathieu, Palmer Board of Health Agent; Nick Breault, East Longmeadow Town Administrator; Lori McCool, Health Agent for Monson and Hampden; Kathleen Conley Norbut, Community Health Educator

**Others Present:** Joshua A. Garcia, PVPC Municipal Services Coordinator; Nikki Nixon, PVPC Public Health Emergency Preparedness Planner; Erica Johnson, PVPC Senior Planner; Joan Langsam, Attorney MAHB

Meeting began at 10:05am

**1. Introductions:**

- Joshua Garcia provided an overview for deliverables completed for reporting period 2 and upcoming deliverables we need to complete for reporting period 3.

**2. Shared Nurse Updates:**

- Shared Nurse Kramer currently is covering MAVEN for the following towns: Brimfield, Blandford, East Longmeadow, Granville, Hampden, Ludlow (as-needed), Montgomery, Monson and Tolland. Kramer requests for communities to call her directly to discuss a MAVEN case rather than sending emails in the effort to make communication much more efficient.
- Kramer is holding flu clinics for the following towns: Brimfield, Blandford, Montgomery, Southwick, Tolland and the Ludlow Boys & Girls Club.
- Other Reports:
  - Brimfield and Tolland are interested in holding a health fair.
  - Ongoing Educational Presentations during BP clinics.
  - Ludlow C.A.R.E.S. Committee looking to stop drug abuse.

**3. Attorney Joan Langsam**

- Attorney Langsam has been hired as a consultant through the MA Department of Public Health to provide technical assistance with drafting an Intermunicipal Agreements for the Shared Public Health Nurse program.

- Attorney Langsam presented information on Intermunicipal Agreements and its various components.

#### **4. Other Business**

- Garcia provided an update with progress on meeting deliverables for the CIC grant. The first reporting period ends June 30th. So far we have been meeting up to the expectations of the first reporting period. The last two deliverable that are currently in the process are the collection of 100% of the MOA's and the collection of the scope of services the shared nurse is to write up with each community she is providing nursing services for.

#### **5. Kathleen Conley Norbut, Community Health Education Coordinator**

- Kathleen presented her goals and objectives as the community health educator for the program.
- Information and resourced were distributed to members so they can bring back to their communities.

Meeting adjourned at 11:30am.