

**Board of Health Meeting Minutes  
January 17, 2017**

**Board Members & Liaisons Present:**

Constance Young, EdD, RN, Chairperson  
Joan Cagginello, MS, RN  
Joan M. Costello, BSN, RN, Vice Chairperson  
Atty. Christine M. Gonillo, Secretary  
Ernest Judson  
Holly Mulrenan, BSN, RN, MS  
Ellen Beatty, Board of Alderman Liaison  
Ray Vitali, Board of Alderman Liaison  
Thomas Jagodzinski, Board of Education Liaison

*Board Members & Liaisons not present:*

Mitchell Quintner, DMD

*Others Present: None.*

*Health Department Staff Present:*

Deepa Joseph, MPH, Director of Health  
Marianne Klinga, Recording Secretary

C. Young called the meeting to order at 6:30 p.m.

**Approval of Minutes – December 13, 2016**

The minutes of the meeting held on December 13, 2016 were approved unanimously on a motion by J. Costello and seconded by E. Judson.

**Election of Officers for 2017**

The following officers were elected for 2017 and approved unanimously:

Constance Young, Chairperson on a motion by E. Judson, seconded by J. Costello.  
Holly Mulrenan, Vice Chairperson on a motion by J. Costello, seconded by J. Cagginello.  
Christine Gonillo, Secretary on a motion by J. Cagginello, seconded by C. Young.

**Public Session:** *None*

**Environmental Division Report – Laura M. Miller, REHS/RS**

*Anti-blight activities*

As of the week ending January 13, 2017 the Health Department received 225 general complaints from Milford residents. Of those 225 complaints, 39 were complaints of blight for the 2016/2017 fiscal year thus far. Properties that fail to comply with the orders defined in the issued Notice of Violation are referred to the City Attorney's office for enforcement action. The owners of these properties may be fined \$100 for each day the violation(s) continue to exist after the compliance date specified in the notice of violation. Currently there are eighteen blighted properties undergoing enforcement action.

### Food Protection Program

Food Service Establishment license renewal letters were sent out to 389 food service establishments for the 2017 licensing year. In addition to commercial food service establishments, MHD licenses and inspects 35 itinerant food vendors and 11 concession stands located at various baseball fields around the City.

#### *Comments:*

- *D. Joseph stated that one of the goals for the Food Protection program in 2017 is to address repeat violations by the same food service establishment. The Chief of Environmental Division is currently reviewing food inspection files to identify repeat violations so they can be addressed with food service establishment owners. Sanitarians will assist with getting a plan of correction. This is part of the Health Department's ongoing quality improvement process.*
- *Discussion ensued about the many responsibilities of the Sanitarians and their vital role in protecting the public health of Milford.*

### **Nursing Division Report – Joan Campbell, RN, BSN**

#### Seasonal Flu and Seasonal Influenza Vaccination Campaign

As of 1/7/17, the Centers for Disease Control and Prevention reports influenza activity has increased in the U.S. The Connecticut Department of Public Health reports that influenza activity is rapidly increasing in CT and has been classified geographically as “widespread”. The predominant circulating virus is Type A (H3N2). As of 1/7/17, a total of 614 positive influenza cases have been reported statewide for the current season with 134 being in New Haven County. Influenza has been reported in all eight counties. A total of 270 hospitalized patients with laboratory-confirmed influenza have been reported statewide. Five flu-associated deaths in individuals greater than 65 years of age have been reported to date in Connecticut.

The Milford Health Department continues its seasonal influenza campaign with monthly immunization clinics held at the Health Department. We will continue to provide the influenza vaccine through March 2017. Both the regular flu vaccine and the high dose vaccine for individuals over sixty-five years of age will be offered. The school nurses and Health Department continue to monitor the influenza Like Illness (ILI) activity in the schools; to date there is no significant ILI activity observed among our school age students. The school nurses continue to provide influenza prevention and hand washing education in all of the schools.

#### School Health Services

The school nurses recently completed the Annual Health Condition Data Survey for each of their schools. This survey reflects how many students in each school are affected with a specific health condition. This data gives us a comprehensive overview of the health needs of the students in Milford.

#### Southern Connecticut State University Nursing Students

The Health Department will provide a learning experience in school and community nursing for senior nursing students from Southern Connecticut State University and Sacred Heart University for the spring semester. The students will work with the school nurses in assessment of students,

providing daily care, performing mandated screenings and learning the role of the school nurse in the education environment.

*Comments:*

- *None.*

**Emergency Preparedness Report - Tara Mustakos Wassmer, REHS/RS, CHES**

Milford Health Department (MHD) staff will attend the first 2017 Emergency Support Function (ESF) 8 meeting this month. Meetings will continue to be bi-monthly for the remainder of the 2016-2017 fiscal year. Adjacent to this meeting MHD staff will meet with the Family Assistance Centers (FAC) workgroup. Draft plans are under the final developmental stages. The plan itself will serve as a template for local health departments in the event of a mass casualty/fatality event to guide the set up of the FAC. Local planners are working with mental health professionals, emergency responders and Department of Emergency Services and Public Protection staff. The plan is being modeled after existing state plans as well as the National Transportation & Safety Board (NTSB) guidance. Once guidance is finalized MHD will work with city partners to identify location(s) which may be used as a FAC in the event of an incident.

The Yale Program on Climate Change Communication (YPCCC) released a second draft of the Medical Reserve Corps (MRC) survey to MHD. Review of the survey is ongoing with the goal to obtain as much Milford specific data as possible. MHD staff plan to survey current MRC & CERT volunteers in addition to Milford Beach Associations and condo associations located at the shoreline.

MHD Volunteer Coordinator is working with the Milford Fire Department on plans to host training for MRC & CERT volunteers, the basis “Ordinary people trained to save lives in shootings, attacks program.” The training program is for the everyday person who might find themselves in a position where they might offer emergency assistance as private citizens. The optimum training for this type of situation would include basic first aid training and advice for extreme emergency situations from MFD paramedics. This is currently being investigated for a collaborative training experience presented by both Milford Fire and Police Departments. This type of training, if successful, could be offered on an annual basis to all who attended their initial session as a form of an update. It could also be offered to all of the MRC Volunteers throughout Region 2 once the program is established.

MHD is participating on a regional workgroup to develop a functional exercise in late March 2017 to spend the remaining Ebola Virus Disease (EVD)/infectious disease response regional grant. This exercise is a continuation on the tabletop exercise held in 2016 and will highlight some of the strengths and areas for improvement identified. Two mass dispensing areas (MDAs) from Region 2 will be asked to stand up the Emergency Operations Center (EOC) in their town/city. Milford will be conducting a full scale exercise in tandem with this exercise to test the new closed point of dispensing (POD) at Parson’s Government Center.

*Comments:*

- *R. Vitali inquired about the volunteers. D. Joseph explained that the MRC & CERT volunteers assist Health Department staff in a variety of situations, including emergency*

*shelter operations, dispensing prophylactics in the event of an emergency, and volunteering at various community-based events.*

## **Community Health – Jennifer Clarke-Lofters, MPA**

### *Disease Surveillance*

There were 28 cases of disease reported for the months of December, with Influenza as being the most frequently reported.

### *Putting on AIRS Asthma Program*

Putting on AIRS asthma program started a new contract on September 1, 2016. The new contract changes have allowed the program to modify eligibility, while extending the number of home visits as directed by the Centers for Disease Control and Prevention. The program now offers up to three (3) home visits and a 6 month follow up after a participant has been enrolled. As you know, follow-ups are conducted to discuss whether individuals and/or families have implemented the recommended control measures, to determine outcomes as a result of the home visit, and to discuss any challenges/barriers/etc. In total we received 67 referrals since the beginning of the contract year. For the month of December we received 18 referrals. This month we have been able to complete 12 initial home visits, three 2<sup>nd</sup> home visits and zero 3<sup>rd</sup> home visits.

### *Parent Leadership Training Institute (PLTI)*

PLTI will begin its eighth training institute on January 14, 2017. PLTI has successfully recruited over 20 diverse participants for this year and we are looking forward to the great relationship building this group will form. We have had great success from this program with 107 graduates. The previous funding year succeeded with 15 very diverse and cohesive graduates who are now members of local boards and organizations. PLTI which enables parents to become leading advocates for children in their community through participation in four phases of training—a one-day retreat, a 10-week course on parent leadership, a 10-week course on civic engagement, and a community project to practice what participants have learned within a community context.

### *PHAB (Public Health Accreditation Board)*

The Milford Health Department is still preparing itself to submit an application to become accredited. Our next step is looking at quality improvement for the department. We have continued to work on drafting and reviewing our first project in the environmental division. We will continue to work in the health department as a team to become accredited while keeping a look out for other funding opportunities.

### *NACCHO (National Association of County and City Health Officials) Challenge Award*

The Milford Health Department was awarded 2015-2016 NACCHO's Medical Reserve Corps Challenge Award for one year this past spring. The department plans to work with Yale Program on Climate Change Communication (YPPCCC) to conduct a survey of MRC volunteers to assess their hurricane knowledge, risk perceptions, training experience, communication skills and resources to conduct face to face conversations. The results will then be utilized to develop recommendations for a training and recruitment program for Milford MRC to serve as neighborhood ambassadors.

Currently we are working on the draft of the survey and will be in preparation to disseminate the survey soon.

**Comments:**

- *D. Joseph noted that PLTI kicked off on Saturday with a retreat day. Community leaders present included Mayor Benjamin Blake, Superintendent of Schools Dr. Elizabeth Feser and Representative Pam Staneski.*

**Old Business:**

- *None.*

**Director's Report: Deepa Joseph, MPH**

- *The Board of Finance budget hearing for the Health Department is scheduled for February 13<sup>th</sup>. Staff members are completing informational handouts to summarize the many different services provided by the Health Department, which will be shared at the next Board of Health meeting. As discussed in previous meetings, there is a need in the Health Department and Human Services agency for staffing resources to help obtain, maintain, and coordinate grant-funded programs. The new budget includes a proposal to utilize some existing funds to support a consultant position to serve this need.*
- *The discussion surrounding the Department of Public Health's (DPH) proposed legislation to require integration of local health departments into health districts continues, with many towns and municipalities opposed due to concerns over increased costs and fewer services. D. Joseph has been in contact with local leaders and representatives about the proposed legislation and the potential impact on Milford. Representative Pam Staneski has proposed a bill to prohibit the consolidation of municipal health departments. DPH will be holding another town hall forum on the subject next week. D. Joseph will attend and board members were invited to attend as well.*
- *Discussion ensued about the proposed structure of the integrated health district, the services covered and not covered, the potential additional costs, and the overall impact on the residents of Milford.*

**New Business:**

- *None.*

**Adjournment:**

*E. Judson motioned to adjourn the meeting seconded by J. Costello and was unanimously approved.*

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Marianne Klinga  
Recorder