

**Board of Health Meeting Minutes  
September 16, 2008**

**Board Members & Liaisons Present:**

Constance Young, Chairperson  
Ernest Judson, Vice Chairperson  
Howard Fink, MD, Secretary  
Mitchell Quintner, MD  
Joan M. Costello, RNWilliam F. Lynch, MD  
Ray Vitali, Board of Alderman Liaison

*Board Members & Liaisons not present:*

Deborah Woods  
David Amendola, Board of Education Liaison  
Nick Veccharelli, Board of Alderman Liaison

**Health Department Staff Present**

A. Dennis McBride, MD, MPH, Health Director  
Joan Cagginello, Nurse Administrator  
Laura Miller, Chief of Environmental Health  
Deepa Joseph, Community Health Coordinator  
Diana Yassanye, Cities Readiness Initiative Coordinator  
Beverly Hayes, Administrative Asst.

*Others Present: None*

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

**Approval of Minutes – May 20, 2008**

The minutes of the May 20, 2008 meeting were unanimously approved on a motion by H. Fink seconded by E. Judson.

**Appointment of Secretary:**

C. Young called for nominations for Secretary, C. Young nominated H. Fink with E. Judson seconding the motion. No other nominations were made. The motion carried unanimously with H. Fink as secretary.

**New Business: None**

**Environmental Health Report – presented by Laura Miller, Chief of Environmental Health**

### Oyster Festival

This year the Health Department issued four permits for temporary food service on Friday night, August 15<sup>th</sup>, in addition to the 43 applications issued on Saturday the 16<sup>th</sup>. The Environmental Division personnel spent over 80 hours training volunteers, processing applications, fielding questions and conducting risk based inspections at all food service booths.

In addition to our regulatory responsibilities, the Health Department supported educational efforts at a booth on the green. Lots of information on many health related issues was passed out including Asthma Education, West Nile Virus and how to protect yourself, Lyme Disease, identification and prevention, sun safety, food protection at home, and emergency preparedness home emergency kits.

### Mosquito Control

September is the peak month for West Nile Virus in Connecticut. We continue to urge all residents to take precautions against mosquito bites and provide information on how to prevent mosquitoes from breeding on individual properties. All Habitat, LLC, Milford mosquito consultant, continues to implement preventive measures against breeding, mosquitoes are active and we continue to monitor and treat the targeted breeding sites throughout the City. In addition, the Health Department has available mosquito dunks (BTI) to all residents who need them. It is important to educate the community on the importance of monitoring their own properties for anything that could collect water and become an area for mosquitoes to breed.

### Household Hazardous Waste

On Saturday, October 4, 2008 we will be having a satellite household hazardous waste collection at Public Works on Ford St., in addition to the regular collection site in New Haven. Residents will be able to dispose of all the same types of waste at the satellite collection in Milford. Lori Vitagliano, the HazWaste Central Coordinator, will be on-site in Milford along with workers from Clean Harbors who will collect and dispose of the collected waste.

### *Comments:*

- D. Yassanye informed the newest board members of the existing preparedness grants held by the Health Department. She also added that Tara Mustakos has taken a Sanitarian position, replacing Virginia Imbimbo, however Tara will continue to work on the local preparedness grant.

### **Nursing Division Report – Presented by Joan Cagginello**

#### School Health Services

The public health nurses returned to work on August 26, 2008 to begin the school year. Nathalie Manniel retired effective August 28<sup>th</sup> after 11 years of service as a school nurse. The nursing staff is currently at full staff after hiring two new full time nurses and one permanent part time

nurse over the summer. The new nurses are in their probationary period and receiving orientation and mentorship from both the nurse administrator and our lead nurse.

The school nurses have initiatives in influenza vaccination for children, asthma management and education as well as continuing to provide annual programs such as Open Airways, the health centered bulletin board project and state mandated screenings.

### Immunization Clinics

Routine monthly immunization clinics were held in July and August, as well as two “back-to-school” clinics in late August and early September. For the second consecutive year, we have found that the number of children attending the summer clinics has decreased substantially. Monitoring, intervention and follow-up of students by the school nurses has positively impacted the number of students in compliance for entry to school. Young children entering pre-school and kindergarten, generally, are engaged with their primary care providers and have been adequately immunized for entry to school. Services such as the monthly immunization clinics, the on-call school nurse service for immunizations and the VNA well child clinics have been valuable community assets to expedite student entry in a timely manner.

### Flu Season and Influenza Vaccine

The Milford Health Department will continue our influenza vaccine campaign that we have provided for the community in past years. This season we plan to continue to expand our program for children’s influenza vaccination. A number of flu clinics have been scheduled including the following:

Family Flu Clinic – The Milford Health Department will hold the second annual Family Flu Clinic on Saturday, October 25<sup>th</sup> in collaboration with the South Central Visiting Nurse Association and the Milford Public Library. In addition to providing a venue for all family members, age 6 months through adults, to receive flu vaccine, this year the event will have two additional components to make the day a true health opportunity for the family. The library will sponsor a family health fair, featuring vendors in conventional as well as complimentary health. The Boy Scouts will also participate by holding their annual can & bottle drive for the *Good Turn for America* campaign. Patrons seeking flu vaccinations will be able to have them provided by nurses from the VNA. The VNA will be able to accept various insurance plan coverage and will also be able to provide Vaccine For Children (VFC) flu vaccine for those children that do not have insurance or have insurance that does not include vaccine administration coverage.

Vote & Vaccinate – The Health Department will sponsor a *Vote & Vaccinate* flu clinic at Harborside Middle School on Election Day, Tuesday, November 4<sup>th</sup>. The clinic will be held in the Mobile Field Hospital, on the grounds of Harborside, and will be open from 7am-8pm. All residents of Milford are invited to visit the Mobile Field Hospital and to receive their flu vaccination. Voters from the Harborside district will also be able to vote at the polls inside the school.

The Health Department is working with the CT Department of Public Health, the Milford Public Schools and the Registrar of Voters on this project.

Senior Citizen Center Flu Clinics – The Milford Senior Center and Milford Health Department will host three flu clinics in October. Clinics are scheduled for October 20<sup>th</sup>, 22<sup>nd</sup> and 24<sup>th</sup>. Historically between 1,400-1,600 vaccinations are provided during the 3-day flu clinic. Additional influenza clinics will be scheduled from October through December for the general public as well as City of Milford and Board of Education staff.

*Comments:*

- H. Fink inquired about Flu Vaccines being offered for children, as the recommendations for influenza vaccination this year includes all children ages 6 months – 18 years. D. McBride responded that the department is investigating various plans to provide flu vaccinations for children.
- D. Yassanye added that with regard to the Mobile Field Hospital, the mobile facility will be erected on Sunday, November 2<sup>nd</sup> and remain on site until Thursday, November 8<sup>th</sup>. During that time, there will be exercises at the mobile field hospital with Milford Hospital, the Milford Fire Department and the Milford Public Schools.

**Community Health Division Report—Presented by Deepa Joseph**

*Disease Surveillance*

There were 70 cases of disease reported for the months of June, July, and August with chlamydia being the most reported disease.

*National Association of County & City Health Officials (NACCHO): Accreditation Project*

Funds were requested from NACCHO to support the Milford Health Department's efforts to assess the degree to which it has the capacity to perform the functions of NACCHO's Operational Definition of a Local Health Department. NACCHO approved this request and has provided the Milford Health Department with a grant in the amount of \$15,000. Through this project, Kay Edwards, a consultant from the Public Health Foundation, will be conducting a one-day site visit to meet with the Milford Health Department staff, as well as will local elected and/or appointed officials. Based on the results of the self-assessment conducted in May, the Health Department has selected the area of Community Health Assessments as our Quality Improvement (QI) area. Kay Edwards will discuss our QI plans, as well as how voluntary accreditation will impact our community in the future. The on-site visit will be held on Thursday, October 2, 2008. Members of the Board are invited to attend a special session designed for elected officials and policymakers from 12:00pm-1:00pm that day. The Accreditation Report is due in 2011.

*Putting on AIRS Asthma Program*

Our relationship with pediatric providers in our region continues to be strengthened, as our Program Coordinator, Betty Murphy, has been able to convey the value of this program to providers by working so closely with them. We received 39 referrals to the program this contract year, a 21% increase in referrals from last year.

Three Pediatric residents working at Yale Primary Care Center have completed their Community Rotation with the program since this July. As part of this program, residents have spent a half-day with the Putting on AIRS program learning about the value of working with public health officials to manage asthma within the community. As a result of this partnership, the Program Coordinator is now working with Dr. Fenick at Yale Primary Care Center to have the Putting on AIRS physician referral form uploaded electronically into the physician's tablet.

In addition to encouraging referrals from providers in the region, the Program Coordinator and Nurse Administrator have been working together to encourage providers in Milford to complete the Asthma Action Plan for those students in school who have an asthma diagnosis.

#### Summer/Fall Health Fairs

The Health Department had a booth at the Oyster Festival this year where health information was distributed to participants. Staff distributed information regarding West Nile Virus, sun safety, emergency preparedness, asthma, global warming, physical activity, and guidelines for private beach maintenance. Health Department staff will be participating in the following fairs this fall:

Home Health Plus Health Fair at the Milford Senior Center (September 22, 2008)

Milford's Promise Red Wagon Fair (September 27, 2008)

Foran High School Careers to Health Fair (October 14, 2008)

#### *Comments:*

- M. Quintner asked if Milford physicians have been referring to the Putting on AIRS program. D. Joseph responded that the Program Coordinator is focusing outreach efforts on increasing referrals from physicians in Milford using a number of new strategies.

### **Emergency Preparedness Report – Presented by Diana Yassanye**

#### **Regional/CRI Emergency Preparedness Report – Presented by Diana Yassanye**

##### Regional Preparedness Grant

Rick Fontana, the former regional coordinator, has left to become the Deputy Chief of Emergency Management, Operations for the City of New Haven. The search for a new person to fill this position is in process.

Planning is under way for an Extreme Cold Tabletop Exercise for the eastern part of Region 2. The scenario will be an ice storm and the exercise is scheduled for November 20<sup>th</sup> at the Saybrook Point Inn. Towns slated to participate include: Haddam, Chester, Deep River, Essex, Old Saybrook, Westbrook, Clinton, Killingworth, Durham, Middlefield, Madison, Middletown, Cromwell, East Haddam, Portland & East Hampton. This exercise will also include participants from Region 3 and 4, as the hospital which is at the center of the scenario, Middlesex, has a broad catchment area. This exercise is the second in a series meant to engage public health, hospitals, and other emergency services in our region.

##### Cities Readiness Initiative

Milford Health is developing a template for the pre-dispensing of prophylaxis to “critical staff”, including first responders, vital municipal employees and volunteers, in the event of a public health emergency. This is a key component of CRI and it is intended that the region will exercise this template by summer 2009.

## **Local Emergency Preparedness/Volunteer Activity Report**

### *Volunteer Programs: Milford Coalition for Community Preparedness & Community Emergency Response Team (CERT) & the Medical Reserve Corps (MRC)*

Linda Gallick has accepted the position of volunteer coordinator for the Milford Medical Reserve Corps (MRC). The first opportunity for Linda to meet the MRC and Community Emergency Response Team (CERT) volunteers will be at the swearing in of the two CERT teams on Wednesday, September 17<sup>th</sup>, at Westfield Post Mall. DEMHS Regional Coordinator, Roy Piper will be swearing in approximately 40 CERT Team volunteers for the City of Milford.

Milford MRC and CERT volunteers were invited to attend an emergency planning meeting held by Carolyn Carlson, of Milford Red Cross, in anticipation of hurricane Hanna on Saturday, September 6<sup>th</sup>. Volunteers who attended agreed to work in a shelter or provide support to Milford Red Cross in the event of a shelter opening.

The next all-volunteer call down drill will be conducted in October 2008. These call downs are an invaluable opportunity to update contact information for each volunteer and provide information on upcoming events in the MRC/CERT community.

The Milford Health Department has submitted the grant application for the National Association of City and County Health Officials (NACCHO). The Milford MRC is eligible for \$5000 for this year funding period. Milford MRC was awarded the 2007-2008 grant for \$10,000 as a new MRC unit. The funds from this grant are expended for volunteer trainings, continuing education/coordinator seminars and MRC materiel such as notebooks, reference guides and MRC identifying materials.

The Milford Health Department has a 2008 draft of an Extreme Heat Response Plan to include the public/parochial schools. This plan was adjusted this past summer to include advisement from Milford Board of Education as there were incidents of extreme heat with schools still in session. The health department and board of education were able to identify a heat index threshold level using the National Weather Service Heat Index Guide.

Past events included participation in the 2008 Milford Oyster Festival Health Department booth and volunteer attendance at the statewide 2008 CERT weekend.

#### *Comments:*

- D. Yassanye added that there have been cuts in funding in the local preparedness grant.

## **Director's Report – Presented by A. Dennis McBride, MD, MPH**

- D. McBride informed the Board that Joan and he put a great deal of time into plans for special needs students, while he could not discuss details openly, he wanted the board to

be apprised that there are many medical situations he and Joan become involved in especially at the beginning of the year.

- D. McBride stated that the Extreme Heat Tabletop exercise held in June was a success and provided valuable information, and he expects that the Extreme Cold Tabletop exercise will do the same.
- In regards to the Farmers Market, D. McBride stated they are booming with the Woodmont location being overwhelmed by the amount of participants. We will resolve any issues that have come up, and work on a State model for all Farmer's Markets to follow.
- D. McBride stated the success of 180 Melba Street complex is evident, and the housing is being offered at a moderate pricing. He also added that there are several pending hearings for repair or demolish housing cases that staff has been working on. He added that there is a pending issue where an illegally constructed building is affecting the property owners surrounding it, so he is meeting with various city departments and State's Attorneys Office to remedy the situation.

### **Adjournment:**

A moment of silence was offered for past board members Robert Torento and Joseph Reingold.

E. Judson motioned to adjourn the meeting seconded by H. Fink and approved unanimously.

The meeting adjourned at 7:40 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder