



Framingham ★ Hudson ★ Marlborough

# MetroWest Moves



## MEETING MINUTES

Under the provisions of G.L. c. 30A, MetroWest Moves will conduct an Open Meeting on  
Wednesday, August 14, 2013

9:00 a.m. – 11:00 a.m.

Edward M. Kennedy Community Health Center  
Conference Room B  
354 Waverly Street  
Framingham, MA 01702

### I. Call to Order

- a. **Meeting convened:** August 14, 2013 at 9:00 a.m.
- b. **Members present:** Sam Wong
- c. **Others in attendance:** Tammy Calise, Mike Hugo, Janie Hynson, Amanda Ryder, Michelle Ciccolo, Julie Dalbec, Lola Omolodun, Paula Kaminow, Jamie Terry

### II. Action Plan

#### a. **Healthy Restaurant Initiative:**

- The group discussed plans for a healthy restaurant week in Framingham, Hudson, Marlborough, and Northborough. It will be called "MetroWest Healthy Dining Week" and will take place from November 1<sup>st</sup>-10<sup>th</sup>. Materials will feature both the MetroWest Moves and Building a Healthy Northborough logos. The group discussed asking restaurants whether they would provide a discount on the healthy menu options and/or create a special menu using approved healthy menu options and/or contribute a gift card to a raffle. Ultimately the group decided to ask restaurants if they would each donate a \$25 gift card to be used for a prize drawing at the end. Dining week participants will also be asked to post photos of themselves with the meals to the MetroWest Moves/Building a Healthy Northborough websites. The Coordination Team will create and distribute a flyer to restaurants outlining the benefits and requirements for participation in dining week. The Coordination Team will ensure that Valisa Hedrick is available in September-October in case new menu items or restaurants need to be added.
- The Coordination Team will send Julie and Kathy (Marlborough Moves) materials about the MetroWest Moves Healthy Dining Initiative which they can share with restaurants.

- b. **Community Design Standards/Complete Streets:** MAPC shared the Healthy Community Design tool kit with MetroWest Moves. MAPC is planning to assist in completing Bruce Leish's checklist.



c. **Tobacco Control:**

- Letters of support from Framingham and Sudbury are still pending for the tobacco regionalization grant. Framingham's new Board of Health Director starts next week. Sam will reach out to Bob Leopold in Sudbury.
- Bob Landry made contact with Terry Curran who is very interested in smoke-free housing and has experience with reaching out to landlords and providing education. The next MetroWest Moves meeting will focus on addressing smoke-free housing and Terry Curran plans to attend.
- Sam works with the Hudson Housing Authority. Last year, they had three tenant open-meetings to discuss whether the tenants would like to have a smoke-free housing policy. The majority (~90%) wanted smoke-free housing, but a small minority did not. The Housing Authority has decided to go smoke-free with a 1-year grace period. Public housing in Hudson will be officially smoke free by May or August 2014. A private elderly housing complex is also going smoke-free. Most larger landlords have existing relationships with the BOH through housing inspections. Sam works with the maintenance crews to determine how much it costs to rehab a smoker's unit and the cost savings for smoke-free housing is huge.
- MetroWest Moves plans to utilize resources from the MA Smoke-Free Housing Project and other sources to put together a toolkit to provide to landlords and/or residents on smoke-free housing (inc. sample leases).
- JSI will send Mike Hugo, Chair of Framingham Board of Health, information on smoke free housing.

- d. **Worksite Wellness:** The Coordination Team received a list of Hudson businesses from Sarah Cressy and a list of Marlborough businesses from Kathy Ekdahl. Rotary Clubs have programs every week and regularly look for speakers for their events. The Rotary Club in Marlborough and Hudson is a joint organization. Mike Hugo will call the Framingham Rotary Club. Sam will provide the contact information for the Hudson/Marlborough Rotary Club to the Coordination Team.

### III. Administrative



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- a. **Approval of meeting minutes:** The voting members were unable to approve the meeting minutes from 7/12/13 at this time.
- b. **Community awareness updates:**
  - The group discussed plans to apply for the Prevention and Wellness Trust Fund through DPH. The purpose of this funding source is to demonstrate a connection between the healthcare system and public health. DPH is looking for a short (3-year) return on investment. Julie just got an e-mail from Thomas Ward, the wellness coordinator at UMASS/Marlborough Hospital who is interested in collaborating with Marlborough Moves and MetroWest Moves and may be a potential partner for this application. Once the guidelines come out, MetroWest Moves will schedule a planning meeting to determine the focus of our application.
  - The Coordination Team has been calling MetroWest Moves' stakeholders/kickoff attendees. Those we have spoken to so far have been very excited to hear about MetroWest Moves and to share what their organization has been working on/events that they are planning. Several have requested to be added as "Community Partners" on the MetroWest Moves' website.
- c. **Budget update:** There is about \$3,000 left from the Foundation's money that was carried over for the current fiscal year. This money can be used for "MetroWest Healthy Dining Week" advertising.
- d. **Completion of work group timesheet:** The Coordination Team will e-mail out the timesheet to be completed.
- e. **Upcoming meetings:** DPH wants to schedule a 2-hour meeting with MetroWest Moves to discuss work plan progress. They offered 8/19, 8/23, and 9/6 as potential dates for the meeting. The Coordination Team will request that DPH come to meet with MetroWest Moves from 10:00am-11:00am prior to the next scheduled MetroWest Moves' meeting on Friday, September 6<sup>th</sup>.
- f. **Review of tasks:**
  - "MetroWest Healthy Dining Week": The Coordination Team will create and distribute a flyer to restaurants outlining the benefits and requirements for participation in restaurant week. The Coordination Team will ensure that Valisa Hedrick is available in September-October in case new menu items or restaurants need to be added and will begin preparations for "MetroWest Healthy Dining Week".



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- The Coordination Team will send Julie and Kathy (Marlborough Moves) materials about the MetroWest Moves Healthy Dining Initiative which they can share with restaurants.
  - Mike Hugo will reach out to his son about Panera's potential participation in the Healthy Dining Initiative.
  - The Coordination Team will reach out to Framingham's new Board of Health Director.
  - Sam will reach out to Bob Leopold about Sudbury's participation in the tobacco regionalization grant.
  - Mike Hugo will call the Framingham Rotary Club. Sam will provide the Coordination Team with contact information for the Hudson/Marlborough Rotary Club. The Coordination Team will reach out to the Hudson/Marlborough Rotary Club.
  - Once the guidelines come out for the Prevention and Wellness Trust Fund through DPH, MetroWest Moves will schedule a planning meeting to determine the focus of our application.
- g. **Next meeting date/time:** Friday, September 6<sup>th</sup>, from 11:00am-1:00pm at the Hudson Town Hall. The meeting will focus on smoke-free housing. MetroWest Moves will request that DPH meet with MetroWest Moves prior to this meeting from 10:00am-11:00am. The Coordination Team will send out a reminder e-mail with meeting agenda prior to this date.

IV. **Adjourn:** The meeting adjourned at 11:10am.