

**Board of Health Meeting Minutes  
February 15, 2011**

**Board Members & Liaisons Present:**

Constance Young, EdD, RN, Chairperson  
Ernest Judson, Vice Chairperson  
Joan M. Costello, BSN, RN, Secretary  
William F. Lynch, MD  
Mitchell Quintner, DMD  
Christine M. Gonillo  
Deborah Woods

*Board Members & Liaisons not present:*

Ray Vitali, Board of Alderman Liaison  
James Patterson, Board of Alderman Liaison  
Diane Kruger-Carroll, Board of Education Liaison

*Others Present: None*

**Health Department Staff Present**

A. Dennis McBride, MD, MPH, Health Director  
Beverly Hayes, BS, Administrative Assistant

C. Young called the meeting to order at 6:30 p.m. She then turned the meeting over E. Judson for the Election of Officers.

**Election of 2011 Officers**

The following officers were elected for 2011 and approved unanimously:  
Chairperson— Connie Young on a motion by E. Judson, seconded by J. Costello.  
Vice Chairperson— Ernie Judson on a motion by C. Young, seconded by J. Costello.  
Secretary— Joan Costello on a motion by M. Quintner seconded by E. Judson.

**Approval of Minutes – December 14, 2010**

The minutes of the meetings held on December 14, 2010 were approved unanimously, on a motion by C. Young and seconded by E. Judson.

**Hookah Planning & Zoning Public Hearing**

C. Young made a motion that the Board of Health support that opening of the Hookah Lounge is deleterious to the health and welfare of Milford citizens and as such that the Planning and Zoning Board should not support its opening. E. Judson seconded the motion and the motion carried with C. Gonillo abstaining from the vote. C. Young explained that E. Judson would be leaving to attend the Planning & Zoning Board meeting this evening.

D. McBride added that Senator Gail Slossberg is sponsoring a bill on Hookah smoking.

## Environmental Health Report – Laura Miller, RS

### Anti-blight activities

As of the week ending February 14, 2011 the Health Department received 199 total complaints of blight since the ordinance went into effect in September of 2009. Currently, eleven properties are under investigation while twelve have been issued correction orders from the Anti-blight Enforcement Officer. 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.

Currently, five properties failed to comply with the orders defined in the Notice of Violation and have been 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. These five properties are actively accruing \$100 dollars/day for non-compliance with the anti-blight ordinance.

Total # of blight complaints	Repeat complaints	Under Investigation <b><u>OPEN</u></b> Record	Currently under orders - NOV <b><u>OPEN</u></b>	Record Complete d/closed	No cause for enforcement action	Referred to City Attorney <b><u>OPEN</u></b>
201	<b>45</b>	<b>11</b>	<b>11</b>	<b>119</b>	<b>29</b>	<b>5</b>

### Environmental Health Division Response to an increase in Gastrointestinal Illness at Foran High School

On January 5, 2011 it was reported to Joan Cagginello, Nurse Supervisor that the absentee rate at Foran High School spiked to 81 students and staff out sick with nausea and vomiting. On that day an Environmental Health Sanitarian went out to the school and conducted an investigation of the kitchen with the food service workers. On January 6, 2011 the number of students and staff out sick with nausea and vomiting was up to 280. On January 6, 2011, Environmental Health Sanitarians conducted surveys at all 17 public and parochial schools. The purpose of the investigation was to check on food preparation procedures and equipment, and to interview food service workers. It was necessary to take immediate action and follow-up at all of the schools to ensure that all food service workers were aware of the situation and to determine if any of them suffered from this illness. During the visits to the schools the Sanitarians gave educational materials to the Qualified Food Operators on Norovirus and discussed strategies to prevent the spread of food-borne illnesses with them. Ill food worker policies were reviewed with each of the schools Qualified Food Operators and the Director of Food Operations for the Milford Public School System. It was determined that all of the Milford Public Schools utilize chlorine as their primary form of sanitizing solution in their kitchens and cleaning and sanitizing procedures on surfaces in the kitchens and cafeterias was reviewed by the Sanitarians. Additionally, Laura

Miller asked the schools facility operations manager to instruct the custodians to switch to a chlorine based solution to do the general cleaning throughout the schools and to focus on table tops, door knobs, lockers and floors.

*Comments:*

- D. McBride stated that he was contact by AARP regarding how the Milford community is handling hoarding & housing issues. They came to video tape interviews with Dr. McBride, Judy Dicine from the State's Attorney Office, and the CRIDE meeting as well as a mock housing inspection. This will ear on PBS, however, Connecticut PBS will not be offering it.

**Nursing Division Report – Joan Cagginello**

*Seasonal Influenza and Seasonal Influenza Vaccination Campaign*

The entire United States is experiencing an increase in the number of influenza cases at this time. Connecticut is designated by the Centers for Disease Control and Prevention (CDC) as having “widespread” influenza activity and Milford, specifically, has 36 documented cases of flu as of this date.

The Health Department has concluded our scheduled influenza clinics for this 2010-11 flu season. We offered influenza vaccine at the February immunization clinic and we did not have any patients seeking the flu vaccine. The total number of influenza vaccinations provided this season was markedly decreased overall, with 1755 individuals receiving vaccinations.

*School Health Services*

A new job description for public health nurses has been approved by the Civil Service commission. The job description was written in collaboration with the Health Department administration and the nurses union. The new job description is consistent with the Scope and Standards of School Nursing. The new job description replaces the earlier version which was written in 1988.

The Nurse Administrator and Lead Nurse are currently performing documentation reviews and observation of adherence to standard practices in all of the school health offices. The Health Office visits are an opportunity to ensure that each office is following protocol determined by the Milford Health Department and to offer one-to-one guidance to school nurses in the school office setting.

There have been a number of serious individual student health issues that have required review, advice and intervention from the School Medical Advisor and Nursing Administrator. Confidentiality of medical records and personal medical information is protected at all times.

Continuing education activities continue for the school nurses with a speaker, Gina MacDonald, LCSW presenting a program on Eating Disorders and Body Image at our February staff meeting.

*Student Nurses*

The Milford Health Department will host Southern Connecticut State University students for the spring semester. The senior nursing students will spend time weekly at the various grade levels, learning the role of the school nurse and assisting with care of students throughout the school day.

The health department will also host an undergraduate nurse (senior student) from Sacred Heart University who will spend her community nursing experience at the Milford Health Department beginning next month. She will spend time in each of the disciplines (school health/public health nursing, communicable disease, environmental health and emergency preparedness) learning all of the facets of a local health department.

*Comments: None*

## **Community Health Division Report - Deepa Joseph**

### *Disease Surveillance*

There were 32 cases of disease reported for the month of December and 20 cases of disease reported for the month of January, with influenza being the most reported disease. The Health Department has received 24 reports of laboratory-confirmed seasonal influenza to date.

### *Gastrointestinal Illness at Foran High School*

On January 5, 2011 it was reported to Joan Cagginello, Nurse Administrator that the absentee rate at Foran High School spiked to 81 students and staff out sick with nausea and vomiting. The Community Health Coordinator drafted communication messages to be distributed through the Milford Public School system, as well as to the parochial schools and daycares. A combined letter from Dr. McBride and Assistant Superintendent Michael Cummings was sent to all parents notifying them of the illness and the measures taken to address the issue. Parents and staff were reminded of the importance of handwashing as a preventive measure. A Connect Ed message was also drafted and sent to all parents at Foran High School.

### *Putting on AIRS Asthma Program*

The program received a total of 25 referrals for the months of December and January, resulting in a total of 67 referrals for this contract year. The CT Department of Public Health recently published statewide data evaluating the Putting on AIRS program. The results of the analysis demonstrate that participants in the program experience improved quality-of-life 6 months following the initial visit. Quality of life indicators included number of unscheduled acute care visits, days absent from school/work due to asthma, number of time rescue inhaler used, and number of symptom-free days.

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

The Health Department, in collaboration with Kids Count and the Discovery Initiative in Milford, is preparing to kick-off Milford's 3<sup>rd</sup> Parent Leadership Training Institute (PLTI). PLTI 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. Through the efforts of the PLTI Coordinator and the Design Team, we have recruited 17 participants for this session from a variety of backgrounds. PLTI kicked-off with a one-day retreat on Saturday, January 29, 2011. Honored guests including Mayor Richetelli, Dr. McBride, Representative Paul Davis, Assistant Superintendent Michael Cummings, and several others welcomed participants and encouraged them to take an active role in the community during and after PLTI.

### CT Department of Public Health SEALS Program

The Milford Health Department applied for grant funding through the CT Department of Public Health (DPH). If awarded this funding, the Milford Health Department will participate in a data collection/tracking program for the department's Oral Health Services program. Data will be collection through utilization of SEALS (Sealant Efficiency Assessment for Locals and States) software. Participation in this program will allow for us to evaluate the Oral Health Services program and obtain outcome data into the effectiveness of the program.

*Comments: None*

## **Emergency Preparedness Report**

### **Regional/CRI Emergency Preparedness Report - Amy Shields**

The Director of Columbia University Regional Learning Center has reached out to Health Directors in Fairfield, Litchfield, and New Haven Counties. Columbia University was awarded a grant to enhance projects within the Preparedness and Emergency Response Learning Centers. The contract requires Columbia University to carry out course development and trainings to the three specific counties listed above. Regional preparedness partners will work with the University to outline training needs and establish a course of action.

Planning and coordination for the Regional Alternative Dispensing Exercise continues, though due to issues with the boiler system at the Wallingford Library, the table top exercise scheduled for February 8<sup>th</sup> was postponed to March 8<sup>th</sup>.

The Region 2 Emergency Planning Team (REPT) is in the process of completing needs assessments for all emergency support functions. ESF-8, public health and medical services, has looked into working with Long Term Care Facilities to establish a Long Term Care Mutual Aid Plan within Region 2. The mutual aid plan will allow the 56 long term care facilities in the Region to share resources and assist one another during an emergency, such as a flood causing an evacuation.

A second Veteran is now working within Region 2 at the East Shore Department Health District. He is working part-time assisting with local emergency preparedness projects. As the Veteran Program moves forward in Region 2, we will look towards different avenues of funding to sustain the program, and implement throughout the state.

### **Local Emergency Preparedness/Volunteer Activity Report - Tara Mustakos**

The Milford Health Department is preparing for the regional table top to be held March 8<sup>th</sup>. Milford will test the drive through model plan developed to aid the DMV handicapped placard population in Milford, a group of about 5700 people. This plan also includes preregistered groups in Milford including condo associations, beach associates and a long term health care facility. The focus of this exercise is to time the packing process of medication dispensing.

Milford Health Department staff and volunteers will be working to pack medications in this four hour window to evaluate how much time Milford will need to adequately dispense to our whole population of approximately 57,000. The exercise is scheduled to be on April 19, 2011. The exercise model is also going to be evaluated as a potential location for a drive through influenza vaccination clinic. Plans were developed to include this model in the need of mass vaccination to avoid community mass gathering settings.

The Milford Medical Reserve Corps was awarded a \$5,000 capacity building award grant from the National Association of City and County Health Officials. This grant will be used to further develop and train our volunteer corps. The Milford MRC has been actively involved in public health emergency preparedness in Milford since 2005 as the Milford Coalition for Community Preparedness and then in 2008 as the Milford MRC.

*Comments: None*

**Old Business:**

- D. McBride stated that Rick George from Animal Control has been working with the Beardsley Zoo and the Audubon Society on possible solutions to the two different species of Geese.

**New Business:**

**Director's Report:**

- D. McBride stated the Health Department is outgrowing its building and experiencing roof leaks and thought that perhaps the location on Seeman's Lane would be a great facility for the Police, Fire (office personnel) & Health Departments and serve as a Health & Safety Facility as other towns have done. E. Judson stated that he thought it a better use of the facility than the proposed Health Department with Senior housing.

**Adjournment:**

J. Costello motioned to adjourn the meeting, seconded by D. Woods and approved unanimously.

The meeting adjourned at 7:50 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder