

**Board of Health Meeting Minutes
May 16, 2017**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Holly Mulrenan, BSN, RN, MS, Vice Chairperson
Joan Cagginello, MS, RN
Joan M. Costello, BSN, RN
Ernest Judson
Ellen Beatty, Board of Alderman Liaison
Thomas Jagodzinski, Board of Education Liaison

Board Members & Liaisons not present:

Atty. Christine M. Gonillo, Secretary
Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison

Others Present: None.

Health Department Staff Present:

Deepa Joseph, MPH, Director of Health

C. Young called the meeting to order at 6:30 p.m.

Approval of Minutes – April 18, 2017

The minutes of the meeting held on April 18, 2017 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

Public Session: *None*

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

Concession Stand Training On Thursday April 20, 2017 I conducted a training session geared toward volunteer food handlers working in the concession stands. This year we trained 10 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.

Environmental Health Staff Training/Development:

- Certified Lead Inspector/Risk Assessor Training – The CT Department of Public held refresher training sessions at various places throughout CT. All MHD Sanitarians attended and currently maintain CT certification as Lead Inspectors/Risk Assessors. In order to maintain certification we are required to attend an annual 7-hour class and pass an exam. Childhood Lead Poisoning is the most common pediatric public health

problem and is entirely preventable. Once a child has been poisoned, the impairment it may cause is irreversible. Lead harms children's nervous systems and is associated with reduced IQ, behavioral problems, and learning disabilities. CT Lead Regulations require lead inspections be conducted by MHD Sanitarians in response to an elevated blood lead level of a child in residence in a pre-1978 built dwelling or in response to a child less than 6 years of age residing in a pre-1978 dwelling in which toxic levels of lead and defective surfaces have been previously identified.

- Food & Drug Administration ("FDA"), Food Code Training Course – Staff from the MEHD attended this two-day course taught by FDA instructors. This course is to familiarize food inspectors with the FDA Model Food Code and provide instruction into the use and implementation of it. The FDA Model Food Code was adopted by the CT Department of Consumer Protection (DCP) last year and is in the process of being adopted by the CT Department of Public Health ("CT DPH") in 2017/2018. MEHD certified food inspectors that attended found this course very beneficial.
- FDA Risk Based Inspections Training Course – FDA instructors provided this two-day course that was geared toward helping food service inspectors focus on and identify high risk code violations that are most often associated with foodborne disease. In addition to the in class portion of the course, certified food inspectors were required to complete a series of FDA on-line microbiology, epidemiology and basic public health principals courses.

Anti-blight activities: As of the week ending May 12, 2017 the Health Department received 334 general complaints from Milford residents. Of those 334 complaints, 61 were complaints of blight for the 2016/2017 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.

Comments:

- *None.*

Nursing Division Report – Joan Campbell, RN, BSN

Seasonal Flu and Seasonal Influenza Vaccination Campaign

For the week ending May 6, 2017, the Connecticut Department of Public Health reports that influenza activity has rapidly declined and is now classified geographically as "regional". The predominant circulating flu virus remains Type A (subtype H3N2). Statewide emergency department visits attributed to the "fever/flu syndrome" have been decreasing. A total of 7,401 positive influenza reports have been reported for the current season with 1,827 being in New Haven County. A total of 2,164 hospitalized patients with laboratory-confirmed influenza have been reported statewide. A total of 53 influenza-associated deaths have been reported to date, most (46) were individuals greater than 65 years old.

The CDC reports that although flu activity is decreasing across the United States, sporadic flu activity may continue for several weeks. The school nurses and the Milford Health Department continue to monitor the influenza Like Illness (ILI) activity in the schools.

The Milford Health Department has begun planning for the 2017-18 influenza season. Per the CDC, three component vaccines are recommended to contain:

- an A/Michigan/45/2015 (H1N1) pdm09-like virus
- an A/Hong Kong/4801/2014 (H3N2)-like virus
- a B/Brisbane/60/2008-like (B/Victoria lineage) virus

Four component vaccines are recommended to contain the same viruses as the three component vaccine as well as:

- a B/Phuket/3073/2013-like (B/Yamagata lineage) virus

The Health Department will continue to purchase influenza vaccine through the Connecticut Department of Public Health contract. We plan to order both seasonal vaccine for adults and children and also the high dose influenza vaccine that is indicated for individuals over 65 years of age. Influenza clinics are scheduled for the Senior Citizen Center on October 11th and 16th. Other community clinics will be scheduled for the fall as it gets closer to influenza season.

School Health Services

The school nurses have begun getting their student health records ready for transferring to the next school level. This is an end of year activity for school nurses that require preparation of records and a discussion with the receiving school nurse to exchange important medical information as the students move from the elementary grades to middle school and on to high school.

