

**Board of Health Meeting Minutes
May 19, 2015**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Atty. Christine M. Gonillo, Secretary
Joan Cagginello, MS, RN
Ernest Judson
Holly Mulrenan, BSN, RN, MS
Greta Stanford, Board of Alderman Liaison

Board Members & Liaisons not present:

Joan M. Costello, BSN, RN, Vice Chairperson
Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison

Others Present: None

Health Department Staff Present

Deepa Joseph, MPH, Director of Health
Joan Campbell, RN, BSN, Director of Nursing
Marianne Klinga, Recording Secretary

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

Approval of Minutes – April 21 2015

The minutes of the meeting held on April 21, 2015 were approved unanimously on a motion by E. Judson and seconded by J. Cagginello. C. Young abstained.

Public Session: *None*

Environmental Division Report – Laura Miller, REHS/RS

Anti-blight activities As of the week ending May 15, 2015, the Health Department received 42 total complaints of blight since the beginning of the 2014/2015 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 581 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, fourteen 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 are being fined \$100 for each day the violation(s) continue to exist after the

compliance date specified in the notice of violation and some are in the process of a foreclosure action by the City.

Total # of blight complaints since ordinance implementation	FY 2014/2015	Currently under orders - NOV <u>OPEN</u>	Referred to City Attorney <u>OPEN</u>
581	42	13	14

Oyster Festival On April 23, 2015 I attended a meeting with Milford City Officials and some of the Milford Oyster Festival Organizers at City Hall. The 2015 Milford Oyster Festival will be held on Friday, August 14th and Saturday, August 15th. This year the Health Department will continue to provide safe food handling training to all volunteers in addition to inspecting and monitoring food vendors on Friday and Saturday. In an effort to stream line the pre and operational inspections, we are once again requiring that all food booths be ready for their pre-operational/set-up inspections by 8:00 am so that they can be inspected and open by 10:00 am. Sanitarians will then move up to the green to inspect food vendors on and around the green by 8:30 – 9:00 am.

Mosquito Control At the end of April, All Habitat Services, the mosquito contractor for Milford, started inspecting monitoring, treating spring pools, and flood areas, some of the primary mosquito breeding areas, for mosquito activity. This spring has shown to be a relatively dry one; however, we are finding some breeding. The primary focus of the mosquito management program is on preventive efforts through mosquito breeding site reduction, especially in densely populated areas, and education about personal protection. The CT Agricultural Experiment Station will start mosquito monitoring, trapping and testing for early detection of Eastern Equine Encephalitis and West Nile Virus in early June.

Comments:

- *D. Joseph stated that she and the Chief of Environmental Division met with All Habitat Services on May 19, 2015 to discuss the mosquito treating and monitoring program. They are planning an educational campaign in mid-June, with a focus on standing water in residential areas (e.g. containers, birdbaths, etc.)*
- *E. Judson inquired as to what we are paying All Habitat. D. Joseph responded that we pay \$60,000 per year and they have not changed the price in several years. She further noted that All Habitat has provided good service, consistency, and the person who services Milford has built up a good rapport with community members.*

Nursing Division Report – Joan Campbell, RN, BSN

Seasonal Flu and Seasonal Influenza Vaccination Campaign

For the week ending May 9, 2015, the Connecticut Department of Public Health reports that influenza activity continues to decline yet remains classified geographically as “widespread”.

Statewide emergency department visits attributed to the “fever/flu syndrome” have increased during the past 2 weeks, but remain below the peak levels previously observed. A total of 7,674 positive influenza reports have been reported for the current season with 1,084 being in New Haven County. A total of 2,209 hospitalized patients with laboratory-confirmed influenza have been reported statewide. A total of 45 influenza-associated deaths have been reported to date, most (44) were individuals greater than 65 years old.

At the end of Influenza Season Week 18 (May 9, 2015), the Center for Disease Control reports that seasonal influenza activity continues to decline with only three states reporting widespread flu activity (Connecticut, Massachusetts and New York). The school nurses and the Milford Health Department continue to monitor the influenza Like Illness (ILI) activity in the schools.

School Health Services

The school nurses are actively involved with end of the school year activities in their schools. All eight elementary schools will be transitioning back to a K – 5 formation for school year 2015-2016. Four elementary schools will have preschools – JFK, Orchard Hills, Live Oaks and Orange Avenue. The nurses will be transferring health records on the transitioning students once the school rosters are obtained. This is an end of the year activity that will require preparation of records and a discussion with the receiving school nurse to exchange important medical information as the students move to different elementary schools, from the elementary grades to middle school and on to high school.

Barbara Fuller was recently hired as the school health clerk at Jonathan Law High School. This is a 19 hour a week position. Barbara brings a wealth of clerical experience and we are happy to have her on board.

Summer School Programs

The Milford Public Schools will be holding several summer school programs for students. Extended School Year Programs will be held at The Academy and Harborside Middle School from July 6th-July 31st. Elementary, Middle and High School summer programs will also be held at East Shore Middle School (July 6th – July 31st) and Jonathan Law High School (June 29th – July 30th). There will be four nurses assigned to these summer programs. Our twelve-month nurse, Joan Braun, will be assigned to Camp Happiness, which will be held at Foran High School from June 29th through August 6th.

Public Health Nursing

Summer Immunization Clinics at the Health Department are scheduled for Tuesday, July 14th and Tuesday, August 11th. Our back to school vaccination clinic will be held on Wednesday, August 26th. All clinics will be run from 2:30 – 4:30 pm.

Bloodborne Pathogen Training for summer lifeguards will be held on May 19 and May 21 at the Milford Health Department. Summer playground staff will receive their Bloodborne Pathogen Training on June 23rd during their orientation day at The Academy High School.

Comments: None

Emergency Preparedness Reports – Tara Mustakos-Wassmer, REHS/RS, CHES

Region 2 Emergency Support Function (ESF) 8, Public Health & Medical, chaired by Director of Health Deepa Joseph met this morning for the quarterly meeting. The Connecticut Department of Public Health is currently working with the 5 Emergency Planning Regions across the state to apply for the 2015-2016 Public Health Emergency Preparedness Funding from the Centers for Disease Control and Prevention (CDC). The CDC is the main funding source for state and local public health and this grant submission will work to continue that funding stream to the local health departments. Grant deliverables will be drafted by the Regional ESF 8 groups based on where the gaps are in each respective region. One of the main goals is to further develop the Healthcare Coalition that is ESF 8, health & medical.

The CDC, State and Local health authorities continue to monitor the Ebola Virus Disease (EVD) outbreak. Recent developments include moving Liberia into a new category “Countries with Former Widespread Transmission and Current, Established Control Measures” and establishing a “Previously Affected Country List” including Nigeria, Senegal, Spain, the United States, Mali and the United Kingdom.

A graduation ceremony is being planned for June for the new Community Emergency Response Teams (CERT). CERT members will be sworn in under the Emergency Management Director. Training opportunities planned for the volunteer group include CPR/AED training, HAM radio training and flu clinic training.

Health department emergency operation plan updating is ongoing. It is the responsibility of the Emergency Preparedness Coordinator, under the direction of the Director of Health to review and update these documents. The health department maintains several plans for response under the City’s Emergency Operations Plan (EOP), these include:

- **All-Hazards Public Health Emergency Response Plan** (Annex G to City of Milford EOP): This plan outlines the overarching scope, responsibility and legal issues of preparing and responding to a public health disaster
- **Mass Dispensing** (Include White Powder Protocol, POD activation, 1st Meds): plan for the mass distribution of medications, vaccines, etc
- **Pandemic Influenza** (Include H1N1 Annex & site specific clinic activations): plan to address a local pandemic situation, including isolation & quarantine protocols
- **Risk Communication:** plan for coordinating emergency communications in an emergency
- **Environmental Emergency Response** (Shelter Operations Plan, warming center, food borne outbreaks, extreme weather, flood): plan outlines numerous environmental public health disaster response events including day-to-day emergency response call protocols
- **Milford Health Department Continuity of Operations (COOP):** plan outlines the health department prioritization of the 10 Essential Public Health Services in any disaster event

Comments:

- *D. Joseph stated that public health emergency preparedness and response activities specific to Ebola, the U.S. Centers for Disease Control & Prevention (CDC) has awarded CT DPH additional funding. This funding will be allocated to the ESF-8 group, for*

which Milford currently serves as Chair. C. Young inquired if the funding was specific to Ebola. D. Joseph responded that per DPH the funds may be used for Ebola and other infectious disease planning and response.

- D. Joseph stated that one of the focuses in the coming year will be on volunteer recruitment. E. Judson inquired how many volunteers the Health Department has. D. Joseph responded that the Volunteer Coordinator is working with the high school intern to update the database, in order to get an accurate count. Currently there are close to 200 volunteers in the database. She further stated that the Volunteer Coordinator attended the Boy Scout Conn Jam event on May 16, 2015 with the two high school interns to provide information and conduct recruitment.
- E. Judson inquired about tape backups and computer backups in the event of an emergency. D. Joseph responded that the computers are backed up by the City's MIS Department. E. Judson further inquired about emergency workstations should the Health Department building not be available for use during an emergency. D. Joseph responded that the Health Department has one Toughbook heavy duty laptop with a fireproof outer shell and a mifi jetpack for portable internet service.

Community Health – Deepa Joseph, MPH

Disease Surveillance

There were 62 cases of disease reported for the months of April, with influenza being the most reported disease.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received a total of 61 referrals this contract period with thirty (30) home visits completed. CT DPH will be amending our current contract to increase our funding for this year with an additional \$22,000 in funding to support efforts specific to reducing Emergency Department visits related to asthma among our population. Program staff will seek to accomplish this goal through continued partnership with Yale New Haven Hospital and the REACH program, which utilized Putting on AIRS as a community rotation site for residents. This month program staff also participated in a Junior Career Fair at Milford Public Library this month to share information regarding asthma with children, as well as to demonstrate the varied career options in the field of public health.

Parent Leadership Training Institute (PLTI)

The Milford Health Department has been awarded grant funding to support the 6th Annual Parent Leadership Training Institute (PLTI) in Milford. 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. The 6th PLTI graduation will be held on Wednesday, May 20, 2015 at 6:00pm at City Hall. Several guest speakers have been invited to attend including Mayor Blake, local legislators, and representatives from the CT Commission on Children. The following is a list of titles of the community projects that have begun as part of the PLTI graduation requirement:

- Let's Get Moving Together--Holly Allen

- You Are What You Eat--Anna Cass
- C.H.A.M.P.S.--Melvin Cass II
- Pets-N-Kids--Agne Covill
- Providing Behavioral Health Referrals to Teens in Milford--Patricia Esianor
- MilfordEd Advocates--Kara Flannery
- Silver Sands Beach: Care Enough to Clean Up--Aurora Moral
- Project Special Day--Kimberly Neff
- Sundial in the Shade (film)--Jezzabel Noel
- Look Good Feel Good--Carla Parker
- Adventure Outreach Coalition--Christina Pritchard
- Energy Outlet--Jaime Swett
- JCD School Parent Network--Melissa Vera

Comments: None

Old Business: *None*

Director's Report: *Deepa Joseph, MPH*

- *D. Joseph stated that the Putting on Airs program has received positive feedback from the Connecticut Department of Public Health. As such, DPH is awarding the Milford Health Department \$22,000 in additional funding to be utilized by August 2015. Due to the number of referrals from Yale New Haven Hospital, a portion of these funds is to work specifically with Yale, potentially with their IT Department to make the interface and process of accessing EPIC smoother. J. Cagginello inquired if there will be an increase in staffing. D. Joseph responded that in order to accomplish the goals affiliated with the additional funding, the Nurse and Program Coordinator will work additional hours.*
- *D. Joseph stated that the PLTI graduation ceremony is May 20, 2015. She presented a handout of the PLTI graduates' community projects. The projects spanned a variety of topics including nutrition, education, animal care, and health. She commended the class' motivation, passion, and commitment to seeing their projects through to completion.*
- *D. Joseph stated that the Board of Alderman passed the budget. She is currently working with Human Resources regarding the staffing changes at the Health Department – specifically recruitment for the part time 19 hour per week Community Health position, as well as the change of the Director of Nursing from a 10 month to a 12 month position.*

New Business:

Joan Campell, Director of Nursing, gave a presentation on the various aspects of School Health Services and Public Health Nursing. The Board found the presentation very informative.

- *G. Stanford inquired if there is a nurse in every school. J. Campbell responded that there is. A discussion about the dental hygienist program in the schools followed. J. Campbell explained how the hygienists use mobile chairs which they arrange with Milford Public Schools to move as they rotate to each school. The set up varies depending on where the*

school has space. G. Stanford inquired how other school districts handle providing space. D. Joseph responded that some have a set space they provide in the school, some have school health clinics that the hygienists have space in, and some work similarly to Milford's system.

- *J. Campbell stated that the number of flu vaccinations done by the Health Department has decreased from a few years ago. She explained there are more clinics available than in past years, such as at retail locations. D. Joseph added that an additional issue may be related to the delivery date for Health Department vaccines being later than other community locations as a result of utilizing the state contract for purchasing.*
- *D. Joseph stated that with regard to the elementary schools reconfiguration, the Director of Nursing is working with Milford Public Schools on the transfer of records between schools. She further stated that the nurses will return to work a half day earlier to give them more time for training and administrative work before school begins. C. Young asked about staffing. D. Joseph responded a couple of nurses have notified the Director of Nursing that they are retiring. D. Joseph and J. Campbell are working with Human Resources to potentially start the hiring process early so the retiring nurses can be replaced without having to use substitute nurses in the interim.*
- *E. Judson inquired if the presentations to the Board were also presented to the Board of Alderman. D. Joseph said she would like to have an open house to invite the Board of Alderman, other departments, and partner agencies to the Health Department to familiarize them with the work of the Health Department. G. Stanford remarked that the general public often does not know how much the school nurse does, and it would be good to increase public awareness as well.*

Adjournment:

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

The meeting adjourned at 7:00 pm.

Respectfully submitted,

Marianne Klinga
Recorder