

**Board of Health Meeting Minutes
January 19, 2016**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Joan M. Costello, BSN, RN, Vice Chairperson
Atty. Christine M. Gonillo, Secretary
Joan Cagginello, MS, RN
Ernest Judson
Holly Mulrenan, BSN, RN, MS

Board Members & Liaisons not present:

Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison
Ellen Beatty, Board of Alderman Liaison
Thomas Jagodzinski, Board of Education Liaison

Others Present:

Pam McLoughlin, New Haven Register

Health Department Staff Present:

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

C.Young called the meeting to order at 6:01 p.m.

Approval of Minutes – December 15, 2015

The minutes of the meeting held on December 15, 2015 were approved unanimously on a motion by E. Judson and seconded by J.Costello.

Election of Officers for 2016

The following officers were elected for 2016 and approved unanimously:
Constance Young, Chairperson on a motion by E. Judson, seconded by J. Costello.
Joan Costello, Vice Chairperson on a motion by E. Judson, seconded by C. Gonillo.
Christine Gonillo, Secretary on a motion by J. Cagginello, seconded by J. Costello.

Public Session: *None*

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

Anti-blight activities

As of the week ending January 15, 2016 the Health Department received 200 general complaints from Milford residents. Of those 200 complaints, 27 were complaints of blight for the 2015/2016 fiscal year thus far. Over time each complaint is in various stages of the process, some properties do not meet the criteria set up in the anti-blight ordinance and are being investigated under the Housing or General Public Health codes. Others are in compliance and show no cause for enforcement action, while others are still in progress or under investigation. 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 386 food service establishments for the 2016 licensing year. In addition to commercial food service establishments, MHD licenses and inspects 25 itinerant food vendors and 11 concession stands located at various baseball fields around the City.

Comments: None.

Nursing Division Report – Joan Campbell, RN, BSN

Seasonal Flu and Seasonal Influenza Vaccination Campaign

The Connecticut Department of Public Health reports that influenza activity has been increasing in CT and has been classified geographically as "regional". The predominant circulating viruses this season are Type A. As of 1/9/16, a total of 179 positive influenza cases have been reported statewide for the current season with 44 being in New Haven County. Influenza has been reported in all eight counties. A total of 76 hospitalized patients with laboratory-confirmed influenza have been reported statewide. One flu-associated death in an individual greater than 65 years of age has been reported to date in Connecticut.

As of 1/9/16, the Centers for Disease Control and Prevention reports influenza activity in the U.S. increased slightly.

The Milford Health Department continues its seasonal influenza campaign with monthly immunization clinics held at the Health Department. Approximately 1200 flu shots have been administered to date. We will continue to provide the influenza vaccine through March 2016. 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 are providing influenza prevention and hand washing education in all of the schools.

School Health Services

A new Concussion Management Procedure for nursing and school staff has been developed by the Milford Health Department along with Dr. Carlson and Dr. Feser. This procedure outlines the steps that need to be taken by the Concussion Management Team at each school when there is a student in school with a concussion. The school nurse is a key member of the Concussion Management Team as often the nurse is the first person in school to learn about a student's concussion and is typically the point person in school to follow up on recommendations from the medical provider regarding accommodations needed in the school setting and restrictions surrounding activity.

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 for the spring semester. We will have eight students who will spend five weeks in the Milford schools. 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:

- *An inquiry was made about the vacant Dental Hygienist position. D. Joseph responded that the job description is being finalized and the position will be posted soon.*

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

Regional Initiatives

The next Region 2 Emergency Support Function (ESF) 8 meeting is scheduled for Wednesday, January 20th. This will be the first meeting for 2016, and this year meetings will be held bi-monthly instead of quarterly to increase communication among healthcare coalition partners. Discussion topics for this month include:

- Family Assistance Center Workgroup progress
- Statewide Exercise Planning

Local Preparedness Initiatives

Milford Health Department staff continues to participate on a regional workgroup to develop a Family Assistance Center (FAC) template plan. Standing up a FAC is the local health department role in response to a mass casualty, large scale incident. This group has met twice now and is developing a plan of action.

As part of the statewide exercise plan, Milford will be participating in a table top exercise (TTX) in February along with local planning partners. The focus of this exercise will be response to an infectious disease patient(s). The scenario will be discussion based and tie into the full scale exercise (FSX) in April.

Milford Health Department staff had the first planning meeting to address the April FSX January 14th. The April exercise will test medication delivery from the CDC/CT Department of Public Health to local health departments who then have to distribute in a Point of Dispensing (POD). Milford plans to test the drop off of medication and distribution to critical first responder groups (i.e. those departments needed to open, operate and staff beginning POD operations).

Work is currently in progress to fit Milford's plans to the new CDC assessment tool, the *Medical Counter Measure Operational Readiness Review (MCM ORR)*. Reviews are conducted annually and this year will be the first review using the MCM ORR tool developed on the federal level.

Available grants for the Medical Reserve Corps (MRC) program are changing for this year's funding applications. Challenge awards up to \$15,000 will be granted. Milford is working with Yale University to draft a challenge award proposal. There are currently 997 MRC units in the United States.

The CDC, state and local health authorities continue to monitor the Ebola Virus Disease (EVD) and for Highly-Pathogenic Avian (HPIA) Influenza A in bird populations. As of January 15th, 2016, one new case of Ebola was identified in Sierra Leone. Guinea is the last country listed with widespread

transmission of EVD. Travelers from Guinea will continue to enter the United States through one of the designated U.S. airports conducting enhanced entry screening.

Comments:

- *Discussion ensued about the April full scale exercise and what is involved with packaging and distributing medications from a Point of Dispensing to the critical first responder groups.*
- *Discussion also ensued about the MRC Challenge Award proposal and collaboration with Yale University, and the possible study of resident's likelihood to evacuate during a major storm event.*

Community Health – Jennifer Clarke-Lofters, MPA

Disease Surveillance

There were 32 cases of disease reported for the month of December, with Chlamydia being the most reported disease.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received 15 referrals for the month of December, for a total of 39 referrals received this program year with 19 home visits completed. The Program Coordinator focused heavily on both follow-up calls and building relationships with community providers for the month of December. As part of the program, the Coordinator conducts a 2-week, 3 month, and 6 month follow-up after the home visit. The purpose of the follow-up is 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. The Program Coordinator completed 20 Three month follow-up calls and 13 six month follow up calls for the month of December. Along with continuous promotion of the program the coordinator has successfully provided both education and collaboration to the service providers that the region services. In her collaboration she has had one pediatrician from Yale PCC join her on a home visit and has plans of other joining other visits in the near future.

Parent Leadership Training Institute (PLTI)

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. PLTI started its 7th rotation with its first one day retreat of 18 Participants on January 16, 2016 at the First United Church, Congregational in Milford. Several guests of honor welcomed the class at the retreat Representative Pam Staneski, Superintendent of Schools Dr. Elizabeth Feser, and our own Deepa Joseph, Director of the Health Department.

PHAB (Public Health Accreditation Board)

The Milford Health Department is preparing itself to submit an application to become accredited. The Public Health Accreditation Board is a nonprofit organization dedicated to improving and protecting the health of the public by advancing and ultimately transforming the quality and performance of state, local, tribal, and territorial public health departments. Accreditation provides a framework for a health department to identify performance improvement opportunities, to improve management, develop leadership, and improve relationships with the community. The process is

one that will challenge the health department to think about what business it does and how it does that business. We are currently in the process of obtaining the tools from PHAB that will allow us to provide ourselves with a self assessment to take the necessary steps forward in reaching a successful accreditation. The accreditation has a seven step guide and step one is Pre-application which is where MHD currently stands.

Comments:

- *Discussion ensued about the Putting on Airs Asthma program, including the partnership with the REACH program through Yale, which has allowed for pediatric residents to accompany program staff on home visits.*
- *Discussion also ensued about the Public Health Accreditation process including the steps, cost, and site visit process. PHAB has a two day Site Visitor training program to allow qualified health department staff to conduct site visits for other health departments undergoing accreditation. This is a beneficial learning experience for health departments who are applying for accreditation and D. Joseph along with a few additional Health Department staff plan to apply to take the training to become a Site Visitor.*

Old Business: *None.*

Director's Report: *Deepa Joseph, MPH*

- *The Health Department's budget hearing with the Board of Finance will be February 9th. There are no changes over the current budget that D. Joseph is aware of. Materials are being prepared for distribution to the board highlighting the various activities and programs of the Health Department. C. Young offered to attend Board of Finance budget hearing with D. Joseph.*

New Business:

- *J. Costello commented on recent headlines about drinking water safety and inquired about Milford's drinking water. D. Joseph explained that the Health Department has an established working relationship with the Regional Water Authority and the CT Department of Public Health's Drinking Water section. Each of those entities keeps the Health Department apprised when there are issues impacting water quality and/or safety in Milford.*

Adjournment:

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

The meeting adjourned at 6:35 p.m.

Respectfully submitted,

Marianne Klinga
Recorder