

**Board of Health Meeting Minutes
February 16, 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
Ellen Beatty, Board of Alderman Liaison

Board Members & Liaisons not present:

Holly Mulrenan, BSN, RN, MS
Mitchell Quintner, DMD
Thomas Jagodzinski, Board of Education Liaison
Ray Vitali, Board of Alderman Liaison

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 6:00 p.m.

Approval of Minutes – January 19, 2016

The minutes of the meeting held on January 19, 2016 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

Public Session: *None*

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

Food Protection Program

On January 22, 2016 the MHD received notification from the CT Department of Public Health, Food Protection Program (CT DPH FPP), of a suspected foodborne disease outbreak potentially stemming from a Milford food service establishment. Once we received notification, an outbreak investigation was quickly initiated by MHD Sanitarians. Investigation of a foodborne disease outbreak is a threefold process and requires coordination between MHD, the CT DPH FPP, CT DPH Epidemiology Program and the State Laboratory in order to identify and eliminate the source of the outbreak. The main component of this investigation included an environmental investigation at the suspected location. The purpose of an environmental field investigation is to determine the contributing factors that may be the cause of the foodborne illness outbreak, whether it is improper food handling, ill food workers, or a contaminated ingredient. Our investigation focused on prior and current health status of the food handlers, details of the preparation of implicated foods including dates and times of preparation, collection of food and

environmental surface samples, monitoring temperatures and sanitation of food storage areas and safe food handling practices. General infection control measures were reviewed with each of the food handlers and managers, and enforced, as necessary. The environmental investigation also involved correction/compliance of critical deficiencies observed onsite. The current status of the investigation is open and on-going as we continue to receive laboratory results of food and environmental specimens collected during the investigation with the purpose of identifying the cause of illness.

Mosquito Control

While State health officials continue to monitor for Zika virus in CT and alert the public of the potential to contract Zika virus while traveling abroad, the Milford Health Department is conducting active surveillance for the disease here in Milford and the MHD's mosquito control plan is being reviewed and updated to include Zika virus. This year mosquito management will begin in April when All Habitat Services, the mosquito control consultant for Milford, will start monitoring the wetland habitats for mosquito larva and treating the marshy areas throughout the City where necessary. Furthermore, throughout the spring, summer and fall months, 101 known established mosquito-breeding sites in Milford are monitored and routinely treated with biological larvicide in addition to catch basins and dozens of stagnant breeding pools.

Anti-blight activities

As of the week ending February 12, 2016 the Health Department received 237 general complaints from Milford residents. Of those 237 complaints, 34 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.

Comments:

- *Discussion ensued about the foodborne outbreak investigation process and the steps involved in determining cause of illness.*
- *Discussion also ensued about mosquito control treatment methods and mosquito-breeding sites. The MHD will hold a press event with the Mayor in the spring to promote increased awareness of mosquito control in Milford.*

Nursing Division Report – Joan Campbell, RN, BSN

Seasonal Flu and Seasonal Influenza Vaccination Campaign

The Connecticut Department of Public Health reports that although influenza activity is low, it is rapidly increasing in Connecticut and in parts of the country. It is currently classified geographically in Connecticut as "widespread". The predominant circulating viruses continue to be Type A. As of 2/6/16, a total of 491 positive influenza cases have been reported statewide for the current season with 144 being in New Haven County. Influenza has been reported in all

eight counties. A total of 184 hospitalized patients with laboratory-confirmed influenza have been reported statewide. One influenza-associated death in an individual greater than 65 years of age has been reported to date.

As of 2/6/16, the Centers for Disease Control and Prevention reports flu activity increased slightly in the United States. There are localized pockets of high activity in parts of the country. CDC recommends an annual flu vaccine for everyone 6 months of age and older. If you have not gotten vaccinated yet this season, it is recommended that you get vaccinated at this time.

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 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 continue to provide influenza prevention and hand washing education in all of the schools.

School Health Services

The Milford School Nurses joined the entire Milford Health Department team at a staff meeting on January 27th. Director Deepa Joseph introduced new staff member Jennifer Clarke-Lofters and gave an update to the entire department regarding upcoming emergency preparedness exercises, the accreditation process for local health departments and the Medical Reserve Corp “challenge award”.

The majority of school nurses have completed their Incident Command System training (level 100). All training is set to be completed by the end of March. This is an online training through FEMA.

Kindergarten Registration is in the process of being scheduled by the Milford Public Schools. It will be held in April at each of the eight elementary schools. Each school will have three registration days. The school nurses will meet with the parents of all of the students registering for kindergarten to review medical information, discuss health concerns and obtain necessary health releases to speak to primary care providers regarding the health needs of the children during the school day.

Comments: None.

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

Regional Initiatives

Milford will be participating in a table top exercise (TTX) this month along with local, regional and state planning partners as part of the statewide exercise plan. The focus of this exercise will be response to an infectious disease patient(s). The scenario will be discussion based. Representatives from Milford Health Department, Police, Fire/EMS and Milford Hospital will be participating.

Local Preparedness Initiatives

Milford Health Department staff continues to participate on a regional workgroup to develop a Family Assistance Center (FAC) template plan. The group is currently working with the Department of Emergency Management & Homeland Security (DEMHS) Region 2 representative to identify if the state has a plan for mass casualty/mass fatality and where the local/regional piece will fit in. Standing up a FAC is the local health department role in response to a mass casualty, large scale incident.

Milford's plans will be reviewed this month by the CT Department of Public Health (DPH) Office of Public Health Preparedness. The review is the 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. All Milford's plans and supporting documentation have been submitted to DPH.

The Director of Health submitted an application for the Medical Reserve Corps (MRC) challenge award. Challenge awards are available for up to \$15,000 this year. Milford is working with Yale University to develop and implement this proposal if Milford is awarded. There are currently 997 MRC units in the United States. Award notifications will be made the week of March 21st, 2016.

Volunteer trainings offered this month and in January include Incident Command System (ICS) training 100, 200 700 & 800. ICS training is a nationally recognized approach to command, control and coordination of emergency response. Across the USA, first responder agencies train personnel to ICS in an effort for everyone to work in what is referred to as a common operating picture & language.

The CDC, state and local health authorities continue to monitor the Ebola Virus Disease (EVD), for Highly-Pathogenic Avian (HPA) Influenza A in bird populations and the evolving situation with the Zika virus.

Comments:

- *D. Joseph noted that the MHD will participate in the April full scale dispensing exercise with the New Haven Health Department. The exercise will test medication delivery from the CDC/CT DPH to local health departments followed by distribution in a Point of Dispensing (POD). MHD is planning an exercise in the fall on the "picking and packing" of medications for distribution in a POD.*

Community Health – Jennifer Clarke-Lofters, MPA

Disease Surveillance

There were 37 cases of disease reported for the month of January, with Influenza being the most reported disease.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received 10 referrals for the month of January, for a total of 44 referrals received this program year with 25 home visits completed. As part of the program, the Coordinator conducts a 2-week, 3 month, and 6 month follow-up after the home visit. As you

know, 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. Through collaboration efforts the Coordinator has been able to provide a presentation to Yale Physicians with a description of the program and a video sampling a home visit. This now provides physicians with some perspective as to what happens during these appointments.

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. The class has been running very smoothly and the unity amongst the members has been great! They have even created their own Face book group to continuously keep in touch outside of class.

PHAB (Public Health Accreditation Board)

The Milford Health Department is preparing itself to submit an application to become accredited. The accreditation has a seven step guide and step one is Pre-application which is where MHD currently stands. This step includes self assessment compared to PHAB standards and measures, identifying weakness and strengths and addressing weaknesses then finally completing an online orientation. The department is awaiting materials from PHAB and the Department of Public Health (DPH) to begin creating its own database to move forward in this process.

Comments:

- *D. Joseph noted that MHD is working with Milford Hospital on a Community Health Needs Assessment. MHD and Milford Hospital partnered with the Partnership for Greater New Haven to survey residents and collect data on community health needs. Data was presented to a focus group for feedback on the top identified needs. A community forum will be held in April at Milford Hospital. The next step will be to develop a Community Health Improvement Plan.*

Old Business:

- *Board members inquired about the suggestion for a possible merger with the Human Services Department. D. Joseph responded that the discussion and evaluation is still ongoing.*

Director's Report: Deepa Joseph, MPH

The Board of Finance budget hearing was held on February 9th. D. Joseph reviewed the handouts given to the Board of Finance to provide them with a snapshot of each of the Health Department's divisions and the work that each accomplishes. The Board found the handouts very informative.

Comments:

- *Discussion ensued about the variety of tasks and high volume of health office visits attended to by the school nurses, as well as the increase in students with more medically complex conditions and the time involved in caring for their needs.*

New Business:

- *The Board welcomed Ellen Beatty as the new Board of Alderman Liaison to the Board of Health.*
- *The Board discussed the opening of the Hookah lounge in Milford, including the health concerns over second hand smoke and requirement for disposable tubing and mouth pieces to reduce the potential for spread of communicable diseases.*

Adjournment:

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

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Marianne Klinga
Recorder