

Board of Health Meeting Minutes
April 21, 2015

Board Members & Liaisons Present:

Joan M. Costello, BSN, RN, Vice Chairperson
Atty. Christine M. Gonillo, Secretary
Joan Cagginello, MS, RN
Ernest Judson
Holly Mulrenan, BSN, RN, MS
Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

Constance Young, EdD, RN, Chairperson
Greta Stanford, Board of Alderman Liaison

Others Present: None.

Health Department Staff Present

Deepa Joseph, MPH, Director of Health
Laura Miller, MPH, Chief of Environmental
Beverly Hayes, BS, Recording Secretary

J. Costello, Vice Chairman, called the meeting to order at 6:00 p.m.

Approval of Minutes - February 17 2015

The minutes of the meeting held on February 17, 2015 were approved unanimously on a motion by E. Judson and seconded by M. Quintner .

Public Session: *None*

Environmental Division Report – Laura Miller, REHS/RS

Concession Stand Training

On Tuesday April 14, 2015 Paul Scholz, RS conducted a training session geared toward volunteer food handlers working in the concession stands. This year we trained 19 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.

Lodging

There are a total of 20 motels/inns/suites, etc. in Milford. Applications have been mailed out to all establishments and we are in the process of inspecting and issuing the 2015 licenses. This year included with each application was an informational pamphlet detailing bed bugs and safe effective pest control. In addition, establishments must list who their Professional Pest Control Contractor is and the date of the last pest inspection.

Public Pool Inspections

There are a total of 25 public pools in Milford located at condominium complexes, schools, motels and camps. State law requires that all pools be registered with the Milford Health Department and inspected at least once per year to check the disinfection chemicals, filtration equipment, safety devices and staff knowledge. During the month of April this office sends out registration forms to all public swimming pools in order to obtain up to date information about the operators and phone numbers of the persons responsible for maintaining the pool in compliance with the Public Health Code. Our registration form has been sent out and we are in the process of receiving the updated information.

Anti-blight activities

As of the week ending April 17, 2015, the Health Department received 32 total complaints of blight since the beginning of the 2014/2015 fiscal year. Since the ordinance went into effect in September of 2009, the Division received a total of 571 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, eleven 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 and after 6 months of actively accruing \$100 dollars/day for non-compliance with the anti-blight ordinance, the City Attorney will typically initiate the foreclosure process.

Total # of blight complaints since ordinance implementation	FY 2014/2015	Currently under orders - NOV <u>OPEN</u>	Referred to City Attorney <u>OPEN</u>
575	36	10	11

Comments: None

Nursing Division Report – Joan Campbell, RN, BSN

Seasonal Flu and Seasonal Influenza Vaccination Campaign

For the week ending April 11, 2015, the Connecticut Department of Public Health reports that influenza activity overall continues to decline yet remains geographically classified as “widespread”. A total of 6,837 positive influenza cases have been reported statewide for the current season with 1,630 being in New Haven County. A total of 2,011 hospitalized patients with laboratory confirmed influenza have been reported. A total of 42 influenza-associated deaths have been reported to date, all in individuals greater than 65 years of age.

According to the Centers for Disease Control and Prevention, flu activity continues to decline and is below national baseline levels. However, activity remains elevated in parts of the country, including the northeast. Sporadic flu activity will continue to occur. This season has been severe for people 65 years and older, with very high hospitalization rates being recorded. CDC recommends antiviral influenza medication to treat people who are very sick or who are at high risk of serious flu-related complications who have flu symptoms.

The Milford Health Department has concluded its seasonal influenza campaign. A total of 1,231 influenza vaccinations were administered. The school nurses and Health Department continue to monitor the influenza Like Illness (ILI) activity in the schools.

School Health Services

The Connecticut State Department of Education has updated the ***Early Childhood Health Assessment Record*** (physical exam form for ages birth - 5) to reflect the new lead requirements which lower the blood lead level for retesting from 10µg/dL to 5µg/dL. Connecticut’s blood lead screening requirements and medical follow-up guidelines now align with the national recommendations.

Nursing Conferences

The annual school nurse conference, ***Critical Issues in School Health***, was held on March 26th in Cromwell, CT. The Milford Health Department had good representation as four of our school nurses, myself and our School Medical Advisor, Dr. Carlson were all in attendance. Information on a wide variety of school health issues was presented. Topics included: school absenteeism, epilepsy, emerging drug issues, concussions, legal and practical issues for the school nurse, confidentiality and several others. The conference was very informative and enjoyed by everyone.

Several Milford school nurses are planning on attending the New England School Nurse Conference in Portsmouth, NH which will be held during the first weekend in May. The NESNC is a professional nursing conference hosted by one of the New England states every spring. The conference will feature speakers to discuss strategies for working with anxious kids, suicide prevention programming, recognizing emerging and re-emerging diseases, assessment of the pediatric abdomen, management of headaches in children and adolescents, child sexual and emotional abuse among many other topics. Keynote speakers will address cultural diversity and the school nurse’s role in integrative health.

Kindergarten Registration

Kindergarten registration took place from April 16 – April 24th at the Parsons Center. This was the first year that it was done in a central location. Two Milford school nurses participated in the

registration process each day and were available to meet with parents to review their child's immunization status, physical exams and any health conditions of the child, all of which is necessary for a healthy and safe start to the upcoming school year.

Nursing Support Staff

- Laura Perregaux, health clerk at Jonathan Law, recently submitted her resignation. Human Resources have posted the opening on various sites and we hope to have this position filled in early May.
- Kara Delvecchio, RN, has been hired as a substitute nurse. She has completed her orientation and will be helping out in the schools as needed.

Comments: None

Emergency Preparedness Reports – Tara Mustakos-Wassmer, REHS/RS, CHES

The City of Milford Health Department continues to be the lead agency for our region's preparedness training. Director of Health Deepa Joseph is Chairperson for Region 2 Emergency Support Function (ESF) 8, Public Health & Medical. The Connecticut Department of Public Health is currently working with the 5 Emergency Planning Regions across the state to apply for the 2015-2016 Public Health Emergency Preparedness Funding from the Centers for Disease Control and Prevention (CDC). The CDC is the main funding source for state and local public health and this grant submission will work to continue that funding stream to the local health departments.

The health department continues to monitor the Ebola Virus Disease (EVD) outbreak. Local health authorities are responsible for the needs of individuals under quarantine monitoring. To this end the Milford Health Department developed a draft plan to address an EVD quarantine person in Milford. Additionally, Milford submitted an After Action Report (AAR) to the state health department for preparing for this rising threat and to further develop a plan for response.

A graduation ceremony is being planned for the new Community Emergency Response Teams (CERT) recently formed in Milford. CERT members will be sworn in under the Emergency Management Director.

Annual review of the health department's emergency operations plan will soon begin. It is the responsibility of the Emergency Preparedness Coordinator, under the direction of the Director of Health to review and update these documents. The health department maintains several plans for response under the City's Emergency Operations Plan (EOP), these include:

- **All-Hazards Public Health Emergency Response Plan** (Annex G to City of Milford EOP) - This plan outlines the overarching scope, responsibility and legal issues of preparing and responding to a public health disaster
- **Mass Dispensing** (Include White Powder Protocol, POD activation, 1st Meds) – plan for the mass distribution of medications, vaccines, etc

- **Pandemic Influenza** (Include H1N1 Annex & site specific clinic activations) – plan to address a local pandemic situation, including isolation & quarantine protocols
- **Risk Communication** – plan for coordinating emergency communications in an emergency
- **Environmental Emergency Response** (Shelter Operations Plan, warming center, food borne outbreaks, extreme weather, flood) – plan outlines numerous environmental public health disaster response events including day-to-day emergency response call protocols
- **Milford Health Department Continuity of Operations (COOP)** – plan outlines the health department prioritization of the 10 Essential Public Health Services in any disaster event

Comments: None

Community Health – Deepa Joseph, MPH

Disease Surveillance

There were 127 cases of disease reported for the months of February and March, with influenza being the most reported disease.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received a total of 61 referrals this contract period with thirty (30) home visits completed. The Milford Health Department is in discussions with the CT Department of Public Health asthma program regarding additional funding for expansion of the existing program to focus on patients admitted for asthma exacerbations and improving asthma outcomes for those patients.

Parent Leadership Training Institute (PLTI)

The Milford Health Department has been awarded grant funding to support the 6th Annual Parent Leadership Training Institute (PLTI) in Milford. 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. All of the participants have identified topics for their community projects.

Milford has had much success with the program with 78 graduates from 5 PLTI classes. PLTI Alumni have taken active roles throughout the community with approximately 46% of PLTI alumni now serving on Boards and Commissions throughout the city of Milford, including 2 graduates elected to the Milford Board of Education. Approximately 5% of graduates have become President of their school Parent Teacher Association (PTA). Additionally, 70% of alumni have completely implemented their community projects in Milford. 20% of those projects have been sustained by community-based organizations. The Health Department is hopeful that the current class will continue to increase civic engagement and community partnerships after graduation.

Comments: None

Old Business:

Director's Report: *Deepa Joseph, MPH*

- *D. Joseph stated that Dr. Carlson had level meetings with all the nurses for High school, Middle School and Elementary. He is working with J. Campbell to ensure they are empowered to handle a variety of situations on their own. R. Vitali inquired if the medical advisor is full or part time. D. Joseph responded that the medical advisor is a contracted position and is available as needed. The Board of Education and the Health Department share the cost which is an annual fee of \$15,000 for this year. She went on to explain that the Board of Education utilizes him as well.*
- *D. Joseph stated that the budget is proceeding to the Board of Alderman this week. She explained that she will provide them with a summary of the Health Department to assist in the presentation.*
 - *C. Gonillo asked who those reporting to the Deputy Director would report to if the Deputy Director position is eliminated. D. Joseph explained that due to the loss of the position, those reporting under her previously will continue to report to her. She went on to explain that the J. Campbell will return to a 12 month position and a seasonal part time position will be added to focus on Community Health activities.*
- *D. Joseph was pleased to announce that they have hired an Administrative Assistant to fill the vacant position. Her name is Marianne Klinga, she has an MBA and has worked for a non-profit and has experience with grant reporting. She will start on Monday the 27th of April.*
- *D. Joseph responded to J. Costello and the Board regarding ticks and the new disease, Powassan virus, found in ticks. There is no treatment for this virus, however, there has been no human transmission yet. She went on to explain that tick testing continues to be offered by the Connecticut Agricultural Experiment Station.*
- *D. Joseph stated that she will be participating as a panel member at a May 4th Statewide Hoarding Conference.*

New Business:

Laura Miller, Chief of Environmental gave a presentation to the Board highlighting the various functions of the Environmental Division of the Health Department. The Board found the presentation very informative.

Adjournment:

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

The meeting adjourned at 7:15 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder