



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

The Board of Health Meeting Minutes

Date / Time / Location of Meeting	12-03-2020 / 6:00pm /Town Hall 2nd Floor Conference Room
Members Present	Robert Barrell, John Sullivan, Beverly Salate
Members Not Present	Michaun Fowler, Thomas Dillon
Guests	Nancy Lucier – Town Administrator; Tom Welsh - Fire Chief; Dennis Minnich – Police Chief; Cheryl Rawinski, RN – Public Health Nurse (Sutton)
Welcome – Call to Order	Time: 6:08 pm
	Mr. Barrell called the roll and noted the nature of this Special Meeting to coordinate and discuss Emergency Dispensing Site (EDS) logistics in the event the Town is required to have a COVID-19 vaccination clinic.

- **PHEP / Emergency Dispensing Site**

Mr. Barrell noted that an update to the Generic EDS Plan was sent to all attendees for review.

Some of the issues of concern addressed:

1. Location – Senior Center or Middle/High School
2. Weather and time of year
3. Traffic flow and parking
4. Number of residents getting vaccine and how to organize
5. Phases determined by DPH and MA Administration
6. Tracking those who receive vaccine due to need for second dose
7. Scheduling
8. PPE needed
9. Wait area required to monitor initial adverse reactions
10. Staff to provide inoculations
11. Staff to assist with logistics
12. Senior communities

Attendee participation by above subject:

1. Pros and cons of both sites discussed in terms of availability, traffic flow, potential for drive-thru vs. inside, waiting area, etc. Chief Minnich noted that the Police Department can work with either site regarding traffic flow, using detour if needed; suggested to start with Senior Center to avoid disrupting school operations.
2. Weather and time of year considerations discussed in terms of indoor vaccination vs. drive-through. Mr. Barrell and Mr. Welsh attended a drive-through drill in Sterling and reported it was well organized.

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3. Traffic flow must be considered relative to sites, whether for indoor or drive-through. Senior Center seems more conducive to ease of flow; Chief Minnich noted exiting traffic can be directed on Prescott toward Sterling, if needed. The site also has a driveway that circles around the back of the building. There is also likely enough parking available for indoor use if number of people are limited.
4. It is uncertain at this time how many residents may need to be vaccinated via a Town clinic or if one will be needed. The Phases being developed indicate priority groups of the general population will not be vaccinated until February at the earliest, and the general public in April. By then, the vaccine is likely to be available to all via pharmacies.
5. In Phase One, healthcare workers and those in long term care, rest homes, and assisted living facilities will be vaccinated at their workplace and facilities via federal contract with CVS and Walgreens. This is likely the case with others included in this Phase, such as first responders and those in congregate settings. Phase Two recipients include essential workers, school aged children, older adults, and those with co-morbidities. How these will be administered is not yet clear. Phase Three is the general public.
6. The two vaccines expected to be available require two doses, an initial inoculation and a booster – Pfizer at 21 days, and Moderna at 28 days. Therefore, some method of tracking the inoculation dates will be necessary, if the Town is involved in administering the vaccine.
7. Dr. Sullivan pointed out that we are not responding to an imaginary emergency scenario, for which EDS is typically intended. Chief Welsh said groups could be organized by our Trash collection routes to make things more manageable. Ms. Lucier suggested using software to organize the flow, and Ms. Rawinski recommended “sign me up.com”, in which residents can schedule appointments.
8. While the vaccine will come in kits that include syringes, other supplies such as PPE, need to be evaluated and our current stock inventoried to determine what may be needed. There is a need to complete a full inventory of the Region 2 trailer and determine a place to store stock if needed; Mr. Minnich offered a storage area at the Police Department and a vehicle bay to do the inventory. It was noted that the current two locks on the trailer need to be replaced due to corrosion.
9. A 15-minute waiting period is required after inoculation to monitor for adverse reactions; EMS personnel would be appropriate for this task. This will have to be factored into the flow, whether indoors or outdoors.

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10. Staff to provide inoculations. Ms. Salate suggested we reach out to the Medical Reserve Corp. Ms. Rawinski offered to reach out to them for assistance. Chief Welsh said the Fire Department has applied for approval to administer COVID-19 vaccines; they were given the approval this year for the Flu vaccine. Their paramedics can assist with other aspects of the clinic. School nurses may also be a resource.
11. Citizens Emergency Response Team (CERT) are volunteers that may be a resource to do administrative tasks.
12. At senior communities such as Angel Brook and Orchard Knoll, a clinic may be set up in their community facilities. Those who have limited mobility are likely to be vaccinated in their homes through their health providers, such as the Visiting Nurses Association.

It was agreed that while it is uncertain whether a clinic will be needed in Town at this time or in the future, it is sensible to be prepared in case of eventual need.

MOTION TO ADJOURN

Motion Originator	Dr. Sullivan
Motion Seconded	Ms. Salate
Result	Approved unanimously
Time of Adjournment	7:05 pm

Signatures

Robert J. Barrell, MPA, Chairman

Beverly A. Salate, RN, BSN

Michaun Fowler, BSM

John Sullivan, MD

Thomas F. J. Dillon

Submitted by: Margaret Lee
Date Submitted: 01-20-2020

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