

**Board of Health Meeting Minutes
April 16, 2013**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Joan M. Costello, BSN, RN, Vice Chairperson
Atty. Christine M. Gonillo, Secretary
Ernest Judson
Holly Mulrenan, BSN, RN, MS
William F. Lynch, MD
Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison
George Gensure, Board of Education Liaison

Board Members & Liaisons not present:

Susan Shaw, Board of Alderman Liaison

Others Present:

Anthony Fino, Sr. Fire Inspector

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Lesley Darling, Case Manager
Beverly Hayes, BS, Administrative Assistant

C. Young called the meeting to order at 6:00 p.m.

Approval of Minutes – March 19, 2013

The minutes of the meeting held on March 19, 2013 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

Public Session:

Presentation: Milford Juvenile Fire-Setting Intervention Program – Lesley Darling and Anthony Fino

Lesley Darling and Anthony Fino presented the Milford Juvenile Fire-Setting Intervention Program. This program was started in 1995 and is for a child who has experimented with fire. After a comprehensive assessment process, the program supports and educates the child in fire prevention safety for the child and the family. It is designed for the individual child and their specific needs and if there are additional support services needed, recommendations and referrals to other City agencies are made.

Environmental Division Report – *Laura Miller*

Concession Stand Training On Thursday April 11, 2013 Paul Scholz, RS conducted a training session geared toward volunteer food handlers working in the concession stands. This year we trained 11 volunteers from various organizations. In total, there are nine concession stands serving food to the public during sporting events. Organizations utilizing each stand must obtain a license, have their menu approved by this office and have at least two people attend one of our training sessions. Training topics include personal hygiene, food temperatures, proper garbage disposal, food protection and general sanitization.

Anti-blight activities As of the week ending April 15, 2013, the Health Department received 78 total complaints of blight since the beginning of the 2012/2013 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 412 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, 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 2012/2013	Currently under orders - NOV <u>OPEN</u>	No cause for enforcement action	Referred to City Attorney <u>OPEN</u>
412	78	10	4	8

Based on the number of complaints this office has received so far this spring, I am anticipating a busy season for blight complaints. A lot of people never got a chance to clean up their properties after Super Storm Sandy and before the winter weather took over and sent everyone inside to seek shelter from the cold temperatures and the snow.

Emergency Preparedness On April 9, 2013, Laura Miller and Tara Mustakos attended a table top exercise titled "Responding to a Terrorist Event, Training for the First Responder". The major goal of the exercise was to reinforce the role and responsibilities between all agencies responding to an emergency event. Throughout the day we practiced group problem solving in the context of responding to a major storm hitting Connecticut.

Comments: None

Nursing Division Report – Joan Campbell

School Nursing Meeting

Dr. McBride and Deepa Joseph met with the school nurses on May 3, 2013 to discuss the recent nursing administrator resignation. The position will be reposted in the near future but hiring will not take place until after July 1, 2013. The nursing administrator job description has been changed from a full time position to a 45 week position. In the meantime, the school nurses receive continued leadership and support from Joan Campbell, Dr. McBride and Deepa.

Substitute Nursing

Substitute nurse interviews will be held this week at the health department. We have had some staffing challenges this school year so the department is looking forward to getting a few more substitutes on board.

Student Health Survey

The school nurses have recently completed the yearly student health survey requested by the State of Connecticut. The survey addresses several areas in school health services such as student health care needs, screenings and referrals, staffing and health coordination.

The nurses will now begin working on the State of Connecticut Asthma Reporting Survey. Connecticut General Statutes (10-206) require that schools annually report to the Department of Public Health information on students with asthma.

Comments: None

Emergency Preparedness Reports

Regional/CRI Emergency Preparedness Report – Quiana Lewis

Training and Exercises

The statewide Cities Readiness Initiative (CRI) workshop entitled “Strategic National Stockpile (SNS)/Mass Dispensing Areas (MDAs) Best Practices” will take place on May 2, 2013 at Yale University, West Campus in Orange, CT.

Public Health Preparedness Contracts

The official regional TAR score from the CDC is pending. However, internal TARs were conducted to give each MDA an accurate assessment of their individual readiness. Each MDA was given a report card which highlighted areas that needed more attention. Figure 1 shows the individual scores received by each MDA. Nine [9] of the Ten [10] Mass Dispensing Area’s in Region 2 completed the Technical Assistance Review (TAR). Naugatuck Valley Health District completed their TAR through Region 5.

2013 TAR Scores

MDA	2013
Chesprocott	0.80
CT River Area	0.98
East Shore	0.71
Meriden	0.81
Milford	0.98
New Haven	0.85
Quinnipiack Valley	0.96

Wallingford	0.97
West Haven	0.97

Table 1: TAR scores are based on a maximum score of 1.0

The Project Public Health Ready application was submitted Friday, March 22 to the National Association of City and Country Health Officials (NACCHO). NACCHO is reviewing the application and will send feedback by late May.

Local Emergency Preparedness/Activity Report - Tara Mustakos

Local Emergency Preparedness Contract

The Technical Assistance Review (TAR) report card for Milford showed Milford with a score of 98, as of March 7th, 2013. As part of contract deliverables a *Corrective Action Plan* was submitted to the State DPH and our Regional Coordinator. Items for improvement included obtaining a signature page for all department heads & city partners to sign off on the plan and maintaining a local training and exercise plan cohesive with the regional plan. Goals for corrective action will be addressed in the next grant/planning cycle.

Public Health Preparedness Activities

Public Health Preparedness deliverables still to be completed include health department staff participation Crisis and Emergency Risk Communication (CERC) training and input for the Project Public Health Ready application.

The Environmental Health Chief and Emergency Preparedness Coordinator attended training “Responding to a Terrorist Attack: Training for the First Responder.” The session covered details for response to a ricin and abrin exposure. Both are naturally occurring environmental threats. Milford maintains an Environmental Emergency Response plan which will be revised to include environmental exposures to naturally occurring poisons. A date is still to be determined for an emergency preparedness exercise to test mass dispensing capabilities in Milford.

Comments: None

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 33 cases of disease reported for the month of March, with influenza being the most reported disease. There have been a total of 189 laboratory confirmed cases of seasonal influenza reported to date.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received 4 referrals in March resulting in 86 total referrals for this contract year. Program staff held two Asthma 101 classes with families to review the basics of asthma, management strategies, and environmental triggers to asthma. Families and/or referrals who attended the class received information on no cost and/or low cost strategies to address environmental triggers in the home, as well as supplies including hypoallergenic mattress & pillow covers.

Staffing Transitions & Coverage

The Community Health Coordinator has been assisting with staffing coverage and transitions associated with the Nursing Administrator vacancy, as well as the Regional Public Health Preparedness Coordinator transition.

With regards to the Nursing Administrator vacancy, the Community Health Coordinator has been working to ensure a seamless transition through the end of the school year. Responsibilities include, but are not limited to, working with the Lead Nurse regarding coverage issues, supply ordering for remainder of school year and transition in to summer and next academic year, monitoring of the budget to ensure sufficient funds for adequate substitute nursing coverage for remainder of school year, hiring of substitute school nurses, and responding to calls for administrative-related items for the school nurses and dental hygienists.

The Community Health Coordinator has also been working with Quiana Lewis, the interim Regional Public Health Preparedness Coordinator, to ensure all grant deliverables are completed and submitted as required by the contract.

Comments: None

Old Business:

- *Dr. McBride stated that 32-34 James Street property has been issued a Notice of Violation under the Blight Ordinance and the Conservator has filed an appeal of the Notice to the Housing Board Code of Appeals.*

Director's Report:

- *Dr. McBride stated that the Nurse Administrator has resigned from the position. He explained that the position will not be filled before July 1, 2013. He is taking the opportunity to reorganize the Department by making the Nursing Administrator position a 10 month position that will anticipate reaching a greater number of qualified candidates. In addition he is requesting that the Board of Alderman approve a revised budget report for two positions that is budget neutral and will permit shifting some of the administration duties to a Deputy Health Director position. This position requires an MPH and would be filled by the current the Community Health Coordinator. He added that he is presenting the Budget Amendment to the Board of Alderman.*
- *Dr. McBride explained in regards to blight, the Chief of Environmental and himself met with the City Attorney regarding several properties referred to the City Attorney but remain blight and unresolved.*
- *Dr. McBride stated that the Department of Public Health has notified Milford the Regional Preparedness Contract will not be amended or renewed at this time. He explained that the staff on this grant has been notified of this change.*
- *Dr. McBride added that M. Quintner is now on the Board for Connecticut Oral Health Initiatives (COHI). The Board is working on getting dental services to those without coverage. Program of interest is Pay it Forward where you earn dental services for performing community services.*

New Business:

- *W. Lynch submitted an article from the Hartford Courant relating to Hoarding and J. Costello submitted information on feeding waterfowl, for which discussion ensued as to best way of tackling the problem of geese at the Duck Pond. D. McBride stated that his department would increase the education aspects of feeding the waterfowl.*
- *Sonja Devitt, Community Housing Inspect will present in May on the topic of Hoarding.*

Adjournment:

M. Quintner motioned to adjourn the meeting, seconded by J. Costello and was unanimously approved.

The meeting adjourned at 7:20 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder