

**Board of Health Meeting Minutes  
October 16, 2018**

**Board Members & Liaisons Present:**

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

*Board Members & Liaisons not present:*

Mitchell Quintner, DMD  
Ellen Beatty, Board of Alderman Liaison  
Warren Pawlowski, Board of Education Liaison

*Others Present:*

Pam McLoughlin, New Haven Register

*Health Department Staff Present:*

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

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

**Approval of Minutes – September 18, 2018**

The minutes of the meeting held on September 18, 2018 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**

CRIDE (Collaborative for Residential Integrity for the Disabled and Elderly): During the October CRIDE meeting, members of the Environmental Health Division presented to the group two new reported hoarding and troubled housing cases in addition to status reports on several open ongoing cases. We are currently working with many open cases of troubled housing consisting of hoarding and unsanitary living conditions. These are very difficult housing problems requiring a comprehensive process of gaining trust, encouraging the resident's participation in the remediation process and long-term contact and monitoring. In several instances the unsanitary conditions of the dwelling necessitated condemnation, displacing the occupants until clean-out is achieved.

Food Protection Program: MHD recently received the draft Food Establishment Inspection Report form from the CT Department of Public Health, Food Protection Program. This new form will be used by all Certified Food Inspectors once the FDA Food Code becomes effective

and enforceable in Connecticut. The draft form is three pages and will replace all forms currently being used during food establishment inspections. Although there is not an exact date as to when the regulations to implement the FDA Food Code will be passed, in preparation, all MHD Sanitarians have completed the FDA online training and attended the CT Department of Public Health, Food Protection Program FDA Food Code Training at the beginning of 2018.

Anti-blight activities: As of the week ending October 12, 2018 the Health Department received 151 general complaints from Milford residents for the 2018/2019 fiscal year. Of those 151 complaints, 32 were complaints of blight. 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:*

- *D. Joseph reported that Connecticut's implementation of the FDA Food Code is set for no later than January 1, 2019. The new inspection form moves away from the present scoring system and toward a greater focus on minimizing risk of food borne illness and educating food establishment owners onsite. E. Judson asked if the Department has sent the new form out to restaurant owners. D. Joseph reported that the Department will hold information sessions regarding the new code and form when the final regulations and approved form are released by the State.*

**Nursing Division Report – Joan Campbell, MSN, RN**

Flu Season and Influenza Vaccination: The Milford Health Department began our seasonal influenza vaccination program this past month and held a number of immunization clinics. Additional clinics, including the City of Milford's annual *Wellness Works* Health Fair have been scheduled for the month of October. Over 200 flu vaccines have been administered to date.

Flu vaccine will be offered at all Health Department Monthly Immunization Clinics through April 2018.

School Health Services: The school nurses are in the process of beginning mandated vision and hearing evaluations for students in their schools. The goal is to complete the screening and make referrals to primary care providers as early in the school year as possible, so that the child can be fully assessed and treated as necessary.

The two new public health/school nurses hired in August are doing very well at their assigned schools. Both will attend the two-day, new school nurse orientation program offered by the CT State Department of Education in December.

Several interested candidates have submitted their application to the Human Resources Department for the two vacant public health nurse positions. The posting has been extended until October 19th. Initial interviews will be conducted sometime in November or December with the hopes of bringing two new hires on board early in the New Year.

*Hepatitis A Vaccination Campaign:* The Milford Health Department has held 6 Hepatitis A clinics to date administering close to 60 doses of the vaccine to those at risk. Two clinics were held at the Beth El Shelter where education on the virus was provided to staff, residents and soup kitchen diners. In addition, 4 clinics were held at the MHD for MFD EMS personnel. Additional clinics are planned for later in October and will continue to be scheduled in the future as needed.

*Comments:*

- *D. Joseph encouraged all present to attend the City's wellness fair on October 25 for flu shots, visits to health & wellness vendors, and giveaways.*
- *D. Joseph reported that the Health Department will likely hold additional Hepatitis A clinics at the Beth El Shelter. Joan Campbell, Director of Nursing, has been educating residents and diners by going table to table during clinics held in conjunction with the Shelter's soup kitchen.*

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

The Milford Health Department (MHD) Volunteer Coordinator and volunteers with the Milford Medical Reserve Corps (MRC) participated with the New Haven Regional Water Authority HazWaste Central Collection September 22, 2018 at Milford Public Works. MRC volunteers helped with paperwork, checking for residency and directing cars to the appropriate lanes. This service organized by the Regional Water Authority and supported by health department volunteers is utilized by numerous Milford residents each year.

MHD in participation with the Wellness Works Wellness Committee is going to be administering flu shots at *Wellness Works, Health & Wellness Fair* Thursday, October 25<sup>th</sup> from 11:30 AM to 4 PM, see attached flyer. A Full Scale Exercise (FSE) drill is conducted with this flu clinic each year as a test of the Milford Closed Point of Dispensing (POD) to administer vaccine. Milford's Mass Dispensing Plans are required by federal guidelines to be tested no less than every five years. Using the Health Fair event to test plans is a great opportunity for staff to drill their designated roles and city employees to become familiar with dispensing procedures.

MHD representatives attended the monthly meeting of Emergency Support Function (ESF) 8, Public Health and Medical, on September 19<sup>th</sup>. The group is currently working towards identifying a solution to improve communications and information sharing among local Public Health Departments. Further discussion of communication platforms is scheduled for the next meeting on October 17<sup>th</sup>.

Region 2 Public Health Emergency Preparedness Coordinators met to complete the 1<sup>st</sup> quarter review as required by grant deliverables. Each local health department/district is required to

update emergency plans and document objectives towards planning for each planning quarter. Meeting as a small group presents a great opportunity for information sharing.

The Family Assistance Center (FAC) subcommittee will meet October 16th to review the status of the plan across the regions, discuss training going forward and next steps for plan implementation. The FAC subcommittee leader disseminated starter kits at the September ESF 8 meeting. Milford's next step is to start developing a local committee to operationalize the regional template plan.

*Comments:*

- *None*

**Old Business:** *None*

**Director's Report:** *Deepa Joseph, MPH*

- *D. Joseph reported that the Department submitted its application for the second phase of the Prevention Service Initiative State Innovation Model (SIM) grant. This grant provides exciting cutting edge opportunity to put the reimbursement model into practice and to potentially work with Fair Haven Community Health Center on this initiative.*
- *C. Young asked if the Department is up to date on changes at Milford Hospital. D. Joseph reported that Mark Toney, the Hospital's chief restructuring officer, has been keeping the Health Department informed.*
- *D. Joseph shared a copy of the Connecticut Department of Public Health's recent press release entitled High School Student Vaping Doubles in 2 Years. A discussion ensued regarding increased vaping among Milford teens. D. Joseph commented that Jonathan Law High School students were featured on a televised report on the subject and that the MATCH Coalition is in favor of increasing the legal age for vaping to 21. D. Joseph will be meeting with representatives from the MATCH Coalition in the coming weeks.*

**New Business:** *None*

**Adjournment:**

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

The meeting adjourned at 7:00 p.m.

Respectfully submitted,



Carol Soulier  
Recorder