

**Board of Health Meeting Minutes
October 20, 2009**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Ernest Judson, Vice Chairperson
Howard Fink, MD, Secretary
Joan M. Costello, BSN, RN
William F. Lynch, MD
Mitchell Quintner, DMD
Deborah Woods
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

David Amendola, Board of Education Liaison
Nick Veccharelli, Board of Alderman Liaison

Others Present:None

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Joan Cagginello, Nurse Administrator
Deepa Joseph, Community Health Coordinator
Laura Miller, Chief, Environmental Health
Tara Mustakos, Local Emergency Preparedness Coordinator
Amy Shields, CRI Coordinator
Beverly Hayes, Administrative Assistant

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

Approval of Minutes – September 15, 2009

The minutes of the September 15, 2009 meeting were unanimously approved on a motion by E. Judson seconded by M. Quintner.

Environmental Health Report – Laura Miller

Anti-Blight Ordinance

The Milford Health Department is charged with the enforcement of this Ordinance. The Health Department now has several options when citing violations pertaining to blight and the situations resulting in blight. Each regulation can be cited separately, or, in certain situations, in concert with each other. The Anti-Blight Enforcement Officer (ABEO) shall determine if a property is blighted meaning in a state of disrepair or becoming dilapidated as defined by one or more of ten conditions in the ordinance. In other words the ABEO must determine if the property owner is “creating or maintaining, or causing to be created or maintained a blighted property” based on the ten conditions specific to blight. Determining if a property is blighted shall entail several inspections/site visits to

the property in order to establish the grounds in which to issue a notice of violation (NOV) to the property owner. The NOV shall describe the violations and a time frame in which compliance must happen. Several inspections/site visits are necessary not only to establish if a blight condition exists or is being created but to also ascertain if the condition is being “maintained” by the owner.

Household Hazardous Waste

On Saturday, October 3, 2009 there was a satellite household hazardous waste collection at the Public Works garage on Ford St. The collection was a huge success. In total we collected 472 households worth of waste as opposed to 230 in 2008. Based on usage the last two years, we are hoping to be able to host a satellite collection every year. Milford volunteers including some members of the CERT team in addition to Clean Harbors, a licensed collection company, staffed the satellite collection. HazWaste Central in New Haven at the Regional Water Authority continues to operate until the end of October.

Educational Fairs

On Monday September 21st, I 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 older adults. Some of the things distributed included, information on carbon monoxide, diabetes, disposable paper thermometers along with directions on how to check foods to ensure proper cooking temperatures, and food safety information geared specifically toward seniors.

Comments:

Dr. McBride stated in regards to the Anti-Blight Ordinance, most properties will be handled through either our existing Housing Code or Civil Code and the board discussed the potential implications of the increased workload for the department for handling the anti-blight ordinance. Dr. McBride added that the specifics were under review. He added that in the past we have used the Housing Code Persecutor for enforcement; however, he stated that the department will need the local support of the City Attorney working with the Housing Court Prosecutor. L. Miller added that we had received approximately 30 complaints regarding blight. E. Judson questioned how we track the status of the complaints, for which L. Miller responded electronically through our Cartegraph database. E. Judson questioned if Sonja Devitt, Housing Code Inspector would be involved, which Dr. McBride responded yes as she helped structure the ordinance and CRIDE will also be involved.

Nursing Division Report – Joan Cagginello

Seasonal Flu and Seasonal Influenza Vaccination Campaign

Connecticut is experiencing regional flu activity according to the Centers for Disease Control and Prevention (CDC).

Seasonal influenza vaccination clinics have been held in a variety of community settings during the months of September and October. Acting on guidance from the CDC and the CT Department of Health, to hold flu clinics as soon as vaccine is available, clinics were scheduled in late September and throughout the month of October. To date, over 2,500 doses of seasonal flu vaccine have been administered. A seasonal influenza vaccine clinic is also scheduled at Parson’s Government Center on October 27, 2009 from 5pm-7pm. Seasonal influenza vaccine will also be offered at our monthly immunization clinics beginning in November and continuing through January 2010.

In addition to flu clinics for the general public, clinics have been held at the Milford Senior Center, Boys & Girls Village, clinics for City and Board of Education employees and other clinics. Additionally, seasonal influenza vaccine has been distributed to local healthcare providers in Milford and other Health Departments and Health Districts in Region 2.

H1N1 Influenza and H1N1 Influenza Vaccination Campaign

The Milford Health Department is updated regularly by the CT Department of Health and the CDC on the status of H1N1 infection in the country, the state and our community. According to CDC, all subtyped influenza A viruses being reported to CDC were identified as Influenza A (H1N1) viruses. The proportion of deaths attributed to pneumonia and influenza across the country was above the epidemic threshold and the proportion of outpatient visits for influenza-like illness (ILI) was above the national baseline.

The Milford Health Department continues to follow guidance from the CDC and CT Department of Health with respect to implementation of H1N1 vaccination programs for priority groups of individuals. Priority groups for H1N1 vaccination at this time is as follows:

For Inactivated Injectable Influenza A (H1N1) 2009 Monovalent Vaccine

- Pregnant women and household contacts of infants less than 6 months of age
- Children aged 24 through 59 months of age
- Children less than 19 years of age with high risk medical conditions
- Hospital healthcare workers and Emergency Medical Services personnel

For Live, Intranasal Influenza A (H1N1) 2009 Monovalent Vaccine

- Children aged 24 through 59 months of age
- Hospital healthcare workers and Emergency Medical Services personnel

The Milford Health Department will hold an H1N1 Influenza Vaccine Clinic for the noted priority groups on Thursday, October 22, 2009 from 6pm-8pm by appointment only. As more vaccine arrives at the Health Department, additional clinics will be scheduled. It is expected that as the supply of vaccine increases, the priority groups will expand to offer vaccine to larger segments of the community.

In addition to the clinics that will be held by the Health Department, there are several primary care providers in our community that will be providers of the H1N1 vaccine to their patients. The Health Department has communicated our plans for vaccination clinics with our community providers.

The Milford Health Department is working collaboratively with the Milford Public Schools and the Visiting Nurses of South Central CT to provide school located H1N1 influenza clinics. Clinics will be scheduled as soon as vaccine is available from the state.

School Health Services

The school nurses have been included in all planning efforts for both seasonal and H1N1 influenza vaccination clinics. The nurses have continued daily surveillance for influenza like illness and have offered flu prevention information to both students and staff in their schools. Our school nurses will be involved in the planning and logistics issues involved in the school located clinics at all grade levels.

Two school nurse substitutes have been hired as seasonal temporary employees to cover absences and to assist at the flu clinics. Health Offices have been very busy since the beginning of the school year, especially noted at the middle schools where the nurses are seeing more than fifty students each day. In addition to the high volume of students, the health needs of the students have also increased.

Continuing education for the school nurses continues to be a priority at the Milford Health Department. A number of programs that offer CEU's from the State Department of Education have been planned for the nurses including Asthma Management which was presented at the October staff meeting and Poison Control and Prevention training from the UCONN Health Center which will provide the nurses with a "train the trainer" program in November. Upcoming programs include Orthopedic Injuries at School and Documentation for School Nurses.

Comments:

- C. Young questioned how quickly appointments for the Thursday H1N1 clinic were filled. D. Joseph responded that appointments were filled by 2 pm. on Monday, after which a new communication was sent out regarding our next clinic available for appointments. D. McBride explained that all the preparedness drills have prepared our department. J. Cagginello explained that other providers also offering the H1N1 vaccine. The focus right now is vaccinating priority groups. The ILI reports for the Milford schools have been OK up to now, however the department is working on plans to vaccinate through the schools with the help of the VNA. R. Vitali added that the Code Red System has unlimited use now because of a grant provided by the Iroquois Gas Company and this may be a good way to communicate to the parents.

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 25 cases of disease reported for the month of September, with Chlamydia being the most reported. The Community Health Coordinator continues to be involved in enhanced H1N1 surveillance activities, including Influenza-Like Illness surveillance in the community.

Pandemic H1N1 Influenza ("Swine Flu") Planning & Response

The Milford Health Department will be holding a pandemic H1N1 influenza vaccination clinic on Thursday, October 22, 2009 from 6:00pm to 8:00pm at the Milford Health Department located at 82 New Haven Avenue, Milford, CT. Vaccines will be provided by appointment only due to the limited supply of vaccine at this time. As of Monday, October 19th, all appointments for this clinic have been booked.

Due to the overwhelming response, the Milford Health Department will hold another H1N1 vaccination clinic on Thursday, October 29, 2009 from 6:00pm-9:00pm. Community members interested in attending the clinic on October 29th can make an appointment by calling the Milford Health Department at 203-783-4813 beginning Monday, October 26th. Appointments will be scheduled Monday-Friday from 8:30am-5:00pm until all appointments have been booked. Residents are also encouraged to contact their medical provider to determine if he/she can receive the vaccine at the provider's office.

The Community Health Coordinator has been developing and distributing communication messages, including press releases, website updates, phone messaging, etc. The Department has been working closely

with Milford Public Schools to ensure messages are sent to parents in a timely and appropriate manner as well.

Putting on AIRS Asthma Program

The program received a total of 10 referrals for the month of September. On October 9th, as a result of the program's partnership with the Hospital of St. Raphael Community Rotation program, one of the Chief Residents presented the Putting on AIRS Program during Grand Rounds. The presentation was well done, focusing on the importance of the program and highlighted the value of Asthma Action Plans for families. Several local pediatricians attended the presentation and the program has received some referrals as a direct result of the presentation.

3rd Annual Milford Parent Leadership Training Institute

The Health Department, in collaboration with Kids Count and the Discovery Initiative in Milford, is in the process of planning for Milford's 3rd Annual 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.

