

**Board of Health Meeting Minutes  
November 20, 2012**

**Board Members & Liaisons Present:**

Constance Young, EdD, RN, Chairperson  
Holly Mulrenan, BSN, RN, MS, Secretary  
Joan M. Costello, BSN, RN  
Atty. Christine M. Gonillo  
William F. Lynch, MD  
Ray Vitali, Board of Alderman Liaison

*Board Members & Liaisons not present:*

Ernest Judson, Vice Chairperson  
Mitchell Quintner, DMD  
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  
Beverly Hayes, BS, Administrative Assistant  
Deepa Joseph, MPH, Community Health Coordinator  
Lesley Darling, MA, PLTI Coordinator  
Tori Lawlor, 2012 PLTI Graduate  
Maryellen Schoonmaker, 2011 PLTI Graduate

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

**Approval of Minutes – October 16, 2012**

The minutes of the meeting held on October 16, 2012 were approved unanimously, on a motion by J. Costello and seconded by W. Lynch.

**Public Session:** None

*Deepa Joseph, Community Health Coordinator and Lesley Darling, PLTI Coordinator at the Milford Health Department made a presentation on Parent Leadership Training Institute. Tori Lawlor, 2012 graduate of PLTI and Maryellen Schoonmaker, 2011 graduate of PLTI spoke about their community projects.*

**Environmental Division Report – Laura Miller**

*Hurricane Sandy – Environmental Health Response & Recovery efforts*

The environmental health response to Hurricane Sandy last month was multi-faceted. In preparation for the storm, communications went out to all food service establishments, grocery stores, nursing homes, health centers and day care centers with information about food safety

during an extended power outage (longer than 4 hours), and after a flood. Environmental Health Staff worked on Sunday, October 28<sup>th</sup> to set up the evacuation shelter at Jonathan Law High School. During the three days that followed, Environmental Health Sanitarians in conjunction with Nursing and administrative personnel and Milford volunteers staffed the shelter. After the storm hit, many food service establishments lost power and/or received damage from the storm surge and suffered flooding. Environmental Health Sanitarians worked to get out to or make contact with every food service establishment to assess power outage locations and to make assessments in order to protect public health. The Wallingford Health Department and the Meriden Health Department provided MHD with two Sanitarians each to assist with establishment assessment and opening inspections of food service establishments that were closed after the storm due to power outages or flooding.

Environmental Health Sanitarians worked with the City's Storm Recovery Coordinator to conduct home to home damage assessments of properties. They provided FEMA registration information and documented property damage. The information was provided to FEMA for follow-up. On November 3<sup>rd</sup> and 10<sup>th</sup>, members from the Environmental Health Division staffed a table at the City of Milford Sandy Relief & Recovery fair. Currently, Sanitarians are responding to tenant complaints and conducting investigations with regards to their rented dwellings that suffered damage after the storm.

#### Anti-blight activities

As of the week ending November 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 <u><b>OPEN</b></u> Record	Currently under orders - NOV <u><b>OPEN</b></u>	No cause for enforcement action	Referred to City Attorney <u><b>OPEN</b></u>
372	40	8	3	4	8

*Comments: None*

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

#### Seasonal Flu and Seasonal Influenza Vaccination Campaign

The Centers for Disease Control and Prevention (CDC), notes that Connecticut is experiencing sporadic cases of influenza at this time. Currently, we have not experienced reported cases of influenza in Milford and we are not seeing an increase in influenza like illness in our school students, as reported by the school nurses.

The Health Department has administered approximately 1000 influenza vaccinations to date at various influenza clinics that have been held both at the Health Department and throughout the community. A clinic for the City of Milford Employees and Board of Education Employees will be held on December 10<sup>th</sup>. We will continue to provide the influenza vaccine through February 2013 at the monthly immunization clinics held at the Health Department. Both the regular flu vaccine and the high dose vaccine for individuals over sixty-five years of age will be offered.

#### School Health Services

The school nurses have completed the Annual Connecticut Department of Public Health Immunization Survey. This is an annual survey that assesses the compliance of school age children with recommended and mandated childhood immunizations. Compliance with mandated immunizations among school age children in Milford continues to be excellent. For those families who have questions or concerns related to having their child immunized the school nurses provide education materials and discussion as well as refer families to the Health Department or to their child's pediatrician if parents have further questions. Families are urged to protect their child from vaccine preventable diseases and this is a great opportunity for the nurses to discuss timely and complete vaccinations for children with parents.

#### Emergency Preparedness (Public Health Nurses)

Hurricane Sandy and the snowstorm that occurred the following week provided unique opportunities for the public health nurses to contribute to the response and recovery efforts in our community. The nurses, along with all Milford Health Department employees, worked to staff the emergency evacuation shelter at Jonathan Law High School. The nurses worked 8-hour shifts around the clock and served to provide the initial health assessment at registration, provided assistance with medication management and helped individuals with mobility issues and/or special needs. Additionally, they provided general shelter work including set up and break down of the shelter, serving meals and cleaning equipment. Many of the shelter residents had health conditions that warranted medical/clinical assistance that they may have had provided at home from visiting nurses; thankfully our nurses were on site to provide the assistance they needed.

The nurses also worked at the warming center that was held at the Milford Senior Center the following week. A nurse was assigned to the registration desk to triage any individuals with acute or chronic health conditions. Under the direction of the Health Director, if a health condition was identified, the individual was referred to Milford Hospital for evaluation.

*Comments: None*

### **Emergency Preparedness Reports**

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

#### Training and Exercises

Hurricane Sandy and the winter storm offered opportunities for municipalities within the region to exercise a variety of public health preparedness/response functions. At this month's ESF-8 meeting, we (as a region) will share best practices and lessons learned, focusing on improving

the response to disasters such as these storms. Future training and exercises will be adapted to fit the needs of the region.

#### Public Health Preparedness Contracts

The evaluation tool created by the Region 2 staff that will allow one Regional Mass Dispensing Plan review (the TAR) will be distributed to Mass Dispensing Areas (MDAs) at this month's Quarterly ESF-8 meeting. Upon initial review, the region has reacted very favorably to this new practice, as has the CDC and CT DPH. "Report cards" will be generated for each MDA, highlighting both strengths and areas for improvement for each plan.

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 will be notified in early December by the National Association of City and County Health Officials on the two applications submitted for Medical Reserve Corps (MRC) Capacity Building Grants. 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.

##### Public Health Preparedness Activities: Hurricane Sandy

On Sunday, October 28, 2012, the Milford Health Department was once again tasked to open, manage and operate an Emergency Evacuation Shelter in preparation for Hurricane Sandy. Health Department staff met with city partners 10 AM Sunday morning where the request to open the shelter by 3 PM (10/28/12) was made by Mayor Blake. A health department call down brought in 6 core staff and 4 part time staff to begin shelter set up by noon at Jonathan Law High School. By 3 PM the shelter was open and received our first evacuee.

Milford Health Department staff was reassigned to work 12 hour shifts to ensure coverage at the shelter. Six health department staff, 2 administrative staff, 5 part time staff and 13 school nurses all worked rotating shifts at the shelter over the four days/nights. National Incident Management System (NIMS) command structure was immediately activated to assign roles to trained staff members. Several volunteers (12) from the Milford MRC/CERT filled in assisting positions.

The Jonathan Law emergency evacuation shelter was open Sunday 10/28 at 3 PM until Wednesday, 10/31 at 10 AM. In total, over 120 residents utilized the shelter and at peak Tuesday night, 102 residents were housed at the shelter. The Milford Health Department Environmental Emergency Response plan was activated on Sunday and fully utilized in the preparations and response to Hurricane Sandy. An After Action report will be completed for submission to the State Health Department on behalf of Milford's Public Health Preparedness Grant.

*Comments: None*

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

### Disease Surveillance

There were 24 cases of disease reported for the month of October, with chlamydia being the most reported disease. There were no laboratory confirmed cases of seasonal influenza reported to date.

### Hurricane Sandy Planning, Response, & Recovery

In preparation for Hurricane Sandy, the Community Health Coordinator developed and updated communication messages regarding hurricane & flood preparedness via the health department website and phone messages. Website materials include information regarding food safety, power outages, mold & mildew in flooded homes, and other items specific to Sandy recovery. The Community Health Coordinator created Everbridge messages for volunteers who were asked to assist with shelter staffing. The Community Health Coordinator also assisted with shelter operations and staffing. Finally, as recovery efforts continue, the Community Health Coordinator has been tasked with tracking all Hurricane Sandy-related response & recovery expenses to be included with the City's request to FEMA for reimbursement.

### 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 15 referrals in October resulting in 40 total referrals for this 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. In an effort to streamline costs related to the home visit, the Program Coordinator is working to provide basic asthma education in a group setting. This method allows for the education that takes place at the home visit to be more specific to just medication education thereby streamlining visit time.

*Comments: None*

### **Old Business:**

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

- *D. McBride added that he has been elected as Chair of COHI, Connecticut Oral Health Initiative, Inc. whose vision and goals are through advocacy, coalition building, and education to create a public conscience that results in oral health for all. He would like to stress prevention.*

### **New Business:**

### **Adjournment:**

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

The meeting adjourned at 7:05 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder