

**Board of Health Meeting Minutes
October 18, 2016**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Joan M. Costello, BSN, RN, Vice Chairperson
Atty. Christine M. Gonillo, Secretary
Joan Cagginello, MS, RN
Ernest Judson
Holly Mulrenan, BSN, RN, MS
Mitchell Quintner, DMD
Ellen Beatty, Board of Alderman Liaison
Ray Vitali, Board of Alderman Liaison
Thomas Jagodzinski, Board of Education Liaison

Board Members & Liaisons not present: None.

Others Present: None.

Health Department Staff Present:

Deepa Joseph, MPH, Director of Health
Marianne Klinga, Recording Secretary

C.Young called the meeting to order at 6:30 p.m.

Approval of Minutes – September 20, 2016

The minutes of the meeting held on September 20, 2016 were approved unanimously on a motion by E. Judson and seconded by J. Cagginello.

Public Session: *None*

Environmental Division Report – Laura M. Miller, REHS/RS

Educational Fairs

On Monday September 26th, representatives 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 principles 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 14, 2016 the Health Department received 148 general complaints from Milford residents for the 2016/2017 fiscal year. Of those 148 complaints, 27 were complaints of blight. 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.

Temporary Food Service Events

October is proving to be a very busy month for temporary events where food is served to the public. Since the start of the 2016/2017 fiscal year, the Environmental Health Division has issued 205 temporary event permits and conducted inspections at 23 public community events and counting. Not only do Environmental Health Sanitarians conduct risk based inspections at all food service booths, additional time is spent processing applications, fielding questions and training volunteer food handlers.

Comments:

- *D. Joseph reported that in response to some recent questions regarding when a temporary food service license is or is not required for school functions, she and Laura Miller met with Superintendent of Schools Elizabeth Feser and Kathy Bonetti to discuss guidelines, as well as best practices. A brochure is being compiled by MHD to provide to school organizations such as PTAs, Cub Scouts, etc. Discussion ensued about licensing requirements at different types of school functions.*

Nursing Division Report – Joan Campbell, RN, BSN

Flu Season and Influenza Vaccination

For the week ending October 8, 2016, flu activity is low overall in the continental United States. All 50 states experienced minimal influenza-like illness (ILI) activity. Connecticut reported sporadic activity occurring within our state. The most frequently identified influenza virus type reported during this first week of October was influenza A.

The Milford Health Department began our seasonal influenza vaccination program last month and has a number of immunization clinics scheduled throughout the entire month of October.

Since flu activity often begins to increase in October, CDC recommends that everyone 6 months of age and older get an annual flu vaccine before the end of this month.

Flu vaccine will be offered at all Health Department Monthly Immunization Clinics through March 2017.

School Health Services

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.

Our three new hired Milford school nurses are doing very well and report that they are very happy in their positions as school nurses. All will attend the two-day, new school nurse orientation program offered by the CT State Department of Education in December. They continue to be mentored by the Lead Nurse along with experienced school nurses and the Director of Nursing.

All public school nurses recently attended *Physical/Psychological Management Training* (PMT) provided by Milford Public School personnel. This training pertained to changes made last year to Public Act 15-141: An Act Concerning Seclusion and Restraint in Schools. Preventative techniques such as verbal interventions and de-escalation strategies were reviewed along with other district specific procedures.

Southern Connecticut State University Nursing Students

The Health Department continues to provide a learning experience in school nursing for senior nursing students from Southern Connecticut State University. Seven students from SCSU will begin their rotation in Milford on October 19th and will conclude their school nursing experience on November 2nd. The students will work with the school nurses in assessment of students, providing daily care, performing mandated screenings and learning the role of the school nurse in the education environment.

Comments:

- *D. Joseph noted that the first Senior Center flu clinic took place on October 17th, with number of flu vaccinations down compared to last year-to-date. This does not necessarily mean that seniors are not getting vaccinated; they could be receiving flu vaccinations from private providers including retail pharmacies. E. Judson inquired if the percentage of local population getting the flu shot is known. D. Joseph responded that the data is available for MHD-provided flu shots, but private providers are not required to provide that data to the local health department.*

Emergency Preparedness Report - Tara Mustakos Wassmer, REHS/RS, CHES

Regional Initiatives

The State of CT Department of Public Health (CT DPH) Office of Public Health Preparedness & Response will be conducting quarterly conference calls with local health this year instead of one annual review of emergency plans. The purpose is to outline gaps in operational plans focusing on the Centers for Disease Control 15 Public Health Preparedness Capabilities. Milford's second call is scheduled for the end of November.

This month Milford health staff will be participating in a mass fatality multistate exercise in Windsor Locks. Family Assistance Centers (FAC) will be the role of local public health offices in the event of a mass fatality/casualty event. Region 1 (Fairfield County) developed an initial plan, Regions 2 (New Haven County) & 5 (Litchfield County) are working to adopt the plan with revisions as needed in an effort to keep uniformity with this plan statewide. Local planners are working with mental health professionals, emergency responders and Department of Emergency Services and Public Protection staff.

Local Preparedness Initiatives

Milford health staff will be participating in a Health & Wellness Fair on October 20th. At the fair the health department's sample preparedness kit will be displayed (see below!), a plethora of health information provided, as well as flu shots offered to city employees and the public. This event will be utilized to drill "facility set up" and accumulate "throughput" data. Throughput is obtained by timing individual people through the process of getting his/her shot. This information is used to calculate how many people local health staff can anticipate getting through a vaccine clinic in a set

amount of time. This information is crucial when figuring out how many stations, staff, etc will be need in a mass vaccination or dispensing event.

Milford is waiting for Yale Program on Climate Change Communication (YPCCC) to send the first draft of the Medical Reserve Corps (MRC) survey. Office staff is currently working to pull together lists of Beach Associations and neighborhood groups to send this out to along with volunteers to capture as much information as possible.



Comments:

- *With regard to the Regional Mass Fatality exercise, D. Joseph reported that members of MHD staff will participate on October 27th, where Family Assistance Centers (FAC) will be the focus. Participants will have the opportunity to learn more about interviewing, collecting data, and other matters related to planning for and operating an FAC.*

Community Health – Jennifer Clarke-Lofters, MPA

Disease Surveillance

There were 43 cases of disease reported for the months of September, with Lyme disease as being the most frequently reported.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program has started a new contract September 1, 2016. Along with this new contract changes have also been made to the program that modifies eligibility, while extending the number of home visits as directed by the Centers for Disease Control and Prevention. The program now offers up to three (3) home visits and a 6 month follow up after a participant has been enrolled. For the month of September we received 25 referrals with 19 of them coming from the Emergency Department and or Hospital discharge. Due to staff limitations we have been able to complete 4 initial home visits, two 2nd home visits and eight (8) visits scheduled in the near future. As you know, follow-ups are conducted to discuss whether individuals and/or families have implemented the recommended control measures, to determine outcomes as a result of the home

visit, and to discuss any challenges/barriers/etc. this will be continued. Compared to this same time frame last year, this program has nearly tripled in referrals and we are working on scheduling to deliver services in a timely manner to participants.

Parent Leadership Training Institute (PLTI)

We have applied for funding for PLTI through the State Education Resource Center (SERC). We anticipated announcements for PLTI funding to be made September 30, 2016. However the announcements for recipients have been postponed and we are hoping to get a response before the end of October. We have had great success from this program with 107 graduates. The previous funding year succeeded with 15 very diverse and cohesive graduates who are now members of local boards and organizations. PLTI which 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.

PHAB (Public Health Accreditation Board)

The Milford Health Department is still preparing itself to submit an application to become accredited. Our next step is looking at quality improvement for the department. In August, the health department submitted a proposal for funding to assist with accreditation readiness. The 2016-2017 Accreditation Support Initiative (ASI) awards are intended to stimulate quality improvement and promote local health department's readiness to seek voluntary national accreditation through PHAB. Unfortunately we were not a recipient of this award. We will continue to work in the health department as a team to become accredited while keeping a look out for other funding opportunities.

NACCHO (National Association of County and City Health Officials) Challenge Award

The Milford Health Department was awarded 2015-2016 NACCHO's Medical Reserve Corps Challenge Award for one year this past spring. The department plans to work with Yale Program on Climate Change Communication (YPPCC) to conduct a survey of MRC volunteers to assess their hurricane knowledge, risk perceptions, training experience, communication skills and resources to conduct face to face conversations. The results will then be utilized to develop recommendations for a training and recruitment program for Milford MRC to serve as neighborhood ambassadors. These ambassadors will focus on communicating with vulnerable populations residing in flood zones regarding storm preparedness before, during and after events which will increase social capital and community resilience. We are currently in the process of developing a survey to conduct in the upcoming future.

Comments:

- *D. Joseph updated the PLTI report on funding, as she learned late this afternoon that MHD has received full funding for the 2016-2017 program year. Recruitment for the program is underway.*

- *With regard to the Asthma program, D. Joseph noted that the new grant year began September 1st and referrals are already triple what they were last time this year, due in part to MHD's increased collaboration with Yale New Haven Hospital's Emergency Department. Discussion ensued about the challenge of increased home visits without an increase in funding.*

Old Business:

- *As a follow up to discussion last month regarding Narcan administration in schools, D. Joseph distributed the National Association of School Nurses (NASN) Position Statement on Naloxone Use in the School Setting: The Role of the School Nurse.*

Director's Report: Deepa Joseph, MPH

- *The VNA is no longer able to provide the monthly Well Child Clinic at the MHD due to lack of available staff. MHD would have to obtain a clinic license in order to provide the clinic independently, as the clinic was previously operated under the VNA's license. D. Joseph is exploring different options, such as having a local community health center organization provide the clinics, or applying for MHD clinic licensure. Discussion ensued about potential staffing options.*
- *The State Commissioner of Public Health is discussing proposing legislation for a consolidation of local health departments into health districts. Municipalities would contribute a % of their operating budget (1.5% proposed) for regionalized public health services. Proposal is in preliminary stages and the legislation is in draft form. Discussion ensued regarding the potential impact on Milford of such legislation, including greater costs and potentially access to fewer services.*
- *Budget packets for the 2017-2018 fiscal year were received today. Discussion ensued amongst the Board about the potential need for staffing resources to support the consolidated Health, Human Services, Youth & Family Services, and Employment & Training agencies.*

New Business: None.

Adjournment:

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

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Marianne Klinga
Recorder