

**Board of Health Meeting Minutes  
May 21, 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:*

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

*Others Present:*

*Health Department Staff Present*

A. Dennis McBride, MD, MPH, Health Director  
Beverly Hayes, BS, Administrative Assistant  
Sonja Devitt, Community Housing Inspector

C. Young called the meeting to order at 6:05 p.m.

**Approval of Minutes – April 16, 2013**

The minutes of the meeting held on April 16, 2013 were approved unanimously on a motion by J. Costello and seconded by W. Lynch.

**Public Session:** None

**Presentation: Sonja Devitt**

Sonja Devitt, Health Department Community Housing Inspector, presented on the topic of Troubled Housing and Hoarding – An Integrated Approach.

**Environmental Division Report – Laura Miller**

*Mosquito Control*

This year's mosquito control program began in April when All Habitat Services, the mosquito control consultant for the city of Milford, started monitoring the wetlands habitats in Milford for mosquito larva and treating the marshy areas throughout the City. 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.

Anti-blight activities As of the week ending May 20, 2013 the Health Department received 101 total complaints of blight since the beginning of the 2012/2013 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 435 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.

To date, eight property owners failed to comply with the cited violations defined in the Notice of violation (NOV) and consequently had a liens placed on the land records. 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. As a result, MHD has sent the property owner information to the City Attorney's office and requested that foreclosure be initiated on these eight properties.

Total # of blight complaints since ordinance implementation	FY 2012/2013	Currently under orders - NOV <b><u>OPEN</u></b>	No cause for enforcement action	Referred to City Attorney <b><u>OPEN</u></b>
435	101	<b>9</b>	<b>4</b>	<b>8</b>

*Comments: None*

#### **Nursing Division Report – Joan Campbell**

##### School Health Services

The Milford School Nurses celebrated *School Nurses Day* on May 8<sup>th</sup>. Many of us attended the Association of School Nurse dinner that evening where we heard a presentation on eating disorders sponsored by The Cambridge Eating Disorder Center located in Cambridge, MA.

On May 16<sup>th</sup>, the nurses had our monthly staff meeting. Deepa Joseph joined us. The school nurses were informed of the newly revised CT School Diabetes Management and Medical Authorization Plan. This form will be used for all students who receive their diabetes care at Yale and Connecticut Children's Medical Center. It may also be used for students receiving diabetes care anywhere else. The nurses will begin distributing this form to students and their families in preparation for school year 2013-2014. Also at the meeting, Lisa Skawinski RN, one of the school nurses at Foran High School, spoke with the nurses about her job with the *Putting on Airs* program. Lisa became a certified asthma educator two years ago and does "in home" asthma education to referred clients.

Five of our school nurses will be working at the various city wide summer programs including Camp Happiness and the Board of Education academic school programs. These programs will run from the beginning of July through mid August.

Summer Immunization Clinics at the Health Department are scheduled for Tuesday, July 9<sup>th</sup> and Tuesday, August 13<sup>th</sup> from 2:30 – 4:30 pm.

Lead Nurse Applications and School Transfer Requests will be submitted to Dr. McBride by May 31<sup>st</sup>. Christina Lowder, school nurse at St. Mary's, has announced her resignation as she will be moving to St. Thomas this summer.

The school nurses have begun getting their student health records ready for transferring to the next school level. This is an end of year activity for school nurses that require preparation of records and a discussion with the receiving school nurse to exchange important medical information as the students move from the elementary grades to middle school and on to high school.

*Comments: None*

## **Emergency Preparedness Reports**

### **Regional/CRI Emergency Preparedness Report – Quiana Lewis**

#### Training and Exercises

The Connecticut Division of Emergency Management & Homeland Security (DEMHS) Region 2 ESF 8 in collaboration with CT-RI Public Health Training Center at the Yale School of Public Health and Columbia University National Center for Disaster Preparedness is hosting a public health conference on Hurricane Sandy and future storm preparation entitled “**Hurricane Sandy Revisited**” on July 30, 2013 at Yale University West Campus.

The purpose of this conference is to discuss the experiences and identify lessons learned from emergency responders, including but not limited to, public health leaders who responded to Hurricane Sandy throughout the state of Connecticut. The participants will also develop strategies to strengthen regional and local emergency response plans specific to weather-related events.

Invited guest include:

- Mayors/ CEOs of heavily impacted municipalities
  - Benjamin G. Blake, Mayor, City of Milford and others
- Region 1 and 2 Local Health Departments, Hospitals, and others
- Cynthia Wheeler, Centers for Disease Control
- Jonathan Best, Connecticut Department of Public Health
- David Abramson, PhD, National Center for Disaster Preparedness- Moderator

#### Public Health Preparedness Contracts

The first regional TAR was successful. The CDC gave the region a score of .85 out of 1.0. The region was offered the opportunity to submit evidence for any discrepancies and will do so by May 28<sup>th</sup>.

The Project Public Health Ready (PPHR) application was returned on Monday, May 20 at noon and must be resubmitted within 72 hours, Thursday, May 24 at noon. The discrepancies identified were minor and easily amendable. After resubmission, the National Association of County and City Health Officials (NACCHO) will decide on the region's eligibility to be a PPHR "Recognized Agency." PPHR is a criteria-based public health preparedness program that assesses local health department capacity and capability to plan for, respond to, and recover from public health emergencies.

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

The Milford Health Department is currently working to complete end of year grant deliverables. Included with this report is a call down log for non-emergency & emergency tests of the city's emergency call back system. The system is called Everbridge. Everbridge was housed at the Milford Fire Headquarters station and is now being managed by the joint Milford Dispatch system over at Milford Police.

The health department is required by grant deliverables to conduct quarterly call downs of critical staff. This includes: environmental sanitarians, nursing staff, community health staff & administrative staff. All eleven health department staff and 21 nursing staff are recorded in a database to ensure contact information is up to date in the event a real emergency call is sent out.

#### **Public Health Preparedness Activities**

The goal of public health preparedness efforts for May is to ensure the Environmental Emergency Response Plan is up to date and available for staff if activation is required. This plan encompasses environmental public health emergency situations and protocols for response including natural disasters, food borne outbreaks, recreational water and beach closure procedures to name a few. The Milford Health Department activated this plan for Tropical Storm Irene, Hurricane Sandy response and recovery and in response to a white powder event.

*Comments: None*

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

##### **Disease Surveillance**

There were 46 cases of disease reported for the month of April, with influenza being the most reported disease. There have been a total of 201 laboratory confirmed cases of seasonal influenza reported to date.

The Community Health Coordinator and Emergency Preparedness Coordinator continue to follow the evolving news about the H7N9 influenza in China. Thus far, H7N9 influenza has been contained to China; however, evidence is clear that this virus can spread easily. Though this virus may be mild for some, it has been more severe for people with underlying medical conditions, such as asthma, diabetes, and other conditions. The Milford Health Department will continue to monitor the situation closely.

#### Putting on AIRS Asthma Program

The Putting on AIRS asthma program received 3 referrals in April resulting in 91 total referrals for this contract year. The Community Health Coordinator and Putting on AIRS Nurse met with the school nurses to review the program and encourage referrals. Nurses will be including outreach materials in their end-of-the-year correspondence that is specific to student with a diagnosis of asthma.

#### Access Health Connecticut Grant Application

The Milford Health Department is currently applying for a grant through the CT Office of the Healthcare Advocate and Access Health CT to assist Milford residents in understanding their health insurance options and in enrolling in the health insurance program or plan that best meets their needs. Under the Affordable Care Act, residents who otherwise might be unable to afford health coverage may qualify for additional assistance in paying their health premiums or their deductibles and co-payments. The application deadline is this Friday, May 24<sup>th</sup>. Award decisions will be made shortly thereafter.

#### Staffing Transitions & Coverage

The Board of Alderman voted to approve the Milford Health Department staff restructuring proposed during the budget hearing. As a result, the Nursing Administrator position will be a 45-week position and the Community Health Coordinator position will be converted in to the Deputy Director of Health.

The Community Health Coordinator will continue to assist with staffing coverage and transitions associated with the Nursing Administrator vacancy. The primary goal will be to ensure that we continue to provide nursing and community health services in a seamless manner. The administrative duties of the Nursing Administrator will be transferred to the Deputy Director of Health position. Once hired, the Nursing Administrator will be able to allocate more time and resources towards the clinical aspects of nursing in schools, while the Deputy Director of Health will assume duties related to the public health aspects of school health. Additionally, the Deputy Director of Health will carry out responsibilities that currently fall under the Community Health Coordinator's duties.

#### School Health Services

The Community Health Coordinator attended the nurses' staff meeting, where several end-of-the-year procedures were reviewed. The school nurses are actively involved with end of the school year activities in their schools. Field trips are planned for many students which require attention by the school nurse to provide training and packing of the necessary medications and first aid equipment to accompany the students and teachers. Field days and school track meets require the nurse to be on site for injuries and/or illnesses associated with days filled with physical activity and competitions. Transfer of records to new school levels is an end of year activity for school nurses that require preparation of records and a discussion with the receiving school nurse to exchange important medical information as the students move from the elementary grades to middle school and on to high school.

*Comments: None*

**Old Business:**

- *C. Young stated that she contacted the City Attorney regarding smoking at the sports fields and was informed that they were working on it, however, there were no details given.*

#### **Director's Report:**

- *D. McBride stated in regards to the presentation on Troubled Housing and Hoarding he would like to have the report placed on the city website along with the AARP Video and the other presentations from our Hoarding Conferences. He added that the department is working with Greenwich on another Hoarding Conference. He stated that what makes our program work is the commitment of the Health Department staff and the community support received from the various agencies involved in CRIDE (Collaborative for Residential Integrity for the Disabled and Elderly).*
- *D. McBride stated that there will be a Public Health Conference on Hurricane Sandy and Future Storm Preparation on July 30, 2013 at the Yale University West Campus. He invited all board members to attend.*
- *D. McBride stated that the Board of Alderman approved the changes to our budget for fiscal year 2013-2014. The changes will take place in July. Deepa will be the Deputy Health Director and the Nurse Administrator will be a 10 month position. The process for selection of the Nurse Administrator will begin after July 1. He thanked the Board for their support of this change.*
- *D. McBride stated that he resigned from the COHI Board along with Mitch Quintner.*
- *D. McBride added that he has written a chapter for a textbook on Public Health Preparedness and his experience in North Carolina with Hurricane Floyd.*

#### **New Business:**

#### **Adjournment:**

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

The meeting adjourned at 7:15 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder