

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

*June 13, 2013*

**MEMBERS PRESENT:** Chairperson Dr. Poremba, Gayle Sullivan, Martin Fair, & Dr. Danielle Ledoux

**OTHERS PRESENT:** David Greenbaum, Sr. Sanitarian, & Justina Polvere, Public Health Nurse

**EXCUSED:** Larry Ramdin, health Agent & Councilor Furey

**TOPIC**

**DISCUSSION/ACTION**

**1. Call to Order**

7:00pm

**2. Minutes of Last Meeting**

(May 14, 2013)

Gayle Sullivan motioned to accept the draft minutes from May 14, 2013. 2<sup>nd</sup> Dr. Ledoux. Approved unanimously

**3. Chairperson Announcements**

The Board of Health meeting will be held on July 23, 2013 at 7:00pm due to scheduling/vacation conflicts. All members are in agreement with this date.

**4. Monthly Reports-Updates**

**A. B. Health Agent  
Report**

Presented and approved. Copy available in BOH office.  
Due to the increase in rodent complaints money has been moved into the Rodent Control account for the remaining fiscal year budget, to keep up with baiting of the storm drains on city property.

**B. Public Health Nurse's  
Report**

Presented and approved. Copy available in BOH office.  
Discussion on the Mass Immunization Information System (MIIS)  
The goal of the MIIS is to give health care providers and families a tool to help ensure that all individuals are immunized based on the latest recommendations. This will establish a complete, accurate, secure, real-time immunization record for residents of MA of all ages.

**C. Administrative  
Report**

A report will be provided at the next meeting.

**D. City Council Liaison  
Updates**

Not Present

## 5. New Business

### A. Hearing requested by Maria Harris of Maria's Sweet Something

Discussion on open door policy and requirement of screen door or installation of air curtain on high. Sr. Sanitarian David Greenbaum presented 6 citations for violation of the open door policy. Ms. Harris has stated that a screen door is not allowed by the historical committee. However, Larry Ramdin has investigated this and there is no such limitation for having a screen door. However, Mr. Ramdin has tried to find an alternative solution by using an air curtain which will deter both rodents and insects. Board approves Ms. Harris request for use of air curtain per Larry Ramdin, Health Agent details. Until otherwise determined by a site visit, the air curtain is to run on the high setting. Ms. Harris also agreed to install a screen door at the back entrance. Should Ms. Harris not abide by these specifications, she was informed that her license could be revoked.

## 7. MEETING ADJOURNED:

8:00pm

Respectfully submitted,

Heather Lyons-Paul  
Clerk of the Board

*Next regularly scheduled meeting is July 23, 2013 at 7pm  
At City Hall Annex, 120 Washington Street, Room 311 Salem.*