

**CITY OF SALEM
BOARD OF HEALTH
MEETING MINUTES**

July 19, 2016

MEMBERS PRESENT: Dr. Shama Alam, Chair, Nancy Crowder, Paul Kirby, & Jeremy Schiller

OTHERS PRESENT: Larry Ramdin, Health Agent, Erica Rimpila, Public Health Nurse & Heather Lyons-Paul
Clerk of the Board, Joyce Redford Dir. NSTACP, DJ Wilson Tobacco Control Dir., & Asst. City Solicitor Victoria
Caldwell

EXCUSED: Janet Greene

TOPIC

DISCUSSION/ACTION

1. Call to Order

7:00pm

2. Minutes of Last Meeting

(June 14, 2016)

**Dr. Schiller motioned to approve minutes. P. Kirby
2nd All in favor. Motion passed.**

3. Chairperson Announcements

Mary Lauby, new Board Member will be confirmed at the
next City Council meeting.

Conflict of interest certifications for applicable members
are due to City Clerk.

4. Monthly Reports-Updates

A. Public Health Nurse's Report

* Food borne illness update. Case is closed

* ZIKA Virus update

Copy available at the BOH office

B. Health Agent's Report

* The Board congratulated Larry Ramdin on assuming
the post of Vice President for Region 9 of the NEHA.

* 2013 FDA Food Code training will be starting soon.

The Board will need to adopt the 2013 FDA code. L.

Ramdin will provide the Board with a draft.

* Board of Health permit fee structure is being revised

* Trash issue discussion about bulk item pick-up

* Rodent discussion

* Opiate discussion

Copy available at the BOH office

C. Administrative Report

* Larry will provide more info on how the budget works
at the October Board meeting.

Copy available at the BOH office

**N. Crowder motioned to accept the reports. Dr.
Schiller 2nd All in favor. Motion passed.**

D. City Council Liaison Updates

*State Rep. Paul Tucker updated Councilor Gerard on
home rule petition.

*New member will be on agenda for the next City
Council meeting.

*Plastic bag initiative will be on September's committee

meeting.

5. Tobacco regulations draft discussion with Joyce Redford, DJ Wilson & Victoria Caldwell on flavor suspension and suspension language update continuation

* The Board will move forward with the previous edits to section 4 b, suspension language.

* L. Ramdin will post a public hearing notice in the Salem News and send businesses notification.

*Voting on accepting the updated regulations will be done in a separate meeting so that written comments can be accepted up to 2 weeks after the public hearing is closed.

* Chair proposed to have a special meeting for the public hearing. The Board decided to have the public hearing at the regularly scheduled meeting in September.

P. Kirby motioned to accept the draft regulation and bring it to the next regularly scheduled Board meeting for a public hearing. Dr. Schiller 2nd. All in favor.

6. Organization of the Board

Election of new chair. Dr. Shama will step down as chair after this meeting is concluded due to her resignation from the Board.

Dr, Schiller motioned to nominated Paul Kirby, N. Crowder 2nd

Discussion:

P. Kirby accepted the nomination.

All in favor. Chair abstained. Motion passed

Discussion on Roberts Rules of motions and abstention of votes. The Assistant City Solicitor was contacted to confirm vote interpretation.

7. Structural racism in structural government, requested be Board member Nancy Crowded

Asked to move this topic until the October meeting. Mayor Driscoll has recently started an inclusion meeting to discuss this topic. N. Crowder would like a Board member or Larry to contact her about this topic.

8. New Business / Scheduling of future agenda items

Public Hearing on updates to Tobacco Regulations- September meeting

Budget discussion – October’s meeting

Racism in structural government October’s meeting

9. MEETING ADJOURNED:

Dr. Schiller motioned to adjourn the meeting. 2nd N Crowder All in favor. Motion passed

9:00pm

Respectfully submitted,

Heather Lyons-Paul
Clerk of the Board

*Next regularly scheduled meeting is September 13, 2016 at 7pm
At City Hall Annex, 120 Washington Street, Room 313 Salem.*