

**Board of Health Meeting Minutes
October 21, 2008**

Board Members & Liaisons Present:

Ernest Judson, Vice Chairperson
Howard Fink, MD, Secretary
Mitchell Quintner, MD
Joan M. Costello, RN
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

Constance Young, Chairperson
William F. Lynch, MD
Deborah Woods
David Amendola, Board of Education Liaison
Nick Veccharelli, Board of Alderman Liaison

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Joan Cagginello, Nurse Administrator
Laura Miller, Chief of Environmental Health
Deepa Joseph, Community Health Coordinator
Diana Yassanye, Cities Readiness Initiative Coordinator
Beverly Hayes, Administrative Asst.

Others Present:

Robert Gavlik
Jerry Fiorentino
Dave Miller
Priscilla Miller

E. Judson called the meeting to order at 6:30 p.m.

Approval of Minutes – September 16, 2008

The minutes of the September 16, 2008 meeting were unanimously approved on a motion by M. Quintner seconded by J. Costello.

Environmental Health Report – presented by Laura Miller, Chief of Environmental Health

Household Hazardous Waste

On Saturday, October 4, 2008 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 waste from 230 Milford households in addition to the regular collection site in New Haven. Based on

the usage that day, we are hoping to be able to host another satellite in the spring of 2009. Milford volunteers 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 22nd, I attended the annual Health Fair at the Senior Center. This is the perfect opportunity to pass out lots of educational materials. Some of the things distributed included, disposable paper thermometers along with directions on how to check foods to ensure proper cooking temperatures, and food safety information geared specifically toward Seniors.

On Tuesday October 14th, I attended the “Careers to Health” fair at Foran High School. In addition to providing information on careers in Public Health, they were also given the disposable paper thermometers along with information on safe food temperatures.

Student Intern

On Wednesday, September 17, 2008 Shamique Walker, an Environmental Public Health Student from Southern Connecticut State University, started an internship with the Health Department. Because her major area of study is in Environmental Health, she will be spending a large chunk of her time with the Environmental Health Division where she will gain valuable field experience and will be exposed to the many facets of environmental health. During her internship, Shamique will also be working on scanning a lot of our septic files into the computer and saving them electronically in our Cartegraph database program. Beginning in November, she will rotate to the other departments in the Health Department.

Comments:

Nursing Division Report – Presented by Joan Cagginello

Flu Season and Influenza Vaccine

The Weekly Influenza Surveillance Reports from the Centers for Disease Control and Prevention (CDC) began this month. Connecticut is reporting sporadic influenza activity at this time.

The Milford Health Department has developed our schedule of influenza clinics for the community this flu season, offering clinics for the general public as well as clinics aimed at providing influenza for seniors, children and families.

In response to the Advisory Committee on Immunization Practices (ACIP) recommendation that all children age 6months to 18 years receive influenza vaccine; we are currently developing a school flu immunization program in collaboration with the Milford Public Schools. Influenza clinics will be held at three schools during after school hours in November to offer flu immunizations to children. Children attending the clinics who are uninsured or underinsured will be offered vaccination at no charge.

High School Health Fair

The fourth Annual *Careers to Health Fair* was held on October 14, 2008 at Foran High School. The Health Fair, which offers presentations on Health topics as well information on careers in health fields, is a collaborative between the Milford Health Department, The Milford Hospital

and the Milford Public Schools and continues to be well received by the high school students. Students attended the health fair accompanied by their teachers and by their report, enjoyed and benefited from the displays, many of which offered an interactive program. There were approximately twenty presenters, including the Health Department, The Hospital of St. Raphael on CPR/AED, The Get in Touch Foundation, which stresses teaching self breast exam at an early age, and several schools offering programs in health careers including St. Vincent's Nursing and Allied Health, Milford Hospital Radiology, Quinnipiac University Forensic Nursing, University of Bridgeport Allied Health and Employment in Training for certified nurses aide certification programs.

School Health Services

Asthma – The school nurses completed annual data collection to identify the number of students with asthma in our schools. Milford continues to have between 8-11% of our student population with a diagnosis of asthma. We will have a program for the school nurses on Asthma management presented by The Pediatric Asthma Center at Bridgeport Hospital this school year.

Immunizations - The school nurses will complete the CT Department of Health Immunization Survey this month. Milford strictly adheres to the State of CT guidelines that require age appropriate immunization for all children prior to entry to school. In order to facilitate the child's entry to school, the Health Department offers immunizations to all children age six weeks to eighteen years at our monthly immunization clinics. For children arriving in Milford and requiring an immunization for entry to school, an "on-call" nurse can administer needed immunizations within one day of request in order to ensure a smooth and timely entry to school.

Comments:

Community Health Division Report—Presented by Deepa Joseph

Disease Surveillance

There were 41 cases of disease reported for the month of September with chlamydia being the most reported disease.

National Association of County & City Health Officials (NACCHO): Accreditation Project

Funds were requested from NACCHO to support the Milford Health Department's efforts to assess the degree to which it has the capacity to perform the functions of NACCHO's Operational Definition of a Local Health Department. NACCHO approved this request and has provided the Milford Health Department with a grant in the amount of \$15,000. Through this project, Kay Edwards, a consultant from the Public Health Foundation, conducted a one-day site visit to meet with the Milford Health Department staff, as well as with local elected and/or appointed officials. Through this visit, we received excellent feedback regarding priority areas to be addressed through the Community Health Assessment. The Community Health Coordinator is currently working on a report on our Quality Improvement progress, which is due to NACCHO at the end of November. Many individuals who attended the session also stated that they wanted time to think about priority areas of concern to them. Please forward any ideas or thoughts so that they can be included in the development of the Community Health Assessment at your earliest convenience.

2nd Annual Milford Parent Leadership Training Institute (PLTI)

The Health Department, in collaboration with Kids Count and the Discovery Initiative in Milford, is in the process of recruiting participants for Milford's 2nd 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. We have received 11 applications to date and are confident that we will reach our goal of 25 participants. The program has been marketed at various venues throughout Milford including a video clip on the local government access channel, information distributed to every parent in Milford through the public and parochial schools, as well as posting of flyers, information, and applications at several community locations. The deadline for application submission is October 31, 2008. The classes will kick-off with the one-day retreat on Saturday, January 10, 2009 at the First United Church of Christ, Congregational.

The Health Department was also notified that our grant application for \$17,600 to the State of Connecticut Children's Trust Fund to assist with PLTI has been approved.

Walking Campaign

In an effort to increase physical activity among students in Milford, the Community Health Coordinator is working on implementation of a Walking Campaign in Milford. The Walking School Bus program is still being promoted, however interest in the program tends to be less in the fall due to scheduling issues and weather patterns. Consequently, along with the Walking School Bus, plans to promote walking activities in general are underway. Examples of such efforts include the Walk & Talk program, as well as a Walking Wednesday program. Walking Wednesdays would involve a modified version of the Walking School Bus program that would run on Wednesday mornings.

Comments:

- J. Costello inquired regarding Walking Campaign as to why buses are provided after 5th grade. R. Vitali responded per the state guidelines. D. McBride encouraged discussion about encouraging students to refrain from driving to school and take bus, or use alternative methods, ie. walking, biking. Discussion ensued.

Emergency Preparedness Report – Presented by Diana Yassanye

Regional/CRI Emergency Preparedness Report

Regional Preparedness Grant

Patrick Pickering has been hired as the new Regional Preparedness Coordinator. He brings a wealth of experience as a firefighter, emergency medical technician, and trainer to this position.

The Extreme Cold/ Ice Storm Tabletop Exercise is set for November 20th at the Saybrook Point Inn. Towns slated to participate include: Haddam, Chester, Deep River, Essex, Old Saybrook, Westbrook, Clinton, Killingworth, Durham, Middlefield, Madison, Middletown, Cromwell, East

Haddam, Portland & East Hampton. This exercise will also include participants from Region 3 and 4, as the hospital which is at the center of the scenario, Middlesex, has a broad catchment area. This exercise is the second in a series meant to engage public health, hospitals, and other emergency services in our region.

Cities Readiness Initiative

Milford Health has revised local antibiotic dispensing plans to include a “drive-through” at Foran High School. This dispensing point would be accessible by residents with handicap placards and by organized community groups that have registered with us and have received a decal for their car (s). This will allow a group pick up and alleviate some strain on the traditional POD, planned for Platt Tech.

Local Emergency Preparedness/Volunteer Activity Report

Volunteer Programs: Milford Coalition for Community Preparedness & Community Emergency Response Team (CERT) & the Medical Reserve Corps (MRC)

The bi-annual all-volunteer call down drill was conducted on October 16th, 2008. These call downs are an invaluable opportunity to update contact information for each volunteer and provide information on upcoming events in the MRC/CERT community. The call down volunteers were asked to use the CDC form to track call and response time for all the MRC and CERT volunteers to be contacted. This information would be helpful in the event of a public health emergency that required the activation of our volunteer groups.

The Milford Health Department will be holding a Vote and Vaccinate Flu Clinic this year on election day, Tuesday, November 4th, from 7 AM to 8 PM. The clinic will be held on the grounds of Harborside Middle School in the CT Mobile Field Hospital (MFH). Other events and city departments will also be utilizing the deployment of the Mobile Field Hospital to Milford to view the tents and perform drills/exercises. The Harborside Middle school students will take part in guided tours through the tents with education materials from the CT Department of Public Health and Milford Health Department staff. Milford Hospital staff and support staff will have an opportunity to view and familiarize themselves with the MFH and it's functionality. On Monday, November 3rd and Thursday, November 6th, the Milford Fire Department will exercise the use of their DECON (Decontamination) trailer in conjunction with the MFH.

The Milford Health Department staff and CERT volunteers will be erecting two sections of the Mobile Field Hospital tent on Sunday, November 2nd. The volunteers will assist in all operations of the clinic including: registration, administration, health education, evaluation and throughput of patients. Preliminary training sessions will be held at the next all-volunteer meeting.

October 22nd, 2008, will be the next meeting for all MRC and CERT volunteers. The meeting will be held from 6:30 PM to 8 PM at Jonathan Law High School. An overview of the Mobile Field Hospital and its uses will be presented to the group. Individual breakout sessions will be lead by Milford Health Department staff to train and prepare volunteers participating in the Vote and Vaccinate clinic. Sessions to be covered include: traffic and security, vaccine administration, forms and registration and an evaluation overview.

Comments:

- E. Judson inquired where the tents are housed when not in use as well as decontamination trailer. D. Yassanye responded that the mobile field hospital is a state asset housed at Brainard Field when not in use. The decontamination trailer is the Milford Fire Department Asset.
- D. McBride added in regards to the CRI drive-through it was the idea of Philip Maloney, our Security Coordinator.

New Business:

Open Burning – Public Comment

- Dave Miller, 30 Lawrence Avenue, expressed concern over Open Burning Ordinance, and would like smoke defined as a public nuisance.
- Robert Gavlik, 25 Andrus Drive, concerned over offensive smoke hanging in air being unhealthy, especially those with Asthma.
- Jerry Fiorentino, 1 Private Way, owns multi-family home 5 ft. from property line, where neighbor has built a wood burning pizza oven close to property line, and smoke adversely impacts his tenants.
- D. McBride stated that his staff would address each complaint separately, as each situation is different in order to respond conscientiously and judiciously.

Director's Report – Presented by A. Dennis McBride, MD, MPH

- D. McBride suggested each month a department within the Health Department will make a presentation as to the functions of their respective departments in addition to their usual reports.

Adjournment:

H. Fink motioned to adjourn the meeting seconded by J. Costello and approved unanimously.

The meeting adjourned at 8:05 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder