

**Board of Health Meeting Minutes  
October 16, 2012**

**Board Members & Liaisons Present:**

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

*Board Members & Liaisons not present:*

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

*Others Present: None*

**Health Department Staff Present**

A. Dennis McBride, MD, MPH, Health Director  
Joan Cagginello, RN, MS, Nurse Administrator  
Beverly Hayes, BS, Administrative Assistant  
Quiana Lewis, MPH, Associate Research Intern

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

**Approval of Minutes – September 18, 2012**

The minutes of the meeting held on September 18 2012 were approved unanimously, on a motion by E. Judson and seconded by Joan Costello.

**Public Session:** None

**Environmental Division Report – Laura Miller**

*Division Presentation*

Laura Miller, Chief of Environmental introduced herself to the Board as well as introducing Quiana Lewis, MPH, an Associate Research Intern, at the Health Department, currently working with Regional Preparedness.

Ms. Miller made a presentation on the Environmental Division within the Health Department, focusing on three of the many roles within the division, Food Protection Program, Blight and Emergency Preparedness. She went on to answer questions regarding interfacing with Planning & Zoning and Building Departments with regards to new food establishments, grease trap requirements and interfacing with Sewer Division, healthy homes program, participation at educational fairs and frequency of inspections and what an immediate hazard may be for requiring closure of an establishment. D. McBride added that the environmental division plays

a vital role in many divisions of the Health Department adding that the staff transitions easily to emergency situations as they arise.

#### Educational Fairs

On Monday September 17<sup>th</sup>, the Chief of the Environmental Health Division attended the annual Health Fair at the Senior Center. This is the perfect opportunity to pass out lots of educational materials. The focus this year was environmental health and preparing for hazardous weather in addition to healthy homes principals and avoiding clutter. Some of the things distributed included, information on carbon monoxide, avoiding clutter, and diabetes, power outages and food safety.

#### Anti-blight activities

As of the week ending October 16, 2012 the Health Department received 34 complaints of blight during the 2012/2013 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 366 complaints. So far this fiscal year, seven properties are under investigation and monitoring while one has been issued correction orders from the Anti-blight Enforcement Officer.

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

Total # of blight complaints since ordinance implementation	FY 2011/2012	Under Investigation <b><u>OPEN</u></b> Record	Currently under orders - NOV <b><u>OPEN</u></b>	No cause for enforcement action	Referred to City Attorney <b><u>OPEN</u></b>
366	34	7	1	4	8

*Comments: None*

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

##### 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 1<sup>st</sup> and 3<sup>rd</sup>; nearly 500 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 Milford Hospital Baby Fair and private businesses for their employees. In addition to the Health Dept influenza clinics, there are at least 11 venues (such as pharmacies) listed on the American Lung Association "Flu Shot Locator" (<http://flushot.healthmap.org/?address=06460>) in Milford for individuals who are seeking

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

#### School Health Services

The school nurses enjoyed an informative presentation on alcohol and substance abuse among school age students presented by Wendy Gibbons, LCSW from the Milford Prevention Council & Bridges. A professional development day for nurses will be held on Tuesday, November 6<sup>th</sup> at Milford Hospital. The CT State Department of Education, Cadre of Trainers will provide a full day continuing education program for the Milford, West Haven and Windsor District school nurses. Presenters will be Karen Santucci, MD, Director of Emergency Medicine at Yale Children's Hospital who will speak about childhood injuries and illness and Eli Lebowitz, PhD, from the Yale Child Study Center who will speak about anxiety in children, including school phobias. There are over 70 nurses registered for the program.

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.

The new nurse hired last month is doing very well and reports that she is very happy in her position as a school nurse. She will attend the two-day, new school nurse orientation program offered by the CT State Department of Education next month. She continues to be mentored by the Lead Nurse, who is able to spend time with her at her school as well as working at the influenza clinics.

*Comments: None*

### **Emergency Preparedness Reports**

#### **Regional/CRI Emergency Preparedness Report – Steve Maheux**

##### Training and Exercises

A Regional Training and Exercise Planning Workgroup has developed a multi-year plan that outlines training opportunities and drills that will help the region meet stated public health preparedness goals and objectives. Target capabilities outlined in the plan include: Communications, Mass Prophylaxis, Volunteer/Resource Management, and Mass Care/Sheltering. Planned drills will help create and test plans that address mass dispensing during a highly contagious epidemic, the evacuation of Long Term Care Facilities, and an Anthrax release on the Metro North Rail. Region 2 will also be active in the statewide mass dispensing drill scheduled for August, 2013. The first item in this plan, a communications drill, is scheduled for November, 2012.

##### Public Health Preparedness Contracts

The Regional staff has developed a template that will allow the CDC to review all mass dispensing plans in the region during a single visit, rather than conducting 9 separate evaluations. This standardization of plans is a unique approach and has not been done to this extent in Connecticut before.

A regional workgroup continues to work on an application to submit for Project Public Health Ready (PPHR) accreditation to the National Association of County and City Health Officials (NACCHO). The first draft is scheduled to be submitted in December, 2012.

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

### Local Emergency Preparedness Contract

The Milford Health Department is currently working off a three year grant for local public health preparedness. Year two includes activities such as additional staff training on Public Information and Emergency Communications, participation in regional and local planning meetings and finalization of the Milford Health Department Environmental Emergency Response Plan (Draft One) as part of the Project Public Health Ready requirement.

### Volunteer Activity and Events

The Milford Health Department submitted two applications for a Medical Reserve Corps (MRC) Capacity Building Grant. One grant is a non competitive sustainability fund; the second is a competitive grant which MRC units had to develop a special proposal. The Milford Health Department put together a proposal to develop a *Shelter Task Force* within our MRC. This group would receive the specialized training needed to open, manage and operate an emergency evacuation shelter.

In past real events and exercises, the City of Milford Mayor and Emergency Management Director have looked to the health department to take the lead in sheltering residents. Milford Health Department staff and volunteers set up an emergency evacuation shelter for Tropical Storm Irene and for the 2012 Statewide Hurricane exercise. The health department's shelter operations plan will be an annex in the Environmental Emergency Response Plan Draft for the City of Milford. The goal of the *Shelter Task Force* is to have a team of reliable volunteers to assist Health Department staff in an emergency as the health department has several obligations to daily tasks as well as post incident procedures for emergencies (i.e. Public health information/messages, environmental inspections and enforcement, etc).

*Comments: None*

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

### Disease Surveillance

There were 26 cases of disease reported for the month of September, with chlamydia being the most reported disease.

### Putting on AIRS Asthma Program

As the regional lead for asthma, the Milford Health Department continues to play a leadership role in Asthma Region 6 through coordination and facilitation of this program and other projects geared towards assisting individuals and families with better asthma management. The program received 10 referrals and 6 home visits completed in September, which was the first month of the new contract year.

The CT Department of Public Health (DPH) did not receive funding from the EPA to support this program this year. As such, the grant we received through DPH decreased. The Community Health Coordinator is following up with the State to determine if there are any other funding sources to assist with the program in order to ensure continuity of services.

### Lead Poisoning Prevention & Control Grant

The Milford Health Department received \$3,500 from DPH to support lead poisoning prevention and control activities. This funding will be utilized to support lead case management activities in Milford. Also, the Community Health Coordinator is researching competitive grants in the area of lead poisoning prevention and control to support projects related to the risk of lead exposure through children's toys.

#### Healthy Homes Grant

The Milford Health Department has received funding through the CT Department of Public Health (DPH) to implement a Healthy Homes assessment program for a third year. The Healthy Homes Program takes a comprehensive approach by focusing on housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The program looks at a variety of environmental health and safety concerns including mold, lead, allergens, asthma, carbon monoxide, home safety, pesticides, and radon. The Milford Health Department is one of only two health departments in the state that is implementing the program.

*Comments: None*

#### **Old Business:**

- *C. Young stated that she followed up on the smoking ban ordinance with the City Attorney and then relayed the status update to Mr. Bereski.*

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

- *D. McBride stated that some of the grant amounts awarded, specifically Asthma and the Lead Poisoning & Prevention Grant have been reduced which is going to affect the part time staff members hours.*
- *D. McBride added that he and staff had a meeting with the Commissioner of Public Health to seek funds for a new program entitled "Regional Maternal & Child Health Nurse Home Visiting Project" highlighting the proposed program elements. He provided handouts to Board Members of same. He explained that funding is unavailable so they are seeking to use half of the budgeted funds from the VNA by reducing the well child clinics and using the remaining balance to fund a nurse lead project for first time mothers.*

#### **New Business:**

#### **Adjournment:**

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

The meeting adjourned at 7:12 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder