

**Board of Health Meeting Minutes
December 13, 2011**

Board Members & Liaisons Present:

Ernest Judson, Vice Chairperson
William F. Lynch, MD
Christine M. Gonillo
Deborah MacLeese Woods
Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

Constance Young, EdD, RN, Chairperson
Joan M. Costello, BSN, RN, Secretary
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
Stephen Maheux, MPH, Public Health Emergency Preparedness Coordinator Region 2

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

Approval of Minutes – November 15, 2011

The minutes of the meetings held on November 15, 2011 were approved unanimously on a motion by M. Quintner and seconded by W. Lynch.

Approval of Meeting Dates for 2012

The meeting dates for 2012 were approved unanimously on a motion by M. Quintner and seconded by W. Lynch. There was some discussion on changing the start time of the meeting to 6 pm., however, a decision to change the time would take place in January.

The dates are as follows:

January 17, 2012
February 21, 2012
March 20, 2012
April 17, 2012
May 15, 2012
June 19, 2012
July & August – No Meeting

September 18, 2012
October 16, 2012
November 20, 2012
December 11, 2012

Environmental Health Report – Laura Miller, RS

Anti-blight activities As of the week ending December 12, 2011, the Health Department received 45 total complaints of blight since the beginning of the 2011/2012 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 281 complaints. Over time each complaint is in various stages of the process, some properties do not meet the criteria set up in the anti-blight ordinance and are being investigated under the Housing or General Public Health codes. Others are in compliance and show no cause for enforcement action, while others are still in progress or under investigation.

Currently, seven 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 seven 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	Currently under orders - NOV <u>OPEN</u>	No cause for enforcement action	Referred to City Attorney <u>OPEN</u>
281	45	24	37	7

Elementary School Cafeterias –Lunch aid training During a routine inspection of an elementary school cafeteria, an inspector noted that some lunch aids working in the cafeteria engage in handling of certain food items. In the K-2 schools, some of the young children need assistance with foods that are difficult to open or need condiments spread on them. Without assistance a number of children would spend the majority of their lunch trying to open packages and/or spread condiments.

In order to provide non-food service workers with a working knowledge of cross-contamination, Dr. McBride and Laura Miller recently met with school cafeteria lunch aids and cafeteria kitchen managers to discuss basic food protection practices, proper hand washing techniques and proper disposable glove use. As follow-up to the meeting, Sanitarians will be in contact with principals to review observations in the cafeterias in order to fashion procedures specific to the needs in each PK-2 and K-2 cafeterias.

Comments:

- D. McBride explained that the State DPH clarified that lunch aids do not fall under food service workers so the demerits placed on the inspection form were retracted and the notice

of violation revised. Training was given to the lunch aids to educate them on preventing cross contamination. He added that they presented a slide show which is available to the Board members.

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. The school nurses and Health Department continue to monitor the influenza Like Illness (ILI) activity in the schools; to date there is no significant ILI activity observed among our school age students.

Influenza vaccinations will continue to be offered at the Health Department monthly immunization clinics through February 2012. Both regular flu vaccine and the high dose vaccine for individuals over sixty-five years of age will be offered.

Recommendations for Immunizations Update

The Connecticut Department of Public Health (CT DPH) issued a notice to inform health care providers of new guidelines for immunization grace periods and waivers. According to the Advisory Committee on Immunization Practices (ACIP) of the Centers for Disease Control and Prevention (CDC), vaccine doses of any vaccine administered ≤ 4 days before a minimum interval of age are considered valid. Doses of any vaccine administered ≥ 5 days earlier than the minimum interval or age should not be counted as valid doses and should be repeated as age appropriate. Historically the CT DPH had required a waiver signed by the physician to grant the grace period. This change eliminates the need for the waiver.

The CT DPH also reminds health care providers of guidelines for pneumococcal conjugate vaccine (PCV 13), which is recommended to be given to children at age 2, 4, 6 and 12 through 15 months of age. Additionally, all children age 14-59 months of age who have completed their initial series of pneumococcal immunizations should receive a supplemental dose of PCV13 since they remain at risk for invasive pneumococcal disease.

School Health Services: Medication Administration Policy and Procedure

The Milford Health Department has submitted a revised Medication Administration Policy and Procedure to the Milford Board of Education for their review and approval. The revised policy reflects changes in the Connecticut General Statutes, Section 10-212a and regulations. The Board of education received the policy for review on December 12, 2011 and will reconvene to consider adopting the policy on January 9, 2012.

The major changes to the policy include new sections regarding administration of medications in school readiness programs and before- and after-school programs, administration of medications by coaches and licensed athletic trainers during intramural and interscholastic events and administration of medications by a paraprofessional.

Following the adoption of the new medication administration policy and procedure the school nurses will receive instruction about implementing the new changes. The nurses will in turn provide instruction for the qualified school personnel to whom medication administration can be delegated.

Comments:

- D. McBride stated that Dr. Fezer, Superintendent of School, has been informed of the new changes to gain an understanding of the policies.

Emergency Preparedness Reports

Regional/CRI Emergency Preparedness Report – Steve Maheux

Upcoming Workshops

We have met with special agents from the FBI, as well as the Region 2 hazmat coordinator regarding a workshop that focuses on Biological Threats and Hazardous Materials. Our plan is to hold a workshop in 2 phases: the first phase will consist of a hazardous materials overview course, as well as a presentation on the roles and responsibilities of different entities during a hazmat event. The second phase of the workshop will offer valuable face time with Subject Matter Experts to iron out the details of public health roles and responsibilities in the event of a Biological/Hazmat incident. The first phase is scheduled for February 1st, 2012.

Project Public Health Ready (PPHR) Workshop

Project Public Health Ready (PPHR) is a competency-based training and recognition program that assesses preparedness planning and response efforts. The program builds preparedness capacity and capability through a continuous quality improvement model. The assessment consists of the evaluation of all-hazards preparedness plans, exercising the plans, and development of a strong workforce through training. Under contract deliverables, each of the five [5] regions in Connecticut will complete a PPHR application by 2013. We are currently working with the other regions on a portion of the application that we feel can be standardized across the state, thus improving regional response efforts.

Public Health Preparedness Contracts

All technical assistance reviews (TARs) to evaluate local mass dispensing plans have been returned to us by the State. The scores on average were consistent with last year's results. The next review is scheduled to start in early 2012.

Local Emergency Preparedness/Volunteer Activity Report - Tara Mustakos

Volunteer Update

The Community Emergency Response Teams (CERT) and Medical Reserve Corps (MRC) volunteers will soon be participating in refresher CPR training hosted by the Milford Fire Department EMS Office. Regional volunteer leaders continue to meet to discuss volunteer retention and training needs in light of the winter storm activities and reoccurring natural disaster situations.

Local Emergency Preparedness Contract

The Milford Health Department is funded for the next three years on a contract for local public health preparedness. The focus of the grant will be working towards Project Public Health Ready (PPHR) accreditation. Project Public Health Ready is a national level program. The Department of Emergency Services and Public Protection (DESPP, formerly DEMHS) Region 2 will work towards the goals of PPHR as a whole. In Milford, public health emergency preparedness plans will be under review for compliance and completeness to fulfill the requirements of Project Public Health Ready.

After action reports from Tropical Storm Irene will be submitted to the CT Department of Public Health within the next week.

Comments: None

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 21 cases of disease reported for the month of November. The Health Department has not received any reports of laboratory-confirmed seasonal influenza to date. To date, the state of CT is reporting “sporadic” seasonal flu activity.

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 4th 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. The United Way of Milford will provide support in the amount of approximately \$7,000 for PLTI. To date, eighteen (18) individuals will be participating in the program this year. PLTI will kick-off with a one-day retreat on Saturday, January 21, 2012 at the First United Church, Congregational in Milford.

Putting on AIRS Asthma Program

The program received a total of 19 referrals for the month of November, resulting in a total of 39 referrals for this contract year. A Pediatric resident working at Yale Primary Care Center is completing her Community Rotation with the program this month. This resident has chosen the Putting on AIRS program and asthma management as the topic for her Grand Rounds presentation at the Hospital of St. Raphael at the end of December.

SEALS Oral Health Program

Last year, the Milford Health Department was awarded grant funding in the amount of \$2,900 through the CT Department of Public Health (DPH) to participate in a data collection/tracking program for the Oral Health Services program. Data was collected through utilization of SEALS (Sealant Efficiency Assessment for Locals and States) software. The CDC did not provide funding to DPH for this initiative this year. However, the Children’s Dental Health Project (CDHP), a nonprofit organization dedicated to creating and advancing innovative solutions to achieve oral health for all children, has decided to support local health departments in Connecticut to continue the SEALS program. As such, the Health Department has been awarded a grant through CDHP in the amount of \$3,500 to support sealant delivery data collection and tracking within the department’s Oral Health Services program.

Comments: None

Old Business:

Director’s Report:

- D. McBride introduced Stephen Maheux, Public Health Emergency Preparedness Coordinator. He replaces Amy Shields and before that Diana Yassanye. Stephen is a graduate of Syracuse University where he received his Masters in Public Health. S. Maheux explained that he is currently working on the TAR Scores, Project Public Health Ready, a national recognition program. Sheltering plans and working with the regions hospitals for support are also being structured.
- D. McBride added Yale New Haven Hospital has stepped forward to assist shelter planning and the Red Cross has attended the most recent regional shelter meeting. There is progress.
- D. McBride added that Ernie Judson helped acquire a Memorandum of Understanding with Howe's Pharmacy in Milford for use with Shelters. It has been reviewed by the legal department, and will be used as a template for other towns in the region to develop relationships with pharmacies for sheltering purposes.

New Business:

Adjournment:

M. Quintner motioned to adjourn the meeting, seconded by E. Judson and approved unanimously.

The meeting adjourned at 7:05 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder