**DRAFT MINUTES**

**Trail Area Health & Environment Program**

**Program Team Meeting – June 25, 2013 2:30 to 4:30 pm**

**Community Program Office – 1319 Bay Ave**

**Attendees:** Bruce Enns, Mark Tinholt, Cindy Hall, Julie Drake, Ruth Beck, Jeannine Stefani

1. **HEALTHY FAMILIES HEALTHY HOMES PROGRAM**

**Slideshow: Database demonstration**

* Database speed issues have been fixed.

**Visit Target Numbers for Healthy Homes Program**

* Cindy is hoping to reach 90 families this year.
* Andrea’s target will be somewhat lower than Cindy’s as she is also involved in remediation and other things.
* Overall target of visits (Cindy and Andrea) is approximately 150 visits.
* It is preferred to have soil results for the property before the visit. It has been a bit of an issue to get the consents.
* Jeannine has been promoting to the families to contact the Program office to obtain and sign the consents required to have their soil tested. Jeannine will be bringing consents with her to family visits going forward.
* Discussions at the visits are focused on lead; family members ask a lot of questions. Because of time restraints, it is difficult to cover off all areas of our program. Cindy tries to work through a checklist with the families.
* Cindy and Jeannine have been discussing ways to exchange information. A draft information sharing document has been created and is up for discussion.
* **ACTION:** Ruth, Jeannine, Cindy, Bruce will talk about information sharing and finalize document.
* Cindy finds “texting” families is very effective.
* Brandi Thirsk, local parent/resident, is interested in attending THEC tonight. Cindy invited her to the THEC meeting when Brandi phoned to thank Cindy. Brandi is very positive about the Program and may want to be involved. She would like to learn more about it.
* **ACTION:** Ruth will ask the Chair about in-camera portion of THEC meeting. How does it work? Can anyone attend and the minutes don’t get published or is the in camera session just for committee members. We may need to make it a policy that the Chair can include different attendees yet have the media excluded as it is not appropriate to have the media watching our work sessions.

**Slideshow: Update on families visited**

* Cindy reviewed some recent visits using the database. She demonstrated two primary prevention yards (FID 216 & FID 93) that are in poor condition. Levels were reported under 1000ppm. These are not case management. The soil levels are not an issue; however, because the soil is bare, dust fall becomes more of the issue. We do not have to replace soil; however, it is important to get the grass growing. Our program can provide the grass seed in these cases.
* Dust fall is 10,000ppm, but it is a very little amount. It will take 40 years for the reading to get to a concerning level. Lids on sandboxes are great; we have to ensure the message of cleaning toys, tops of sandboxes, etc. is being delivered.
* **ACTION:** Cindy to determine whether FID 93 is case management.
* **DEFERRED ITEM:** Determine process for QA/QC.
* Jeannine is not checking yards during her visits with families as the Program has been redesigned. The Program office is a support to Jeannine by doing this piece.
* FID 111: Case management family; possible from a roof project. This family’s yard levels were over 4000ppm. The yard was remediated in 2011. A healthy home visit was done. Paint testing revealed levels over 10,000ppm. There is badly peeling paint. Porch railings, floor, and pillars were tested. Cindy dropped off the results of the paint test and gave advice on how they should proceed. The family was also informed of the HRSP.
* Paint test results are not being entered in database form. A document with the results is being scanned to the database. When information is available of how often these situations come up, we can report it to THEC. As we obtain more statistics on this issue, we may find there is enough evidence to warrant getting more support. How many case management cases do we have where we suspect lead paint or some type of renovation could be a factor? This relates to the 2nd phase of our literature review; if Teck is spending the next dollar, where should it be spent?
* **ACTION:** Bruce will determine the best way to record lead test paint results in the database to try to determine if there is a correlation of lead-based paints and case management families.
* FID 105: This family lives in a newer home; the paint testing reading on the door was 28,000ppm.
* Cindy discussed various connections she has made with residents and families.
* Cindy connected with a family who felt very skeptical about our program as the mother experienced being in foster care. This family expressed how they appreciate our program. They live on the 3rd floor of an apartment building and the mother vacuums the apartment. Cindy gave her a vacuum. When Cindy visited in follow up, she seen our poster on the fridge and seen the mat we gave her out. There is concern the child will be case management. The family got a dog that runs up and down the mountain and then goes into the apartment with the young child. There are other issues noted.
* **ACTION:** Cindy will see if the family described above will accept a visit from Jeannine.
* Jeannine does try to get a hold of case management families although she has seen them in the past. Other than the gifts we now provide, the visit would be a repeat as visits between case management and primary prevention are very similar.
* Cindy raised a question whether people should hang clothes on a clothes line. Mark indicated it would be a very small risk as there is not enough time for anything to accumulate on the clothes.
* Cindy has come across a H20 mop that heats up in two of her home visits; the moms love it. This may be something to consider as a giveaway item for our program.
* **ACTION:** Flag item (H20 mop).

**Sandboxes – Where to get good sand?**

* Sample sandbox was available for viewing by the Program Team.
* Phil Powers, Trail Middle School contact, is open to design changes. He is looking at reducing pinch points.
* A chain will be added to hold the seat cover from falling back.
* A cover will be snapped on possibly using boat cover snaps.
* Landscape fabric will be used for the bottom of the sandboxes.
* Trail Middle School is out of session until September.
* Four sandboxes have been made; two large ones and two small ones. As soon as the lids are ready, they can be delivered.
* Two are going to the Sunnidale daycare.
* The Montessori daycare yard also needs some work; they may be considered for a sandbox giveaway.
* Trail Middle School is interested in being involved with other projects for our program. For example, shoe shelves.
* **ACTION:** Ruth will highlight a nice partnership with the Trail Middle School and give them some publicity for their great support in our spring newsletter.
* Career Development Services also has a wood work shop, and there is interest in the Trail Middle School and the Career Development Services working together on these projects.
* **DEFERRED ITEM:** Re-visit possible partnership with the Trail Middle School and Career Development Services if/when needed.
* **ACTION:** Jeannine will reconnect with West K Sand & Gravel to determine if we can continue to have families contact them for sand.
* **ACTION:** Ruth will express our appreciation to West K Sand & Gravel for their goodwill in providing sand for sandboxes in the next newsletter. Dos and don’ts dos of sandboxes and yard toys can also be included.

**Vacuums**

* Cindy has seen twenty-six families. There are eighteen families that do not have a hepa vacuum. Our program has been giving Panasonic vacuums to case management families. The Panasonics are not properly sealed; they do not meet any standard. The Panasonics are $300.
* Most household vacuums do not meet standards of a hepa vacuum. A true hepa vacuum is sealed; no air leaves the vacuum except through the filter. True hepa vacuums capture particulates up to 99.9% or up to 0.3 microns.
* The vacuum cleaner that was recommended in the US CDS National Healthy Homes and Lead Poisoning Prevention Training Centre in Chicago this past March was an industrial vacuum; not meant for family use.
* True hepa vacuums cost $600 - $1200 per vacuum.
* We want to support vacuuming as a best practice. We want to encourage people to vacuum.
* **ACTION:** Cindy will research the efficiency difference of the Panasonic compared to a true hepa vacuum cleaner for the next Program Team meeting.
* We are to continue giving out the Panasonics to case management families until this research can be done and a decision is made to change.
* Primary prevention families are to be encouraged to vacuum with the vacuum cleaners they have and wet mop.
* As we are not giving primary prevention families a vacuum until this research is done, we need to have an answer by fall. Ideally, it would be nice to get vacuums to these families in August as it is summer and the dust is up.
* Jeannine and Cindy are asking the families about their vacuums at the visits and tracking which families need a vacuum. Currently, eighteen families need a vacuum.

1. **COMMUNICATIONS PLANNING**

**Radio Ads**

* Changes have been made to our radio ads; they are on the air.

**News Release Re: Area 1 Update**

* News release communicating about testing in Area 1 went out on June 18, 2013. Trail Champion put the full new release on their webpage. Jeannine was interview by Mountain FM and Easy Rock. Nothing was seen in the papers.
* We may receive requests for soil testing in Area 1 following the news release. We are to follow our current policy although the policy may change with the results of the upcoming clinic.

**Photo shoot**

* Photo shoot will take place tomorrow (June 26, 2013) at the Teddy Bear Picnic. The event has been moved indoors.
* **ACTION:** Cindy will contact Larry Doell to finalize arrangements for the photo shoot.
* **ACTION:** Jeannine will bring display banners and the hand washing station to the event.

**Intranet/Document Edit App Update**

* Final tweak needed.
* **ACTION:** Ruth/Bruce will arrange training for the intranet document edit app via teleconference once final edits are made to the application.

**Fall Newsletter Content Request – where to get good sand etc.**

* We always promote clinics in the newsletters. What other messages should we include?
  + Results of Grass Clipping Study
  + Area 1 testing
  + Update on vacuums
  + Fugitive Dust Program update; including photos
  + Ages and Stages Days development
  + FAN update

1. **FAMILY HEALTH PROGRAM – OTHER BUSINESS**

**Public Health Rounds – October 24**

* Meagan and Jeannine are meeting to develop a framework for the Public Health Rounds. They will then reach out for support. To participate in the Public Health Rounds event, everyone needs to be at an Interior Health site on October 24, 2013, at noon.

1. **HOME & GARDEN PROGRAM**

**Roofing Pilot Project Update**

* Activities of a roofing project were monitored before, during, and after the project. When results are compiled an update will be given at THEC.
* **ACTION:** Andrea will compile results from the roofing project.

**Rain Gutters and Roofing**

* When dealing with roof and rain gutter materials, high metal content should be assumed.
* **ACTION:** Ruth will include information on dealing with materials from rain gutters in the newsletter and it will become a FAQ on the website.

**Soil Assessment Letter**

* Andrea has made some changes to the soil assessment letter.
* The assessment letter needs to be friendly, easy to read, and clear to the home owner.
* **ACTION:** Mark will review the letter and provide comments.
* **ACTION:** Ruth will review the letter after Mark’s comments are included.

1. **FAMILY ACTION NETWORK UPDATE**

* Although the grant application to the Columbia Basin Trust was not accepted, FAN is going ahead with friendly bathrooms and Ages and Stages.

**Communities in Bloom**

* The Program office has been contacted by Communities in Bloom. They have requested information on the Program to include in the judges packages for this year’s event. Cindy provided newsletters and rack cards.
* Communities in Bloom will be in Trail on July 19, 2013. They are looking for a representative from our office to take them to a remediation site for observation.
* David DeRosa from Teck will be supporting this event.

1. **ADDITIONAL ITEM**

**Facebook**

* Cindy would like to start working on using facebook for our program. This needs to be thoroughly thought through before we dive in. If we go this direction, we need to do it properly.
* **ACTION:** Cindy will document ideas for using facebook for future follow up.

1. **MEETING DATE CHANGE**

* October 3, 2013, meeting date changed to September 26, 2013, 12:30 to 4:30 pm.
* **ACTION:** Ruth will send out an agenda along with the rewritten sections.

Meeting adjourned: 4:40 pm