

**Board of Health Meeting Minutes
January 15, 2019**

Board Members & Liaisons Present:

Atty. Christine M. Gonillo, Secretary
Joan Cagginello, MS, RN
Joan M. Costello, BSN, RN
Ernest Judson
Mitchell Quintner, DMD
Warren Pawlowski, Board of Education Liaison
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

Constance Young, EdD, RN, Chairperson
Holly Mulrenan, BSN, RN, MS, Vice Chairperson
Ellen Beatty, Board of Alderman Liaison

Others Present:

Genna Thompson, Milford resident

Health Department Staff Present:

Deepa Joseph, MPH, Director of Health
Carol Soulier, Recording Secretary

C. Gonillo called the meeting to order at 6:31 p.m.

Approval of Minutes – December 11, 2018

The minutes of the meeting held on December 11, 2018 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

Election of Officers for 2019

The election of officers was tabled until next month on a motion by E. Judson and seconded by J. Costello.

Public Session:

Genna Thompson introduced herself as a student working toward her APRN degree and in attendance to satisfy a requirement for one of her courses. The Board welcomed her.

Environmental Health Report – Laura M. Miller, REHS/RS

Anti-blight activities: As of the week ending January 11, 2019, the Health Department received 225 general complaints from Milford residents. Of those 225 complaints, 49 were complaints of blight for the 2018/2019 fiscal year thus far. 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. Properties that fail to comply with the orders defined in the issued Notice of Violation are 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. Currently there are twenty properties undergoing enforcement action.

Food Protection Program: Food Service Establishment license renewal letters were sent out to 377 food service establishments for the 2019 licensing year. That number includes all schools, concession stands and itinerant vendors.

Status of the FDA Food Code Adoption: Connecticut is still in the process of adopting the FDA Food Code. It was previously reported that Public Act 18-168 was passed by the Legislature in May 2018 to extend the adoption date of the FDA Food Code from no later than July 1, 2018 to no later than January 1, 2019. As of December 20, 2018, regulations have been drafted to implement the FDA Food Code and are under review at the CT Office of Policy and Management. The FDA Food Code will become effective upon approval of the regulations. The MHD website was recently updated to include the status of CT's adoption of the FDA Food Code.

Comments:

- *D. Joseph commented that the annual Food Service Establishment license renewal process is underway and that the review process will take a bit longer with the upcoming adoption of the FDA Food Code.*
- *E. Judson asked how much leeway is given to those who own blighted property. D. Joseph indicated that property owners who receive a warning letter must respond with a Plan of Correction within ten days. They must then maintain contact with the Department and provide updates on improvements. If property owners do not provide a plan or do not make progress towards the established plan, a Notice of Violation is issued.*
- *J. Cagginello inquired about the status of Flames. D. Joseph said that it is still closed after the fire and the owners have not notified the Department of their future intent.*

Nursing Division Report – Joan Campbell, MSN, RN

Seasonal Flu and Seasonal Influenza Vaccination Campaign: The Connecticut Department of Public Health reports that influenza activity has been rapidly increasing in CT and has been classified geographically as “widespread”. The predominant circulating viruses this season are Type A. As of 1/5/19, a total of 1,039 positive influenza cases have been reported statewide for the current season with 314 being in New Haven County. Influenza has been reported in all eight counties. A total of 377 hospitalized patients with laboratory-confirmed influenza have

been reported statewide. A total of 6 flu-associated deaths in CT have been reported to date – 5 associated with influenza A and 1 with influenza B. Of the deaths, 4 occurred in individuals greater than 65 years of age, 1 in a person 50 – 64 years of age, and 1 in a person 25 – 49 years of age.

As of 1/5/19, the Centers for Disease Control and Prevention reports influenza activity remains elevated in the United States. Flu activity is expected to continue for weeks and flu vaccination continues to be recommended for individuals six months and older. The CDC reminds us that flu vaccination has been shown in several studies to reduce the severity of illness in people who get the flu shot but still get sick.

The Milford Health Department continues its seasonal influenza campaign with monthly immunization clinics held at the Health Department. Over 800 flu shots have been administered to date. We will continue to provide the influenza vaccine through April 2019. Both the regular flu vaccine and the high dose vaccine for individuals over sixty-five years of age will be offered. 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. The school nurses are providing influenza prevention and hand washing education in all of the schools.

School Health Services: The final round of interviews for the two vacant Public Health Nurse positions is currently taking place. We hope to extend an offer of employment very soon.

Southern Connecticut State University Nursing Students: The Health Department will provide a learning experience in school and community nursing for senior nursing students from Sacred Heart University and Southern Connecticut State University for the spring semester. The students will work with the school nurses in assessment of students, providing daily care, performing mandated screenings and learning the role of the school nurse in the education environment.

Comments:

- *D. Joseph commented that flu was the most reported disease last month and that the flu vaccine is still available at the Department's monthly clinics. W. Pawlowski asked if those numbers include the "flu-like" virus that is going around. Deepa responded that the numbers include only laboratory confirmed cases*
- *M. Quinter inquired as to whether the Department provides the pneumonia vaccine. D. Joseph responded yes.*
- *D. Joseph reported that two of three interviews for the first of the two vacant Public Health Nurse positions have taken place. The Department is waiting on the third candidate's name and will then proceed with the process.*

Emergency Preparedness Report - Tara Mustakos Wassmer, REHS/RS, CHES

Milford Health Department (MHD) representatives participated in the monthly meeting of Emergency Support Function (ESF) 8, Public Health and Medical, on December 12th. Following this meeting Region 2 Public Health Preparedness Planners met with the CT Department of Public Health (DPH) Preparedness Coordinator for the second quarter Technical Assistance (TA) meeting. The purpose of this meeting is to review upcoming grant deliverable requirements and review documentation as requested by the Centers for Disease Control and Prevention (CDC). Local health departments who receive grant funding are required to submit an Action Plan for the grant year to focus on gaps in planning as well as submit quarterly progress and financial reports.

A meeting was hosted for Region 2 directors of health in Mass Dispensing Areas (MDAs) to discuss CT DPH intension to consolidate MDAs. Across the state, CT DPH is looking for local health departments and districts to group together to create less MDAs and possibly fewer Points of Dispensing (POD). DPH has arranged for seven scheduled conference calls beginning in January to discuss this statewide initiative. The first call was held January 7th, where CT DPH presented an overview of their expectation and read off questions received from local health departments with corresponding answers and/or comments.

The last calendar year has been particularly active for Milford Medical Reserve Corps (MRC)/Community Emergency Response Team (CERT) volunteers. The MHD Volunteer Coordinator and representatives from the Milford Fire Department presented “Until Help Arrives,” an overview on how best to help in the event of an emergency until first responders can arrive on scene. The program is based off the Ready.gov national curriculum and has been hosted at four different venues in Milford training over 50 volunteers and Milford residents.

Volunteer activations for the 2018 year included:

February 10, 2018, for a high risk seasonal influenza clinic held at the Milford Health Department; the clinic was well attended by people of all ages and approximately 212 influenza vaccines were administered

June 23, 2018, to assistance with processing paperwork at the South Central Regional Water Authority Haz-Waste Drop-off site in New Haven

September 22, 2018, for the South Central Regional Council of Governments Household Haz-Waste Central satellite drop location at Milford Public Works. MRC members expedited the processing of the household Haz-Waste by assisting with paperwork and directing traffic

December 1, 2018, a free seasonal influenza clinic was held at the Milford Health Department as requested by CT DPH; approximately 80 flu shots were administered to people of all age groups 5 years and older

Comments:

- *D. Joseph reported that the Department has two Community Emergency Response Team (CERT) volunteer groups, and Bruce Varga, Volunteer Coordinator, is about to train a third team.*
- *A discussion ensued about Connecticut's restructuring of its Mass Dispensing Areas. The CT Department of Public Health is requesting consolidation of its 41 Mass Dispensing Areas down to approximately 5-15 areas. Health Directors are presently submitting questions to the State for clarification on the proposed new structure. Milford will then determine how it will need to restructure its mass dispensing plans in light of statewide changes.*

Community Health Division Report - Jennifer Clarke-Lofters

Communicable Disease Surveillance: There were 52 cases of disease reported for the month of December, with Influenza as being the most frequently reported. This month there has been 34 cases of influenza.

Putting on AIRS Asthma Program: The program offers up to three (3) home visits and a 6 month follow up after a participant has been enrolled. September 1, 2018 started a new programmatic year and thus far we have received 43 referrals. For the year we have completed 15 initial home visits, 15 second and 10 third home visits. We have completed (2) 6 month follow up calls.

Public Health Accreditation : As the Milford Health Department is preparing itself to become accredited, work is being completed for the 2019 Community Health Assessment. Health Equity Solutions (HES) will facilitate the community conversations formerly called focus groups throughout CT for the upcoming Community Health Needs Assessment. HES is an organization focused on advancing health equity in CT. The Milford Health Department, HES, Milford Hospital, and the Partnership for a Healthier Greater New Haven will meet to work and develop a community conversation to be held in Milford. We will continue working on finalizing our strategic plan and develop a dashboard to help organize the current work and steps forward. Our consultant will also continue working on developing a product that will display both our Community Health Assessment (CHA) and our Community Health Improvement Plan (CHIP) along with taking part in organizing the community conversation.

Grants Management: The Department makes an effort to obtain funding through other sources such as grants. Grant management continues to be a huge part of the Community Health Division with many programmatic and financial reports due. Although our funding from SERC for the implementation of PLTI was not approved, we are excited to announce that we were able to

obtain some funding from the United Way, Giving Tuesdays and some donations from PLTI alumni. In planning to implement PLTI January 2019, we hope other funding becomes available such as our application to People's Bank. Our mini grant through SERC to work with our PLTI alumni has ended and all reports have been completed. We are continuing to work with Fair Haven Community Health Center (FHCHC) to develop a contract to meet the deliverable for the Prevention Services Initiative (PSI) grant. We also are now participating in biweekly technical assistance phone calls to stay on track with this process. Reports for Putting on AIRS and HCC are being prepared for submission.

Comments:

- *D. Joseph reported that the Department has come to an agreement with Fair Haven Community Center as part of the Preventative Services Initiative State Innovation Model (PSI/SIM) grant. The Department is the closest to getting a contract under this grant and has local pediatric providers who are motivated to get involved if this new model is successful.*
- *D. Joseph reported that the Department is in the midst of the 2018 Wellbeing Survey and Needs Assessment as part of our Community Health Assessment. The Department is analyzing data and preparing to establish focus groups. An early look at the data indicates issues similar to those identified in the 2016 survey. Those include healthcare access, substance abuse, and mental health. Vaping is also rising to the top. Development of a Community Health Improvement Plan will follow.*
- *D. Joseph reported that the United Way has provided a grant in the amount of \$5,000 to the Parent Leadership Training Institute program. PLTI began last Saturday with 14 participants and, by Monday night, enrollment was up to 17.*

Old Business: *None*

Director's Report: *Deepa Joseph, MPH*

- *A discussion ensued regarding continued outreach to Milford's homeless by a team of representatives from city agencies including Beth El Shelter, the Milford Public Library along with the Health, Police, and Fire Departments.*
- *E. Judson asked if there was any news regarding the reinstatement of the Deputy Health Director position. D. Joseph indicated that the Department's meeting with the Board of Finance will be in February.*

New Business: *None*

Adjournment:

E. Judson motioned to adjourn the meeting seconded by J. Costello and was unanimously approved.

The meeting adjourned at 7:11 p.m.

Respectfully submitted,

A handwritten signature in blue ink, reading "Carol Soulier". The signature is fluid and cursive, with the first name "Carol" and last name "Soulier" clearly distinguishable.

Carol Soulier
Recorder