

# Town of Gorham, Board of Health

## Meeting Minutes for March 8<sup>th</sup>, 2021

1. Review the minutes from the last meeting
  - a. Approve the minutes from the last meeting
    - i. Minutes approved
2. Meeting with Freeman Abbott
  - a. What are his ideas for health priorities for the town
    - i. The largest concern was a recent incident in a trailer park in need of help
      1. What is role of board of health in a situation like this?
        - a. At this point it is unknown. Role of Board is one of Information gathering and synthesis at this point.
      2. What is his perception of the role of the board of health
        - a. The town council's perception was presented by Virginia Wilder Cross – wanted a board of health as a source of information for problems that come up in front of the town council.
3. HIPPA question from James Hager
  - a. Does the board of health need to be concerned about the health Insurance portability and privacy act.
    - i. <https://www.hhs.gov/hipaa/for-professionals/privacy/laws-regulations/index.html>
    - ii. <https://www.cms.gov/Regulations-and-Guidance/Administrative-Simplification/HIPAA-ACA/AreYouaCoveredEntity>
    - iii. The short of it is no. We are not a covered entity. There are no HIPAA concerns
      1. Dr. Wyatt will not be answering questions in the capacity of a health care provider for patients
      2. Public Health Education and Information is not subject to HIPAA
      3. If someone shares their personal health information with the board that is their decision to share protected information with a public entity in a public setting (all of our deliberations are subject to public review).
4. Healthy People 2030
  - a. How does it apply to Board of Health
  - b. Can the website be farmed for ideas
5. Mechanics of the board of health
  - a. Future meetings
    - i. Agenda – when should it be published and who should write it.
      1. 28<sup>th</sup> of each month to publish.
      2. Secretary writes the agenda
    - ii. Who sets the agenda
      1. Questions that come up to our board
      2. Bord members themselves
      3. Questions from town Council
      4. Questions from health Officer Abbott

- b. Website
    - i. How do we publish articles to the website or change the website
      - 1. What is the process for adding things to the website
        - a. Jessica Hughes – administrative office for town manager who manages the website.
      - 2. Possible items for the website
        - a. A FAQ session
        - b. Exercise recommendations
          - i. Maps of town trails
          - ii. Links to rec center programs.
        - c. Public health months – this month is colon health month
6. Action Items and goals
- a. Can Jessica attend the next meeting to help us understand the website? Jenn Toms will reach out.
  - b. Each board member will look at the website and pick out one or two possible items that would help with a healthy Gorham
  - c. Colby Wyatt will Email to James Hagar regarding the HIPAA answer.
  - d. Look ahead for Health Months
    - i. Each board member will choose one topic and we will discuss at the next meeting.
  - e. April 5<sup>th</sup> at 5 PM is next meeting
  - f. Colby Wyatt will write agenda by March 28th

Time of Adjournment 5:30pm

A True Record of Meeting

03/08/2021



ATTEST \_ \_03/09/2021

Laurie Nordfors, Town Clerk