Nursing Staff

Applications are currently being submitted for three substitute nurse positions to begin employment at the start of the school year. We have had three substitute nurses who have resigned due to health issues, moving out of state and limitations on availability. Interviews will be conducted over the next several weeks.

Comments:

- *None.*

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

Milford Health Department (MHD) is working to complete an After Action Report (AAR) to finalize events of the full scale Operation Tic-tac dispensing drill. The AAR is required by grant deliverable to be submitting to the CT State Health Department. The full scale exercise exposed some strengths and opportunities for improvement.

MHD completed the 4th quarter technical assistance review conference call with the state health department representative. Overall, Milford met objectives for planning and operational drills. The remaining item is to develop a multi-year training and exercise program. As our office has

several vacancies it would be ideal to wait until these positions are filled and identify gaps to develop a training program around new and current staff abilities.

The survey sent out to the Medical Reserve Corps (MRC) volunteers created by the Yale Program on Climate Change Communication (YPCCC) is closed for responses and being tabulated by the Yale group for results. There were approximately 80 responses to the survey, half of which were completed in its entirety. The reasons for partial completion are unclear and will hopefully be outlined in the data reported submitted to MHD; a follow up meeting may be necessary.

The monthly Region 2 MRC meeting was held on May 15th at ESHD in Branford. The MRC group has some funding for training so the coordinators will be looking into the prepackaged program called “Until Help Arrives” released by the National MRC organization; a program for civilians on what to do in an active shooter/terrorist type emergency.

Comments:

- *None.*

Community Health – Jennifer Clarke-Lofters, MPA

Disease Surveillance

There were 39 cases of disease reported for the month of April. Influenza (20 cases) was the most frequently reported.

Putting on AIRS Asthma Program

New contract changes have allowed the program to modify eligibility, while extending the number of home visits as directed by the Centers for Disease Control and Prevention. The program now offers up to three (3) home visits and a 6 month follow up after a participant has been enrolled. In total we received 153 referrals since the beginning of the contract year. For the month of April we received 23 referrals. For the year we have completed 44 initial home visits, 32 second and 23 third home visits. We have completed one (1) 6 month follow up calls. Success has stemmed from the new database with the ability to search when a when a follow up is due for a referral and increase ability in keeping track of home visits. Working with DPH with inputting and extracting accurate data for our program has been an on-going process.

Parent Leadership Training Institute (PLTI)

PLTI is wrapping up its eighth training institute with anticipation of graduation being held on May 24, 2017. PLTI has successfully maintained 18 diverse participants for this year. The relationship building and cohesion of this group has come together with its own distinctiveness. The last class has been completed and participants have expressed how the program has impacted them personally. We have had great success from this program with 107 graduates. PLTI which 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.

NACCHO (National Association of County and City Health Officials) Challenge Award

The Department is nearing the end of its 2015-2016 NACCHO's Medical Reserve Corps Challenge Award. We have worked with Yale Program on Climate Change Communication (YPPCCC) to conduct a survey of MRC volunteers and Milford Residents to assess their hurricane knowledge, risk perceptions, training experience, communication skills and resources to conduct face to face conversations. The survey was disseminated to the public in March and closed with 84 respondents. We are looking forward to YPPCCC analyzing and sharing the results. We hope to share and utilize the results to develop recommendations for a training and recruitment program for Milford MRC to serve as neighborhood ambassadors.

Comments:

- *None.*

Old Business:

- *None*

Director's Report: *Deepa Joseph, MPH*

- *D. Joseph reported that she attended the Board of Alderman budget hearing on Monday, Monday, May 15th. Prior to the hearing, the Mayor and Finance Director had submitted a proposed budget with approximately \$2.3million in additional cuts to the Board of Finance recommended budget. The budget was voted on and approved. As a result of the approved budget, the existing vacant school/public health nurse position has been eliminated.*
 - *T. Jagodzinski asked if the Health Department will have enough nurses to provide coverage to the schools and what the concerns will be. D. Joseph responded that in terms of numbers, there will be enough nurses to provide a safe level of coverage for all of the schools. The concerns will be specific to the level of health concerns requiring medical management and the impact as a result of having a smaller staff.*
 - *E. Judson asked if the vacant Sanitarian position has been posted as of yet. D. Joseph responded that, due to the current spending freeze, the Mayor has not approved the posting of the vacant position. The Board continued to discuss their concerns.*
 - *C. Young made a motion to strongly recommend that the Sanitarian position be posted immediately, in consideration of the upcoming temporary event season and inspections that need to be completed for the vacant area, in order to ensure the health & safety of residents and visitors to this community. E. Judson seconded the motion. Motion passed unanimously.*
 - *C. Young asked if the Administrative Assistant position will be posted. D. Joseph responded that that position is also included in the current spending freeze.*

New Business:

- *None.*

Adjournment:

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

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'D. Joseph', written in a cursive style.

Deepa Joseph
Recorder