Over the past two years, this program has been partially funded through the State of Connecticut's Children's Trust Fund. However, due the State budget cuts, funding through this source may not be available this year. As such, various community organizations are currently in the process of locating alternative sources of funding to support the program this year.

Complete Count Census Committee

The Community Health Coordinator is a member of Milford's Complete Count Census Committee. This committee is comprised of representatives of several community agencies and is tasked to increase local participation in Census 2010. Census activities have already begun on a local level in preparation for the 2010 Census release in March 2010. The committee is currently brainstorming ideas for promoting the importance of everyone's participation in the census, particularly for those populations who have traditionally been harder to reach in past years.

Emergency Preparedness Report

Regional/CRI Emergency Preparedness Report - Amy Shields

Regional Preparedness Grants & Cities Readiness Initiative

Amy Shields has stepped in as the Cities Readiness Initiative Coordinator for Region 2. She will continue to work with the preparedness team at Milford and with partners throughout Region 2 in order to maintain the high level of communication and collaboration throughout the Region. The Milford Health Department recently assisted its Region 2 partners by selling extra seasonal flu vaccine. The Milford Health Department ran their own seasonal flu clinics and was also able to supply the vaccine to a variety of venders including health departments, VNA's, and the Hill Health Center in New Haven.

The New Haven Health Department will conduct an exercise under the Cities Readiness Initiative Grant. This will be a regional exercise. Planning has started, though a set topic has not been decided. New Haven will work with regional partners to coordinate and conduct this exercise.

On October 2nd the initial planning meeting for the All-hazards Shelter Operations Exercise (AHSOE) was conducted. Three representatives from the Milford Health Department, Amy Shields, Phil Maloney, and Bill Richards attended the meeting along with New Haven EMD's Maggie Targove and Rick Fontana, and Tom Lenart from the American Red Cross. It was determined that this will be a full-scale exercise on sheltering operations. The exercise will be held in August 2010, and will focus on shelter management including communication, transportation, pets, and special needs. The next meeting will be held October 28th at the New Haven Regional Training Academy at 2pm.

The Region continues to work with the state on the Vulnerable Populations Grant. A database is being developed including information the region can utilize when setting up shelters and working with vulnerable populations during an emergency. A workshop will be held in November to roll out the database throughout the region and state.

Local Emergency Preparedness/Volunteer Activity Report - Tara Mustakos

Local Emergency Preparedness

The Milford Health Department held the first large public seasonal flu vaccination clinic on October 8, at Platt Technical High School. Health department nurses and volunteer Medical Reserve Corps (MRC) nurses vaccinated over 100 residents. Additional MRC/CERT volunteers participated with this clinic as part of training for mass vaccination. Volunteers are a valuable asset to the clinics as they fill roles for vaccine administration, registration of residents, people moving in and outside the clinic and directing of traffic.

The Milford Health Department MRC/CERT volunteers will be meeting later this fall for the bi-annual meeting and briefing on anticipated flu activities in which volunteers will be called on for participation.

Novel H1N1 influenza is the focus of Public Health Emergency Planning for the health department. A plan for operations and response to H1N1 influenza was developed into an annex to the city's Pandemic Influenza Plan. This plan outlines the Milford Health Department's response as it references the CT Department of Public Health Novel H1N1 Distribution Plan and the Vaccine and Antiviral Taskforce Guidance Document for H1N1 vaccine created by Department of Emergency Management and Homeland Security (DEMHS) Region 2.

The Milford Health Department is planning to host the first Novel H1N1 vaccination clinic on Thursday, October 22. Residents will call to schedule an appointment, as there is currently limited vaccine supply and the Centers for Disease Control and Prevention recommends vaccination of priority groups. Additional vaccine will be available to order in the following weeks.

Outreach and education to community partners is ongoing. Faith based communities, daycares/childcare providers, the Milford Board of Education and establishments, serving vulnerable populations, are in communication with the health department with regard to H1N1.

Comments:

- Amy Shields explained that B. Richards and she have been working with Faith organizations on pandemic preparedness and prevention strategies. She also stated that in regards to the Cities Readiness Initiative Grant, the New Haven Health Department has expressed that their exercise will be focused on outreach to faith based organizations.
- Amy Shields added Bruce Varga supervised a youth citizenship position which aimed at preparedness education this summer and we are offering to fund one at our health department and two more positions to the region which we will fund. If other health departments would like to participate, then they would have to fund the position. D. McBride added that this is a career opportunity for those interested in public health and preparedness activities. D. McBride added that he would be making a presentation to the Connecticut Hospital Association on 3 Days/3 Ways which focuses on home preparedness.

New Business:

Director's Report:

- D McBride stated that the Health Department staff members P. Scholz, L. Miller and himself had their hearing on the Hookah Lounge September 24, 2009 for which they submitted a brief. The hearing office allowed the owner to respond to our brief and we have not heard of the decision as of yet.

Adjournment:

H. Fink motioned to adjourn the meeting seconded by W. Lynch and approved unanimously.

The meeting adjourned at 7:30 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder