

**Board of Health Meeting Minutes**  
**April 19, 2011**

**Board Members & Liaisons Present:**

Constance Young, EdD, RN, Chairperson  
Ernest Judson, Vice Chairperson  
Joan M. Costello, BSN, RN, Secretary  
Christine M. Gonillo  
Diane Kruger-Carroll, Board of Education Liaison

*Board Members & Liaisons not present:*

Deborah Woods  
William F. Lynch, MD  
Mitchell Quintner, DMD  
James Patterson, Board of Alderman Liaison  
Ray Vitali, Board of Alderman Liaison

*Others Present:*

**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.

**Approval of Minutes – March 15, 2011**

The minutes of the meetings held on March 15, 2011 were approved unanimously, on a motion by E. Judson and seconded by J. Costello.

**Environmental Health Report – Laura Miller, RS**

*Anti-blight activities*

As of the week ending April 15, 2011, the Health Department received 61 complaints of blight during the current fiscal year. Since the ordinance went into effect in September of 2009, the division received a total of 211 complaints. Currently, sixteen properties are under investigation and monitoring 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, six 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	FY 2010/2011	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>
211	61	<b>16</b>	<b>12</b>	<b>123</b>	<b>31</b>	<b>5</b>

#### Concession Stand Training

On Wednesday April 20, 2011, the Environmental Health Division will conduct a training session geared toward volunteer food handlers working in the concession stands. This year the training will be held at the health department office. There are nine concession stands serving food to the public during sporting events. Organizations utilizing each stand must obtain a license, have their menu approved by this office and have at least two people attend one of our training sessions. Training topics include personal hygiene, food temperatures, proper garbage disposal, food protection and general sanitization.

#### Lodging

There are a total of 20 motels/inns/suites, etc. in Milford. Applications were mailed out to all lodging establishments and we are in the process of inspecting and issuing the 2011 licenses. Again this year included with each application was the Milford Health Department informational pamphlet detailing bed bugs and safe effective pest control updated with new information. In addition, we continue to require establishments to list who their Professional Pest Control Contractor is and the date of the last pest inspection.

#### *Comments:*

#### **Nursing Division Report – Joan Cagginello**

##### Full Scale Emergency Preparedness Exercise – Alternate Site Distribution of Medications

The Nursing Division will participate in the Regional Full Scale Exercise scheduled for Tuesday, April 19, 2011 at Foran High School. This exercise will test our ability to distribute medications to pre-determined groups such as condominium associations and nursing homes and to provide medications for the handicapped in a drive-through format at Foran High School.

Although the schools are closed and the nurses are on vacation, several nurses have offered to participate in the planned drill. The role for nursing is to:

- Review the forms submitted by pre-determined groups to determine which medication (Doxycycline, Ciprofloxacin or Amoxicillin) is indicated for each individual on the Household Form based on the individual's antibiotic allergy history.
- "Pick & Pack" the medications and instruction sheets for the group.

- Review the forms submitted by the public on site at Foran and determine which medication (Doxycycline, Ciprofloxacin or Amoxicillin) is indicated for each individual on the Household Form based on the individual's antibiotic allergy history.
- "Pick & Pack" the medications and instruction sheets for the individuals designated on the Household Form.
- Serve as a resource to answer questions regarding medications in collaboration with a Pharmacist on site.

#### *Drug Take Back Day*

The Milford Prevention Council and the Milford Police Department are sponsoring a *Drug Take Back Day* on April 30<sup>th</sup> from 10am-2pm at Walnut Beach. Residents are invited to bring any unused or expired medications to have them disposed of properly. The Milford Police Department work in conjunction with the Drug Enforcement Agency to collect and dispose of the medications in a safe way, reducing the number of medications that can potentially contaminate the water or soil when improperly discarded. Additionally, this effort can reduce the number of narcotic medications that may be kept in homes that may be taken and abused by adolescents and adults in the community.

#### *School Health Services*

*The Connecticut State Department of Education Health Services Survey* – The Milford Health Department has participated in the statewide School Health Services Survey for the past seven years. The survey is designed to assist the CT State Department of Education to understand the status of school health services in CT school districts, the needs of school districts and students in the area of school health services and progress being made in these areas over time. The survey addresses several areas in school health services such as student health care needs, screenings and referrals, staffing and health coordination. Two areas that respondents statewide have commented on is the need for more support in the areas of nutrition and mental health, however, over time, no appreciable increase in the percentage of districts employing specialists in these areas.

*Extended School Year (ESY) Program* – The Milford Public Schools will hold an extended school year programs from July 5 – August 5, 2011 at JFK Elementary School and Harborside Middle School. School Nurses have been assigned to work Monday-Friday from 8:30am-2:30pm at each of the schools.

*School Immunization Requirements* – The Connecticut Department of Health has revised the new immunization requirements for children entering Connecticut Schools. The new revision, dated April 7, 2011, removes the need for pneumococcal vaccine for kindergarten students (pneumococcal vaccine is required for Pre-K students under 5 years of age).

*Revisions to the HAR-3 ("Blue Form") Physical Examination Form* – The Connecticut State Department of Education has revised the school physical examination form that is required for children entering the district and for the mandated physical exams in Kindergarten, grade 6 and grade 10. The only change is to reflect the revisions in required immunizations for school children.

*Comments: None*

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

### *Disease Surveillance*

There were 35 cases of disease reported for the month of March, with influenza being the most reported disease. The Health Department has received 44 reports of laboratory-confirmed seasonal influenza to date.

### *Putting on AIRS Asthma Program*

The program received a total of 5 referrals for the month of March, resulting in a total of 81 referrals for this contract year. As a result of such excellent work in the area of asthma, the Milford Health Department has taken the lead of the Greater New Haven Regional Asthma Coalition. The Asthma Coalition is a regional group dedicated to improving the health of persons with asthma. Recently the coalition was awarded an Asthma Friendly School Initiative (AFSI) grant by the American Lung Association. The AFSI grant is designed to provide tools and resources to assist local communities plan and implement comprehensive asthma management programs within their local schools and existing school structure. A meeting of representatives from five districts—Milford, West Haven, Guilford, Wallingford, & New Haven—was held to discuss existing school policies related to asthma. Program staff will be working with each municipality to review existing policies and share asthma-related resources.

### *Lead in Toys Project*

Through grant funding provided by the CT Department of Public Health, the Milford Health Department is working in partnership with a professor from Quinnipiac University on a program to screen toys at local daycare centers for lead. Over the past few years, the U.S. Consumer Product Safety Commission has recalled several toys due to high levels of lead in the items. Through this program, toys at local daycare centers will be screened for elevated levels of lead. The CT Department of Consumer Protection has also agreed to partner with us to further evaluate toys that are found to have elevated levels that are currently available in retail stores for purchase. The program is expected to be implemented in the fall.

*Comments: None*

## **Emergency Preparedness Report**

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

The Regional Alternative Dispensing Exercise was held from 9am to 1pm this morning. The ten participating Health Departments/Districts in Region 2 exercised their mass dispensing plans specific to alternative methods of dispensing. Acute Care Hospitals in Region 2 participated in the exercise by communicating through Web EOC; an online system allowing communications across all emergency support functions throughout the State of Connecticut.

The purpose of the exercise was to test the local health department's alternative mass dispensing operations. Over the past week, messages were sent over email through the Health Alert Network to build the scenario for the exercise. Each of the health departments had empty pill bottles to

test the picking and packaging of appropriate medications for their target populations. Representatives from the State Department of Public Health and the Department of Emergency Management and Homeland Security participated in the planning and operations of the exercise. Amy Stewart, Connecticut's representative from the Centers for Disease Control and Prevention (CDC), traveled from Atlanta to observe the exercise.

The region 2 CRI coordinator and local preparedness coordinator from Meriden attended the Public Health and Radiation Emergency Preparedness Conference in Atlanta last month. The conference was coordinated through the CDC and the National Association of County and City Health Officials (NACCHO). The conference covered preparedness planning for local and state response during a radiological emergency. Topics included risk communications, available tools and resources, clinic operations and logistics, and behavioral health planning. There was also an interactive tour of a community reception center; a clinic set up during a nuclear/radiological event to decontaminate and/or dispense medications to those exposed.

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

The Milford Health Department participated in the Regional Alternative Dispensing Exercise from 9 AM to 1 PM today, April 19<sup>th</sup>. Milford tested the drive through model plan developed to aid the DMV handicapped placard population in Milford, a group of about 5700 people. Included in the exercise were preregistered groups in Milford; condo associations, beach associates and a long term health care facility.

The focus of this exercise is to time the packing process and form processing of medication dispensing. Milford Health Department staff and volunteers worked to pack medications in a three hour window to evaluate how much time would be needed to adequately dispense to our whole population of approximately 57,000.

The Milford CERT and MRC volunteers were an instrumental part of this exercise operation. Because the Health Department is limited in staff, in order to operate an exercise or real life large scale public health emergency volunteers continue to be the conduit to which these processes can function properly. A brief "hot wash" was conducted after the exercise to ascertain what worked during exercise play, what needs improvement, changes that should be made to the plan and the effects these changes have on the overarching public health emergency plan for the city.

*Comments:*

#### **Old Business:**

- D. McBride provided copies of materials submitted to the Board of Alderman at the budget hearing meeting regarding the proposed elimination of a Nurse and a Sanitarian. C. Young reviewed the material with the Board members and praised the staff presentations. E. Judson added that there were questions from the Board of Aldermen that should be followed up with answers. Discussion ensued as to how to convey this information to the Board of Aldermen members. D. McBride added that even with the proposed budget cuts, the Department will be able to function adequately. The

**Director's Report:**

- D. McBride stated that geese egg oiling began on Saturday, April 16<sup>th</sup>, however, no nests could be found.
- D. McBride stated that the full scale exercise for the regional grant was executed today. The exercise involved local health departments and districts in the CT Department of Emergency and Homeland Security Region 2. The exercise tested how each town and agencies' distributes medication to various groups during a public health emergency. Utilizing a drive-through dispensing Point of Dispensing (POD) model.

**New Business:** *None*

**Adjournment:**

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

The meeting adjourned at 7:45 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder