



**MINUTES OF THE MEETING OF THE BOARD OF THE
BOSTON PUBLIC HEALTH COMMISSION
Wednesday, October 17, 2018**

A meeting of the Board of the Boston Public Health Commission (“Commission”) was held on Wednesday, October 17, 2018 in the Hayes Conference Room, 2nd floor, 1010 Massachusetts Avenue, Boston, MA 02118.

Board Members Present:

Manny Lopes, *Chair Pro-Tem*, Jennifer Childs-Roshak, Myechia Minter-Jordan

Also Present:

Rita Nieves, Tim Harrington, Dr. Jen Jaeger, Erin Curran Serino, Devin Larkin, Jen Tracey, PJ McCann, Heather Gasper, Leon Bethune, Chief James Hooley, David Pia, Gerry James, Gerry Thomas, Charles Alpren, Stacey Kokaram, Catherine Cairns, Puneet Sharma, Chris Rogers, Maya Saunders, Thomas Weaver, Daniel Kent, Bilal Ahmed, Stephanie Seller, Tanee Willis, Shakeema Dockery, Chris Bellinger, Katherine Rose, Amy Widding, Michelle Chiefe, Anastasia Nastewcheck, Lauren Coll, Laurel Galbraith, Briana Rivera, Adrienne Perez, Victoria Seidman, Michele Etzbach, Liz Allen.

Proceedings:

Chairman’s Comments

Manny Lopes

The meeting was called to order by Mr. Lopes at approximately 4:05pm.

I would like to begin by acknowledging the resignation of our Chair Frank Doyle from the Board. Mr. Doyle has accepted the appointment to serve as Assistant Commissioner of the Massachusetts Department of Public Health responsible for the Commonwealth’s Public Health Hospitals System and will longer be able to serve on this Board.

Mayor Walsh’s office is in the process of exploring an appointment for the vacant seat and the chairpersonship. In the meantime, I volunteer myself to chair the present meeting, so long as there are no objections from my fellow Board members.

I also want to provide a brief update on the operational audit. On September 18, I chaired our most recent meeting at City Hall to listen to updates from staff relating to the operational audit. At that meeting, General Counsel Tim Harrington provided the group with progress on the Commission’s efforts to update its HIPAA privacy and security policies.

BPHC has contracted with Ernst and Young to provide legal and technical expertise for this project. In addition to assisting BPHC with updating its HIPAA policies and strategies around IT security, Ernst and

Young will also develop a protocol for the sharing of client data among the Commission's six bureaus in a manner that is consistent with HIPAA. Ernst and Young will also provide the Commission with a new training module that will be rolled out to all staff over the coming months.

Today, we'll hear the latest updates about a hepatitis A outbreak here in MA and how we're responding locally. We'll also address two critical A&F topics: our review of the annual financial audit and the FY20 budget process kick-off.

Since our Executive Director, Monica Valdes Lupi, is attending the Kresge Foundation's final convening as part of the Emerging Leaders Program, our Deputy Director Rita Nieves is here and will start by sharing some updates.

Ms. Childs-Roshak asked a question about additional sources of information about follow-up tasks from the Operational Review. Grace Connolly, Director of Administration and finance summarized follow-up items and noted that some would be addressed in the presentations.

Mr. Lopes suggested that the Action Tracker implementation document could be shared at future meetings and an update could be given quarterly.

Mr. Lopes said that as we do not have a quorum this evening, we will table the approval of the minutes until our next meeting.

Report from the Executive Office
Rita Nieves, RN, MPH, LICSW
Deputy Director, Boston Public Health Commission

At last month's board meeting, BPHC staff presented on the Cancer Report. The Herald covered the meeting, and published an article highlighting improving cancer rates among residents.

BPHC Recovery Services Outreach Coordinator, Leroy Ivey, was a recent recipient of a Henry L. Shattuck Public Service Award. The Shattuck Awards honor select City of Boston employees who go the extra distance and have committed themselves to excellence in public service. Board member Kate Walsh received a Shattuck City Champion Award, which are given to community leaders. Congratulations Leroy and Kate!

Executive Director Monica Valdes Lupi and Board member Jennifer Childs-Roshak joined HHS Secretary Sudders to discuss "What's at Stake for Women" at the Kennedy Institute for the US Senate last month. This event, hosted by WBUR, covered topics including reproductive rights, health care disparities, and Title X funding.

Boston EMS was featured in a recent Chronicle segment, showcasing the work that continues to occur around the clock in Boston.

WBUR recently published an article: *Boston Makes Big Strides, But Won't Meet Goal of Ending Chronic Homelessness in 2018*. The article focuses on citywide efforts, including programs here at BPHC, and the multi-faceted challenges that Boston continues to face in the fight to end chronic homelessness.

In coordination with the Massachusetts Department of Public Health, BPHC reported a hepatitis A outbreak among at-risk populations. You will hear more about this outbreak in today's meeting.

I also wanted to note that today marks the five-year anniversary since the Board voted to adopt comprehensive ventilation requirements for nail salons in Boston. These regulations allowed a five-year

implementation period for salons that were already in operation at the time. Staff have made significant progress in working with the regulated businesses to attain compliance. More information on the status of these efforts is in your packets, and we will continue to provide updates as we move forward.

I will turn it over to Heather Gasper, our Director of Intergovernmental Relations, to provide an update.

Ms. Gasper said: as many know, the Trump administration is proposing a new rule that would make it extremely difficult for many immigrants to come to the US or receive green cards if they're deemed likely to use public benefits. The proposed rule was unveiled by the Department of Homeland Security earlier this month and has now been formally published in the Federal Register for public comment. This proposed rule makes significant changes, including: enlarging the scope of benefits programs considered in making public charge determinations – Medicaid and SNAP are among the programs added, as well as altering the “totality of circumstances” calculus, heavily weighting use of public benefits and other factors as strikes against an applicant.

The public comment period will be open for 60 days. BPHC is working closely with colleagues in the Mayor's Office for Immigrant Advancement, as well as the vital nonprofit networks locally and nationally, to respond to this proposal. We will also work to reinforce the clear message that these are proposed rules, and nothing has changed today.

The Boston Planning and Development Agency took the lead on an analysis to examine and model potential impact of the rule here in Boston. The report, Proposed Rule Change: Public Charge Grounds of Inadmissibility Local Impact Analysis, was released last week. The BPHC Research & Evaluation Office contributed to this analysis.

Mr. Lopes asked if BPHC was tracking any decline in services? Ms. Gasper stated that she would confirm with our programs, and that it is certainly a concern across BPHC public-facing programs.

Additionally, IGR has begun its work with City Hall to plan for the Mayor and BPHC's legislative agenda. After meeting with all of our Bureau Directors and many individual programs, we have submitted proposals for new policy initiatives. We will continue to work closely with our colleagues in the Mayor's Office of Health and Human Services and City Hall IGR to finalize bills for the upcoming legislative session at the State House. We will report back on this process as it continues to develop.

Presentation and Discussion: 2018 Audit – Interim Board Communication

- Christian J. Rogers, CPA, Managing Principal, CliftonLarsonAllen LLP

Mr. Rogers presented slide deck *Boston Public Health Commission FY 2018 Audit – Interim Board Communication* (attached).

Mr. Rogers highlighted that the numbers presented in the slides and draft audit are in draft form, but that no significant changes are anticipated. When the numbers are final and complete, Clifton Larson Allen can return with an additional presentation, if desired. Mr. Rogers also noted that KPMG is working to issue its audit for the City of Boston in mid-November.

Additionally, in 1st quarter of 2019, we intend to issue a Major Federal Programs Audit, and can come back to the Board at that point.

Presentation and Discussion: FY19/20 Finance Update

- Grace Connolly, Director of Administration and Finance, BPHC

Ms. Connolly introduced her presentation *FY19/21 Finance Update* (attached), and highlighted ongoing projects, including projects that support implementation of findings from the EY operational review. Ms. Connolly highlighted that we are approaching a point where we are able to close our books on a monthly

basis, which is a significant improvement. The Great Plains single ledger software will enable better processes. A culture change is also underway. We are working to train staff so that everyone understands the capacity of our budget software.

Ms. Connolly noted that the FY20 maintenance budget deadline has been moved up a month, to December 12th, with budget proposals due to the City by January 10th, 2019. Ms. Connolly noted that she will share the template for new initiatives submissions.

Mr. Lopes asked how this aligns with the current strategic planning process. Ms. Connolly noted that it absolutely does. I believe we had talked about returning to the Board in December with an initial draft plan. The timelines will allow us to incorporate and align goals between the strategic plan and the FY20 budget submission.

Dr. Minter-Jordan asked about employee engagement in developing new initiatives and gathering ideas for new initiatives from staff. Ms. Connolly highlighted staff engagement efforts and focus groups that are underway for the strategic plan, and efforts to engage staff through Bureau Directors.

Mr. Lopes asked about implications of the Long Island project for the BPHC budget. Ms. Connolly introduced Jen Tracey, Director of the Mayor's Office of Recovery Services. Ms. Tracey noted that the primary budget impact is not on BPHC's budget, but rather with the bridge itself. The key update with the campus itself is the RFP for a consultant to help determine programmatic use of the space, along with the RFI that Mayor Walsh issued to gather feedback from the broader community. Chief Osgood and his team have engaged a separate consultant to issue a report on existing facility conditions. The permitting process is also ongoing, and appeals are underway.

Presentation and Discussion: Hepatitis A in Boston

- Jennifer Jaeger, MD, MPH, Director, Infectious Disease Bureau and Director, Population Health, BPHC
- Stacey Kokaram, MPH, Director, Office of Public Health Preparedness BPHC

Ms. Kokaram introduced the presentation (attached) and turned over the floor to Dr. Jaeger who presented slides 1-12.

Mr. Lopes asked a follow-up question regarding the one case was a food handler, as defined by state regulation.

Dr. Jaeger said that the food service worker who was found to have Hepatitis A was employed by a restaurant that was phenomenal in coordinating follow up response efforts. While there are no regulations requiring HAV vaccine for food service workers, this restaurant excluded everybody that could have come in contact with the infected employee, paid for blood tests and vaccines for employees.

Mr. Lopes asked if there were any requirements for public disclosure and Dr. Jaeger said that she did not believe there were.

Ms. Kokaram presented slides 12-20.

Dr. Minter-Jordan asked if there has been any engagement with emergency rooms. Dr. Jaeger said that the ERs were among BPHC's first calls, and we are working to track cases and response in ERs more systematically now. Ms. Kokaram added that BPHC is working with ERs to gather additional data and provide coordination support.

Mr. Lopes asked if there is any reason why we haven't seen more media attention to the issue? Dr. Jaeger noted that there have been some interviews. Interim Communications Director Erin Curran Serino added that in coordination with DPH and there was an initial group of requests, but there has not been much more attention. DPH is continuing to watch cases across the state.

Dr. Jaeger added that the vaccinations in the homeless population, and out vaccination rate goals, along with the fact that we are working to get ahead of the outbreak earlier than other jurisdictions that have experienced HAV outbreaks recently may be helping to head off the spread.

Ms. Nieves added that she wanted to thank staff and partners, especially Boston Health Care for the Homeless Program, for their extraordinary work in responding to on this outbreak

Dr. Childs-Roshak noted that this is an example of how oftentimes in public health, when something is handled well, it does not attract as much attention as when it is handled improperly.

The meeting adjourned at 5:13pm

Attest,

// PJ McCann

Deputy General Counsel