

**Board of Health  
Minutes – Executive Session  
August 17, 2015**

Members Present:

Bea Brunkhorst, Co-Chair  
Tom Kinzer, Co-Chair  
Caroline Donnelly

Staff Present:

Heidi Porter, Director

Also Attending:

Richard T. Reed, Bedford Town Manager

Member Absent:

Sarah Thompson  
Anita Raj

The regularly scheduled meeting of the Board of Health was called to order at 7:02 P.M. in the Fitch Room (Room 215), Town Center Building. Dr. Brunkhorst chaired.

Vote taken during Regular Meeting to Enter into Executive Session.

Discussion of the Bedford Public Health Nurses Professional Unit (i.e. School Nurse) Contract

Mr. Reed indicated that Ms. Porter and he had been meeting with the School Nurses and their union representative from the Massachusetts Nurses Association to negotiate a 3 year contract for July 1, 2015 through June 30, 2018. Mr. Reed presented a Memorandum of Agreement between the Town of Bedford and the Bedford Public Health Nurses Professional Unit which outlined that the proposed contract includes a Salary Schedule for the School Nurses that is comparable to that of the Bedford Teachers but would be equalized over each step. The proposed salary schedule includes a scale for school nurses who have a Bachelor's Degree and a separate scale for school nurses who have a Master's Degree. It is laid out for 2 years with the opportunity for a salary re-opener in year 3. It would also include a Job Description for the School Nurse Leader and corrects some language regarding medical insurance.

Mr. Reed indicated that Ms. Porter reviewed the Board budget for FY16 and confirmed that the current FY16 Board budget would be able accommodate the proposed rates for the School Nurses on the new scale. However, for FY17, additional funding above the potential 2.5% Finance Committee guideline would be required.

Given that, coincident with school nurse contract negotiations, the Town is negotiating with the School Department to transition the school nurses to school department oversight, there were some contract financial considerations that the schools wanted the Town to mitigate prior to accepting the nurses. That mitigation included the Town acquiring Finance Committee commitment that additional funding needed to support the FY17 contracted school nurse salaries above and beyond the 2.5% Finance Committee guideline will be provided to the School Department, such that the negotiated salary increases would not have to be absorbed by the FY17 school budget.

Mr. Reed indicated that following the presentation to the Board, and acquisition of their approval, he would be seeking Town Selectmen approval of the Contract, then Finance Committee approval for the additional FY17 funding. Provided all those approvals were obtained, the contract and transition of budget funds from the Board to the School Department would then be voted on by Town Meeting in November 2015.

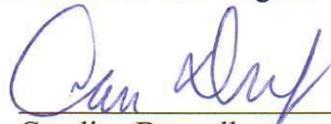
Mr. Reed requested Board vote of approval of the proposed changes to the School Nurse contract. Mr. Kinzer moved approval of the contract. Ms. Donnelly seconded. Vote: 3-0.

Mr. Kinzer moved to exit Executive Session. Ms. Donnelly seconded. Roll call vote: Mr. Kinzer – yes, Dr. Brunkhorst – yes, and Ms. Donnelly – yes. Vote: 3-0.

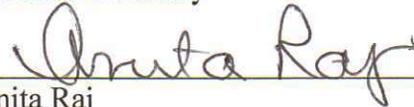
The Board exited Executive Session at 7:33 P.M. and resumed their Regular Meeting.



Bea Brunkhorst, Co-Chair



Caroline Donnelly



Anita Raj

Tom Kinzer, Co-Chair



Sarah Thompson