

**Western Hampden County Public Health District (WHCPHD)**

**Advisory Board**

**Town of Southwick**

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Phone: (413) 569-1212 Fax (413) 569-5284



**MINUTES**

**September 10, 2025**

OPENING: The regular scheduled meeting of the Western Hampden County Public Health District opened at 5:00 p.m.

**Members in attendance:**

Nicole Berndt - Town of Granville

Jennifer Girard- Town of Blandford

Jacob Chapman- Town of Montgomery

Wayne Precanico- Town of Russell

**Southwick ma Staff members in attendance:**

Thomas Hibert- Town of Southwick Health Director

Caileen Simonds- District Shared Service Coordinator

Tricia Sedelow- District Public Health Nurse

MaryAnn Deming- District Public Health Nurse

**Minutes**

Mr. Precanico made a motion to accept the June 10<sup>th</sup> minutes with no additional edits. Ms. Girard seconded the motion. The roll call of the Board was unanimous in favor to approve.

**Financial Report/Workplan Updates**

Ms. Simonds shared final reports on fiscal year 2025. Unspent funds check was returned to the state Department of Public Health this month, 83.6% of given grant funds were spent. Ms. Simonds shared her satisfaction with the FY25 year and what shared staff were capable of purchasing and putting together.

Ms. Simonds shared with the board an update on current fiscal year 2026 spending. Shared staff are attending 3 different conferences, with the hope of learning new information that will benefit town residents. Shared staff are always looking for town involvement and needs in regard to spending requests. A workplan focus with this year's spending is community engagement and awareness of the health district.

#### **Nursing Reports**

Please see attached June, July, and August nursing reports. Nurse Sedelow shared news following a recent MAVEN DPH infectious disease meeting, stating inspectors will now need to address cases of food borne illness. More updates to follow when information becomes available. Nurse Deming shared an update regarding a successful community event at the Russell family day. Nurse Deming and Ms. Simonds were able to spread awareness about the health district and spread information on tick prevention out to residents.

#### **American Heart Association Partnership**

Nurse Deming and Ms. Simonds met with Adriene Worthington, the Vice President of Community Impact at American Heart Association. Where they discussed an opportunity to have blood pressure screening machines in every town. AHA provides two options to their program: A blood pressure check-out box or a kiosk.

The check out box would include the blood pressure machine, and educational material. The hope being residents check their blood pressure over an extended period of time to understand the scope of their readings. The kiosk option would include a table, AHA tablecloth, blood pressure machine, and educational materials. The kiosks could be set up anywhere district towns get the most foot traffic including town hall, libraries, and council on aging's.

Nurse Deming shared she will continue to work with the towns. Though it seems all the towns are willing to participate in the program. Ms. Berndt asked if anyone in Granville was sent information and if she could receive it as well, shared staff responded contacts in Granville were sent information. They would gladly send resources to Ms. Berndt.

#### **November Newsletter**

Ms. Simonds shared with the board a workplan and spending opportunity of a WHCPHD newsletter. As a community outreach opportunity, the newsletter would be sent to each household in the district. The newsletter would introduce the health district, shared staff, and board members. The November newsletter would also include important public health information including Food Safety, Respiratory Illness season, and Holiday stress. Shared staff hopes to do bi-annual newsletters.

Ms. Simonds reported they were still waiting on quotes, Ms. Simonds shared numbers with board members. Ms. Simonds asked for the board to approve spending; she will continue to share quotes with board members via email. Assuring the FY26 was budgeted for this spending to promote community outreach.

Mr. Precanico made a motion to approve spending for November Newsletter to be mailed to all district households. Ms. Berndt seconded the motion. The roll call vote of the Board was unanimous in favor to approve newsletter spending.

#### **Website Walkthrough**

Ms. Simonds shared her screen to show district board members the main sections and how to navigate the WHCPHD website. The board members had no additional questions.

#### **New Business**

Ms. Simonds shared with the board, shared staff's new idea to run WHCPHD sponsored food and clothing drives. Ms. Simonds will reach out to each town to set up a place for the drive box to be stored at town halls.

#### **FY26 Meeting Schedule**

**December 10, 2025, at 5:00pm.**

**February 11, 2026, at 5:00pm.**

**June 10, 2026, at 5:00pm.**

#### **Adjournment**

Mr. Precanico made a motion to adjourn the meeting at 5:25. Ms. Girard seconded the motion. The roll call vote of the Board was unanimous in favor to adjourn the meeting.