

**Board of Health Meeting Minutes
October 15, 2013**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Joan M. Costello, BSN, RN, Vice Chairperson
Atty. Christine M. Gonillo, Secretary
Ernest Judson
William F. Lynch, MD
Mitchell Quintner, DMD
Holly Mulrenan, BSN, RN, MS
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

Susan Shaw, Board of Alderman Liaison
George Gensure, Board of Education Liaison

Others Present: None

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Beverly Hayes, BS, Administrative Assistant

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

Approval of Minutes – September 17, 2013

The minutes of the meeting held on September 17, 2013 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

Public Session: None

Environmental Division Report – Laura Miller

Anti-blight activities

As of the week ending October 11, 2013 the Health Department received 128 general complaints from Milford residents. Of those 128 complaints, 33 were complaints of blight during the 2012/2013 fiscal year. Currently, nine properties are under investigation and monitoring while one has been issued correction orders from the Anti-blight Enforcement Officer.

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. These eight properties are actively accruing \$100 dollars/day for non-compliance with the anti-blight ordinance.

Indoor air quality investigation

On September 16, 2013 Laura Miller, the Chief of the Environmental Health Department and Joan Campbell, the Director of Nursing responded to the West Shore Middle School to investigate complaints of illness due to sewage odors and poor air quality throughout the first and second floors of the school. The initial investigation confirmed the presence of sewage odors and identified the source to be the plumbing tunnels under the school. The hot spots were located in the nursing office and a music room. Dr. McBride came out to the school to discuss with the principal the evacuation of the school and the time line for allowing the children to return once the source of the odor was identified and the necessary repairs made. The Milford Fire Department came out to the school and ran meters in several areas of the school. Although the odor was strong and present, they did not detect levels of any toxic fumes.

Although the plumbing issues were repaired the same day as the initial complaints, residual odors continued to be present in the plumbing tunnels and odor remediation efforts continued for several days. A smoke test was done to identify openings between the plumbing tunnel and the occupied areas of the building. A defective toilet seal in the nurse's room and an open pipe behind wallboard from a disconnected sink in one of the class rooms was identified. The toilet seal and open pipe were repaired; all odor issues have been abated.

Household Hazardous Waste

On Saturday, September 14, 2013 there was a satellite household hazardous waste collection at the Public Works garage on Ford St. Medical Reserve Corps members worked at our local Household Hazwaste collection site handing out brochures and assisting residents in the completion of paperwork for Hazwaste disposal. Residents were able to safely dispose of a variety of hazardous materials for free. Educational material was distributed on all items covered and not covered by the program, assisting the attendees in finding safe disposal solutions. The collection was a huge success. Based on usage the last several years, we are hoping to be able to host a satellite collection every year. HazWaste Central in New Haven at the Regional Water Authority continues to operate until the end of October.

Comments: None

Nursing Division Report – Joan Campbell

Flu Season and Influenza Vaccination

The Milford Health Department began our seasonal influenza vaccination program this month, with a number of immunization clinics scheduled throughout the month. Two influenza clinics were held at the Milford Senior Citizen Center on Oct 7th and 9th; nearly 450 immunizations were provided for seniors at the clinics. A number of other flu clinics have been held including some at non-traditional sites such as the Pumpkins on the Pier Festival on Oct 12th. The following is a list of our upcoming flu clinics:

Oct 15th 2:30 – 4:30 pm - City of Milford Employees
Oct 16th 2:30 – 4:30 pm - Milford Public School Employees
Oct 17th 9:00 – 11:00 am - Milford Fire Department
Oct 17th 2:30 – 4:00 pm - Milford Police Department
Oct 18th 8:00 – 10:00 am - Turner Construction, Milford

Oct 21st 2:30 – 4:30 pm - City of Milford Employees
Oct 23rd 9:00 – 11:00 - Milford Fire Department
Oct 24th 9:00 – 11:00 am – Milford Fire Department
Oct 24th 2:30 – 4:30 pm – Milford Public School Employees
Oct 25th 9:00 – 10:30 am – Boys and Girls Village
Oct 28th 4:00 – 6:30 pm – General Public Clinic – Milford Health Department
Oct 30th 9:00 – 11:00 am – Milford Fire Department

Flu vaccine will be offered at all Health Department Monthly Immunization Clinics through February 2013.

School Health Services

The three new school nurses are doing very well and all report that they are very happy in their new positions. They continue to be mentored by the Lead Nurse along with other staff nurses. The school nurses received mandated reporter training on Sept 25th at our monthly staff meeting. This was provided by Troy Zane, Supervisor at Department of Children and Families. This training is required for the nurses every three years.

The school nurses are in the process of beginning mandated vision and hearing evaluations for students in their schools. The goal is to complete the screening and make referrals to primary care providers as early in the school year as possible, so that the child can be fully assessed and treated as necessary.

Comments: None

Emergency Preparedness Reports – Tara Mustakos

Local Emergency Preparedness Contract

A planning meeting was held on September 19, 2013, with representatives from DEMHS Region 2 public health and hospitals partners to organize the required quarterly meetings of Emergency Support Function (ESF) 8. Local health departments are required on the local grants to participate in a regional full scale exercise, maintain attendance on state workgroups as needed, complete additional training requirements for mass dispensing, host our own drill locally and complete evaluation paperwork through the CDC in the event a real disaster occurs within the grant cycle. The expectation remains for local preparedness planning to expand regionally for all hazards response, mass dispensing efforts and maintain ability to function independently in the event of a statewide disaster (i.e. hurricane).

Representatives from the Milford Health Department attended the first organized ESF 8 meeting, Tuesday, 10/15. John Field from DEMHS reported to the group the importance of doing a regional analysis; SWOT, identifying strengths, weakness, opportunities and threats. The next meeting agenda will have the group starting to develop a SWOT analysis.

Public Health Preparedness Activities

The Milford Health Department conducted a seasonal flu clinic at the Boys & Girls Club *Pumpkins on the Pier* event. The clinic was held from 11 AM to 4 PM and offered to Milford residents and non-Milford residents. Medical Reserve Corps (MRC) volunteers participated at the event doing registration and logistical tasks.

Plans for a Psychological First Aid course are finalized and will be offered November 6th. Invitations will be sent out to other MRC groups in Region

Comments: None

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 21 cases of disease reported for the month of September, with chlamydia being the most reported disease.

Access Health CT

The Milford Health Department obtained a grant in the amount of \$12,000 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 enrollment period kicked off on October 1st and runs through March 2014. Quiana Lewis, Milford's Assister, has focused her efforts on outreach throughout the Milford community. Moving forward, Deepa Joseph will be working on outreach to local providers who currently work with individuals who are underinsured or uninsured. The Health Department plans to have the Assister available to meet with community members at various locations throughout the community including Milford Hospital, Milford Public Library, Parsons Government Complex, and other venues. Through this grant, the Milford Health Department is tasked with engaging a minimum of 300 individuals and enrolling 100 individuals.

Parent Trust Fund Grant

The Health Department, in collaboration with Kids Count and the United Way of Milford, is in the process of planning for Milford's 5th Parent Leadership Training Institute (PLTI). 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 Milford Health Department submitted a grant application to the State Education Resource Center/Parent Information Resource Center to support PLTI in Milford. Grant award decisions will be announced no later than November 1, 2013.

Compulsive Hoarding & Troubled Housing Conference

The Milford Health Department, along with the West Haven Health Department, Greenwich Department of Social Services, and Bridges...A Community Support System, Inc., will be conducting a conference entitled "Cutting through the Clutter: Understanding Hoarding & Its Impact on Public Health and Housing". The conference will be held on November 19, 2013 at Fairfield University. The featured speaker for the conference is Dr. David Tolin, who has authored several publications and appeared on several television shows to speak on this topic.

Judith Dicine, Supervisory Assistant State's Attorney for Housing Matters, and Judge Beverly Streit-Kefalas, Milford-Orange Judge of Probate, will participate on a panel focused on collaborative strategies to address hoarding. All board members are invited to attend.

Comments: None

Old Business:

- *D. McBride stated the Beth-El Shelter withdrew their appeal of the Notice of Violation concerning the public nuisance in regards to power washing the building.*

Director's Report:

- *D. McBride stated Access Health CT is being marketed through some of the City partners via websites, press releases and through Milford Patch. The Board requested schedules so they could get the word out.*
- *D. McBride stated that in conjunction with Channel 3, Laura Miller, Chief of Environmental, conducted a food service inspection of a local restaurant to educate the public about what occurs during a food inspection and food safety. Channel 3 is producing a series on food inspections, scores as well as keeping a database.*
- *D. McBride is meeting with the City Attorney regarding blighted properties that have blight liens on them and how to move forward on these properties.*
- *D. McBride stated that the Visiting Nurses, as part of the current grant, will be offering one home visit to Milford mothers with a first newborn child. They are forming an advisory committee to work with the group. He added that marketing of this program has begun*

New Business:

- *R. Vitali, stated he is Chairman of the Milford Prevention Council and they will be having a Drug Take Back Day on October 26th from 10 am. To 2 pm. at the Senior Center located at 9 Jepson Drive.*

Adjournment:

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

The meeting adjourned at 6:55 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder