

**Board of Health Meeting Minutes
March 19, 2013**

Board Members & Liaisons Present:

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

Board Members & Liaisons not present:

Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison
George Gensure, Board of Education Liaison
Susan Shaw, Board of Alderman Liaison

Others Present:

Tom Ivers, Community Development Block Grant Coordinator

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Laura Trinkoff, RN, MA, Nursing Administrator
Beverly Hayes, BS, Administrative Assistant

C. Young called the meeting to order at 6:00 p.m.

Approval of Minutes – February 19, 2013

The minutes of the meeting held on February 19, 2013 were approved unanimously with corrections to elected positions of board members, on a motion by J. Costello and seconded by E. Judson.

D. McBride introduced Laura Trinkoff, RN, MA as the new Nursing Administrator. Ms. Trinkoff comes to Milford with over 20 years of nursing experience. Most recently, she worked as a School Nurse in the town of Cheshire. We welcome Ms. Trinkoff to the Milford Health Department and look forward to working to ensure the health and safety of the residents of Milford for years to come.

Public Session:

Tom Ivers, Community Development Block Grant Coordinator for the City of Milford provided a lengthy and comprehensive explanation concerning houses impacted by the Irene and/or Sandy storms and presented details on Hurricane Sandy Relief Funding from FEMA. He submitted a Disaster Fact Sheet and Sandy Relief Funding (HUD) explaining the program assistance offered to Milford homeowners.

Environmental Division Report – Laura Miller

Food Service Establishment license renewal

In January 2013, Food Service Establishment license renewal letters were sent out to 388 food service establishments for the 2013 licensing year. Food Service Establishment licenses expire on the last day in February every year. Currently, 359 establishments have renewed. There are 29 outstanding, 6 of which are itinerant vendors. Final notices have been sent out certified. In addition, renewal letters to the 10 concession stands are due to go out so that they will be licensed for the 2013 sports season.

Anti-blight activities

As of the week ending March 15, 2013, the Health Department received 59 total complaints of blight since the beginning of the 2011/2012 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 393 complaints. 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, eight 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 seven properties are actively accruing \$100 dollars/day for non-compliance with the anti-blight ordinance.

Total # of blight complaints since ordinance implementation	FY 2012/2013	Currently under orders - NOV <u>OPEN</u>	No cause for enforcement action	Referred to City Attorney <u>OPEN</u>
393	59	10	4	8

Comments: None

Nursing Division Report – Joan Campbell

Seasonal Influenza and Seasonal Influenza Vaccination Campaign

According to the Center for Disease control, Influenza activity remained elevated in the United States during week 10 (March 3 – 9, 2013) but it is decreasing in most areas. In Connecticut, a slight increase has been observed during the last few weeks and it remains classified geographically as “widespread”. Milford has had 155 confirmed cases. Influenza-like Illness reports continue to be sent weekly by the school nurses to the health department.

The Health Department has concluded our scheduled influenza clinics for the 2012-13 flu season. The total number of influenza vaccinations provided this season was 1233.

School Health Services

All of the school nurses completed their CPR recertification on March 7, 2013.

Four of our school nurses will be attending the 35th Annual School Health Conference – *Critical Issues in School Health 2013*- in Cromwell on March 28th.

The entire school nursing team is looking forward to meeting and working with our new nursing administrator, Ms. Laura Trinkoff.

Comments: None

Emergency Preparedness Reports

Regional/CRI Emergency Preparedness Report – Steve Maheux

Training and Exercises

The statewide Mass Dispensing Drill originally scheduled for September, 2013 has been postponed until April of next year. Some MDAs have scheduled pre-exercise drills with DPH focused on receiving supplies.

There is a workshop focused on the Regional TAR scheduled for next week to elicit feedback and comments from MDAs that participated. Overall, the standardization was a success and will continue to progress and improve.

Public Health Preparedness Contracts

The CDC conducted a regional Technical Assistance Review (TAR) on 3/7. An official report will be submitted to the region, but the initial impression is that the TAR went very well. Both the CDC and DPH are pleased with the progress made thus far and offered comments that will be discussed during the TAR workshop.

CT DPH has returned comments on the Region 2 Project Public Health Ready application. It is being revised before it is sent to the National Association of City and County Health Officials (NACCHO). NACCHO will review the application and make a decision on Region 2's national recognition. The application will be submitted by Friday, 3/22.

Lastly, I have accepted a position with the New Haven Health Department. My last day will be 3/22. I have truly enjoyed working at the Milford Health Department and have learned a tremendous amount in the year and a half I have been here. Quiana Lewis will be filling in as the Interim Regional Preparedness Coordinator.

Local Emergency Preparedness/Activity Report - Tara Mustakos

Local Emergency Preparedness Contract

The Milford Health Department was not selected by the National Association of City and County Health Officials (NACCHO) to receive a competitive grant for Medical Reserve Corps (MRC) Capacity Building. The Health Department is still planning to develop a *Shelter Task Force* within our MRC. The health department has been designated as the emergency shelter managers for the past two years of events now (Tropical Storm Irene & Hurricane Sandy).

Public Health Preparedness Activities

Public Health Preparedness deliverables still to be completed include: health department staff participation in a call down drill to test communication systems, participation in the Technical Assistance Review workshop, Crisis and Emergency Risk Communication (CERC) training and input for the Project Public Health Ready application.

The emergency preparedness coordinator is working with the State DPH SNS representative to set up a possible drill involving a medication drop simulation. Actual medications would not be delivered but staff and volunteers would have the opportunity to move and pack boxes to practice in the event a real emergency occurs. Details and dates still to be determined.

Comments: None

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 28 cases of disease reported for the month of January, with influenza being the most reported disease. There have been a total of 176 laboratory confirmed cases of seasonal influenza reported to date. The Health Department will continue to monitor ILI and reported influenza cases for the next few months.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received 3 referrals in February resulting in 82 total referrals for this contract year. In an effort to provide another valuable service to residents and as a result of funding received through the Preventive Health/Healthy Homes grant, the Milford Health Department offers our referrals a Putting on AIRS home visit as well as a Healthy Homes assessment. The Healthy Homes assessment takes a more comprehensive approach by focusing on housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The programs looks at a variety of environmental health and safety concerns including mold, lead, allergens, asthma, carbon monoxide, home safety, pesticides, and radon.

CPR Recertification Training

The Community Health Coordinator coordinated CPR recertification training for the school nurses, substitute nurses, and Health Department staff. Thirty-three (33) staff members were trained in adult, child, infant CPR, as well as AED. Beth Boyd, RN, was the primary instructor for the day, along with trainers from the Milford Fire Department. All staff members passed the written and practical skills tests.

Comments: None

Old Business:

- *C. Young asked for an update on the James Street property which the public expressed concern for at February meeting. Dr. McBride responded that the property was inspected and a Notice of Violation for Blight has been issued and the owner filed an appeal to the Housing Code Board of Appeals.*

Director's Report:

- *D. McBride stated the Steve Maheux, Regional PHP Coordinator has resigned from his position to take a position in the New Haven Health Department. Quiana Lewis has been appointed to fill his position till the contract ends.*

New Business:

Adjournment:

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

The meeting adjourned at 7:15 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder