

**Board of Health Meeting Minutes
November 18, 2008**

Board Members & Liaisons Present:

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

Board Members & Liaisons not present:

Mitchell Quintner, DMD
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
Deepa Joseph, Community Health Coordinator
Diana Yassanye, Cities Readiness Initiative Coordinator

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

Approval of Minutes – October 21, 2008

The minutes of the October 21, 2008 meeting were unanimously approved on a motion by E. Judson seconded by J. Costello.

Environmental Health Report – presented by A. Dennis McBride, MD, MPH

65-145 Furniture Row - Remediation

In January of 2008 Laura Miller reported on the Furniture Row Milford Site, a 12-acre parcel that, in 1988 had a release of an undetermined amount of solvent to the ground surface contaminating the groundwater under the industrial site. The owner of the property, AIG investments, contracted with Innovative Engineering Solutions, Inc. (IESI) to clean up the soil and groundwater pollutants in accordance with CT DEP regulations. Under CT DEP over-site, IESI will be utilizing bio-remediation techniques to clean up the solvents that contaminate the groundwater. Bio-remediation techniques use microorganisms to destroy environmental pollutants found in the groundwater at the site. The Milford Health Department distributed a questions and answers fact sheet about bio-remediation to all properties surrounding the Furniture Row site so that members of the community would be well informed.

On November 6, 2008 Tara Mustakos and Laura Miller conducted a site-visit at 65-145 Furniture Row and met with representatives from the CT Environmental Protection Agency (CT DEP), AIG investments, Property Owner, and Innovative Engineering Solutions, Inc. (IESI), to check on remediation progress at the site. To date, IESI has completed drilling the extraction and injection wells and started construction of the groundwater remediation system, which entails a considerable amount of on-site fabrication. The CT DEP will be monitoring the progress of the remediation once IESI begins the injections.

180 Melba Street – Site renovation/Mold Remediation

Prior to its purchase by Milford Arms, LLC, the Health Department documented a number of health and housing code violations within and around the building located at 180 Melba Street. On October 6, 2005 the Health Department issued a notice of violation that deemed the property unfit for occupancy due to an excessive amount of mold and mildew and evidence of deteriorating supporting structural members. At that time, all tenants had to move out and remove any belongings they wanted to keep.

In early 2007, rehabilitation work began by Milford Arms, LLC. Representatives of this office conducted regular site visits at the property to visually inspect and measure relative humidity and moisture levels throughout the building. Contractors replaced the entire roof and all windows, reinforced the entire building, removed and replaced all floors and sheet rock and installed dehumidifiers in the basement storage area.

Based on the final mold/mycological investigation report completed by Envirocheck, INC, and inspections conducted by representatives of the Milford Health Department, property owners Milford Arms, LLC were able to demonstrate the ability to adequately control moisture and relative humidity inside the building. The original Notice of Violation dated October 6, 2005 is abated.

Comments:

- C. Young asked how long the remediation process will take. D. McBride responded that the length of time depends on the acclimation of microbes to the onsite groundwater, which could take anywhere from several months to a year.
- E. Judson asked if there has been any progress on issues surrounding the outdoor burning ordinance. D. McBride responded that the ordinance is currently under review and the Health Department has shared input regarding the ordinance. The Health Department will also continue to respond according to routine procedures for health complaints.

Nursing Division Report – Presented by Joan Cagginello

Flu Season and Influenza Vaccine

The Milford Health Department provided 17 influenza vaccination clinics in our community over the past month. We are enjoying a very successful flu campaign this year, with over 2,500 doses of vaccine administered to children and adults as of this date. Routinely held clinics have been completed. We provided 1144 flu immunizations at the three Senior Citizen Center flu clinics and also offered flu immunizations for the general public, the City of Milford employees and Milford Public Schools staff.

The addition of new clinics, designed to vaccinate children as well as individuals that have not had flu shots in the past, has proven to be a successful venture in flu prevention. In response to the Advisory Committee on Immunization Practices (ACIP) recommendation that all children age 6 months to 18 years receive influenza vaccine, we collaborated with the Milford Public Schools to provide *School Based Flu Clinics* for all students grades K-12. The clinics were well attended and parents of the children attending voiced appreciation for the service. Children who are uninsured or underinsured were provided with a flu vaccination free of charge.

The 2nd annual *Family Flu Clinic*, collaboration between the Milford Health Department and the Visiting Nurses of South Central CT, was held at the Milford Public Library. Almost 200 children and their parents received their flu shots during the 3-hour clinic. The program has also grown to include a health fair, sponsored by the library, for families that attend the flu clinic.

The 3rd annual *Vote & Vax* flu clinic was held at Harborside Middle School as part of a Regional Emergency Preparedness exercise. The clinic was held in the CT Department of Health Mobile Field Hospital. Over 400 individuals attended the clinic, which was open the full day of voting (6:30am-8pm). The clinic was staffed with Health Department staff as well as volunteers and ran smoothly throughout the day long event.

Influenza vaccine will continue to be offered at our routine monthly Immunization Clinics through January 2009. All persons attending the clinics will receive flu prevention education and will be encouraged to have a flu shot. Children attending the VNA well child clinics at the Health Department will also be offered a flu shot as part of their visit.

Influenza Surveillance

Influenza reporting will be monitored during flu season by following information from several sources. Weekly reports from The Centers for Disease Control & Prevention (CDC) called *Flu View* gives national information on positive tests for flu, pneumonia and influenza mortality and influenza like illness reported by outpatient settings. The CT Department of Health also collects influenza information specific to the state and will begin reporting in the coming weeks. Locally, our community health coordinator monitors positive tests for flu and we continue to collect Influenza Like Illness (ILI) data from the schools and community. As in years past, the ILI data is monitored for trends in our schools and community.

Comments:

- H. Fink asked if there have been any reports of influenza in Milford. D. Joseph responded that we have received no reports of influenza in Milford for this season as of yet.

Community Health Division Report—Presented by Deepa Joseph

Disease Surveillance

There were 17 cases of disease reported for the month of October with chlamydia being the most reported disease.

2nd Annual Milford Parent Leadership Training Institute (PLTI)

The Health Department, in collaboration with Kids Count and the Discovery Initiative in Milford, has recruited 25 participants, the maximum capacity, 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. Members of the PLTI Design Team met with 24 of the 25 participants last week for an informational interview session. The class is comprised of a diverse group of individuals from various backgrounds and who have children of varying ages. This year the State of CT Commission on Children will also be offering participants the opportunity to obtain college credits or continuing education credits through Charter Oak Community College. Several of our participants have indicated that they are interested in taking advantage of this opportunity as well. The classes will kick-off with the one-day retreat on Saturday, January 10, 2009 at the First United Church of Christ, Congregational.

Putting on AIRS Asthma Program

The program has received 36 referrals within the first 2 months of the contract year, which began on August 31st of this year. Referrals have significantly increased as a direct result of increased, concentrated marketing efforts by the Program Coordinator. Specifically, we have received almost the same number of referrals in the first 2 months of the contract as we received for the whole year last year. The Program Coordinator continues to work on increasing referrals in Milford through additional outreach with various providers. To that end, the Program Coordinator will be attending Milford's Preschool Showcase this weekend at the Milford Public Library to provide information directly to parents at the event.

Community Development Block Grant (CDBG)

The Milford Health Department was notified that our application for renewal of CDBG funding was approved for the amount of \$25,000. CDBG funds are utilized to support the Health Department's part-time Community Housing Inspector, who is currently responsible for investigations, surveys and inspectional work within housing regulations. The Community Housing Inspector works closely with the Case Manager on troubled housing cases, including those involving hoarders within the community.

Comments:

Emergency Preparedness Report – Presented by Diana Yassanye

Regional/CRI Emergency Preparedness Report

Regional Preparedness Grant

Milford will be strategizing a new regional public health campaign, adapted from a Seattle King County program called “3 Days, 3 Ways”. Bruce Varga, retired Milford Fire and current professor at UNH in the Fire Science program will be coordinating the effort for Milford and the region. For more information on the program, visit <http://www.govlink.org/3days3ways/>

The Extreme Cold/ Ice Storm Tabletop Exercise, set for November 20th, has reached full registration of 120 people. 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

A full-scale, regional exercise is under development for May, 2009. The exercise will focus on dispensing antibiotics to public health “critical staff” which will include first responders such as police, fire and POD volunteers. Every health department & district with a mass dispensing plan will be expected to develop and test a plan for medicating their critical staff.

Local Emergency Preparedness/Volunteer Activity Report

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

The Milford Health Department held a Vote and Vaccinate Flu Clinic this year on Election Day, Tuesday, November 4th, from 7 AM to 8 PM. The clinic was held on the grounds of Harborside Middle School in the CT Mobile Field Hospital (MFH).

On Sunday, November 2, Milford Health Department staff, CERT and Medical Reserve Corps (MRC) volunteers put up a total of four sections of the CT Mobile Field Hospital tent with supervision from the CT Department of Public Health staff. These sections together formed two large tents in which over 400 Milford residents and voters received their flu shots. The clinic hosted over 35 CERT/MRC volunteers assisting in all operations of the clinic including: registration, vaccine administration, evaluation and throughput of patients.

Students from Harborside Middle School took part in guided tours through the tents and the Milford Fire Department Decontamination (DECON) Unit, which was set up in conjunction with the MFH as an educational tool for students. Education materials from the CT Department of Public Health were provided to all students as a step towards raising awareness of emergency preparedness in the home.

The Milford Health Department will be launching a new emergency preparedness program called “3 Days, 3 Ways.” This program is originated from Washington State and Milford Health Department has been granted the use of the title/ materials for promotion in local public health emergency preparedness. The focus of the program is preparedness for individual residents: “have a plan, make a kit and get involved.” In tandem with the initiation of “3 Days, 3 Ways” future meetings for all existing MRC and CERT volunteers will be focused on increasing involvement of volunteers into the health department infrastructure.

Comments:

- R. Vitali asked if the tabletop exercise will be videotaped. D. Yassanye responded that it may be videotaped and that a written After Action Report will be available after the exercise. The After Action Report will include lessons learned as well as recommendations for the future.

- W. Lynch asked what would be dispensed during the full scale exercise. D. Yassanye responded that the scenario presented through the Cities Readiness Initiative involves a release of weaponized anthrax, so the antibiotics involved in that scenario would be ciprofloxacin or doxycycline.
- C. Young asked if dispensing to critical staff would occur at the same location used for dispensing in past exercises. D. Yassanye stated the dispensing will occur at a different site. Medication will be picked up for critical staff by designated department staff and/or through use of a “municipal point of dispensing” where critical staff can go to pick up medication.

New Business:

- C. Young made a motion to modify the format of monthly Board meetings so that 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. Motion was seconded by E. Judson and approved by the Board. D. McBride added that some divisions may need more than one meeting to present all of the functions in their area. All staff present supported the idea and will begin presentations at the December meeting.

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

- D. McBride reported that the proposed budget for the Health Department has been submitted. Only two new items have been added this year, including funding for a generator to be used in the event of a power outage. The Health Department stores vaccines that need refrigeration, so a generator would be vital in the event of an emergency to secure such vaccines. Funding was also requested to support a part-time housing inspector as the number of housing complaints has increased and may continue to increase in this economic climate.

Adjournment:

H. Fink motioned to adjourn the meeting seconded by E. Judson and approved unanimously.

The meeting adjourned at 8:05 pm.

Respectfully submitted,

Deepa D. Joseph, MPH
Recorder