



**Public Health**  
Prevent. Promote. Protect.

CITY OF SOMERVILLE, MASSACHUSETTS  
Health Department

JOSEPH A. CURTATONE  
MAYOR

PAULETTE RENAULT-CARAGIANES  
DIRECTOR

MINUTES  
**BOARD OF HEALTH**

August 18, 2011  
5:00 pm

City Hall Annex Conference Room

**Present:** Paulette Renault-Caragianes (Health Director)  
Dr. Brian Green, Board Member (Chair)  
Babette Mello, Board Member  
Paula Machado, Board Member  
Kathy Henkle (Recording Secretary)

**Absent:** None

**Staff Members in Attendance:**

**Guests:** Ellen Schneider from ISD; Owner and Representative of Yoshi's Japanese Restaurant

**Meeting Called to Order:** by Dr Green and seconded by Ms. Machado at 5:01pm

**Previous Minutes:** On a motion made by Dr. Green and seconded by Ms. Machado:

*"The June 16, 2011 Minutes were approved as circulated."*

**MOTION CARRIED UNANIMOUSLY**

**ISD/Health:**

**Temporary Food Establishment Permits:** The board was given 2 documents; one for the draft regulations on Food Establishments Fines and the City of Somerville's Temporary Food Permit Policy. These policies have not been finalized as of yet. Ms. Schneider gave an overview of the policies. The Board of Health will need to set clear guidelines for temporary events. One topic discussed was that the temporary food permit policy should have a risk base level outlining which foods are a low risk and which foods are high risks. It was decided that a more detail draft of the temporary food permits will be distributed at the November meeting where the board members will do an overview before it gets finalized. We are looking at a January 2012 effective date.

All permits process is in the planning stage for the new software that the city has purchased called Munis. The goal is to get licensing and the permits process implemented on the new software. The goal for the Board of Health would be to provide reports on restaurants and their history, data on their inspections. The reports would pick up on repeat violations, vendors who don't comply, etc.

**Food Establishments Fines:** The vote to adopt the food establishment's fines was tabled till the September meeting. The regulations will be sent to the Law Office for review and revisions based on comments from the board. The board hopes to vote on the regulations at their September meeting.

**Variance Hearing:** The owner of Yoshi's Japanese Restaurant appeared in front of the board to obtain a variance for acidification of rice. Dr. Green made a motion to grant a variance to Yoshi's Jampenses Restaurant. Ms. Machado seconded it. **MOTION CARRIED UNANIMOUSLY**

**Health Department Updates:** The quantity and how flu clinics will be conducted by cities and towns has changed for this flu season. The quantity of shipments have been cut in half by the state. Per the state, the City of Somerville's Health Department Public Health Nurses will only be able to vaccinate the un-insured (no insurance) or the under-insured ((insurance that does not cover flu vaccines)adults. Hopefully the state will be able to get a list that compiles what insurances that don't cover vaccines in helping the public health nurses to administer the vaccines to those who need it.

Facebook is coming! – All City Departments will have a facebook page to help promote social and media coverage to its residents.

The MHOA will have their Board of Health training in November for all Board Members. The MHOA will be looking into web-based trainings in the future.

**Director's Report:** On a motion made by Ms. Mello and seconded by Ms Machado, "*The Director's July 2011 Reports were approved as circulated.*" **MOTION CARRIED UNANIMOUSLY**

**New Business:** The vote to adopt food establishment's fines was tabled till the September meeting.

**Next Meeting:** October 15, 2011

**Adjournment:** A motion was made by Dr. Green to adjourn the meeting at 6:07pm, seconded by Ms. Mello

Respectfully Submitted,  
Kathy Henkle (Recording Secretary)  
August 23, 2011