

**Health Department and Board of Health Action Items**

**Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years**

**NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.**

Goal #	Goal Actions	Primary Entity	Subentity(ies)	Evaluation Metrics	Priority	Status July 2022
G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, <b>All entities</b>	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people participating in civic life.	ST/MT	
G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	<b>Other entities as appropriate</b>	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	
G2-24	Monitor and safeguard water safety at point of delivery in all public buildings.	Administration	<b>Health Department</b>	Set standards. Monitor safety. Propose new regulations or appropriations as required.	ST	
G3-14	Incorporate addressing climate change/resiliency into routine permitting and operations.	<b>All Boards and Committees</b>		Date new mandate adopted. Changes to Zoning or subdivision regulations adopted. Impact on projects.	ST	
G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	<b>All boards and committees</b>	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	
G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	<b>All Boards</b>		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	
G4-1	Create working groups of staff and committee and board members to meet regularly around common priorities to identify and work together toward shared objectives.	<b>All boards, committees, and departments</b>	Administration, Selectboard	Date working group created. Number of shared priorities identified. Number of group actions being pursued. Number of actions completed.	ST	
G4-4	Improve inter-departmental communications within the municipality and to the public.	Administration	<b>All departments</b>	Number and types of communications. Feedback from residents and business owners.	ST/MT	
G4-5	Provide professional development for all departments and committees as appropriate to improve skills in website content development and presentation.	Administration	<b>All departments</b>	Date provided. Number of participants.	ST/MT	
G4-8	Create a central resource directory on the Town website for all listing and linking to all current plans, reports and key data.	Administration	<b>All boards, committees, and departments</b>	Date resource created. Relevance of information provided. Use of information.	ST/MT	
G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	<b>All other boards and committees</b>	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	
G4-21	Procure portable road signs for emergency use.	<b>Health Department</b>	Emergency Management Director	Number of times used. Locations at which signs placed. Feedback.	ST	
G4-22	Post articles in area newspapers, Town's website and social media.	<b>All boards and committees</b>		Number of articles posted. Number of responses or other feedback.	ST/MT	
G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	<b>All boards, committees, and departments</b>	Date baseline data identified. Schedule for collection of baseline data. Date(s) data collected.	MT	

G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	<b>All boards, committees, and departments</b>	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to Selectboard, Planning Board, and Town Meeting.	MT/LT	
G4-29	Work with Town Administrator, Planning Board and Selectboard to determine whether there are additional reporting mechanisms that should be put in place, for example to flag an urgent issue.	Master Plan Implementation Committee	Administration, Planning Board, Selectboard, <b>All Departments</b>	Date additional reporting mechanisms identified. Number of users. Feedback on effectiveness.	ST/MT	