

**Board of Health Meeting Minutes
October 17, 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
Thomas Jagodzinski, Board of Education Liaison

Board Members & Liaisons not present:

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

Others Present:

Pamela McLoughlin, New Haven Register
Will McLoughlin, Resident

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 – September 19, 2017

Due to lack of quorum, there was no meeting held for the month of September.

Public Session: *None*

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

Food Protection Program: This past legislative session, the CT General Assembly passed a bill that will make the Food and Drug Administration (FDA) Model food Code Connecticut's food code. Public Act No. 17-93 states that "*not later than July 1, 2018, the commissioner of Public Health shall adopt and administer by reference the United States Food and Drug Administration's Food Code, as amended from time to time, and any food code supplement published by said administration as the state's food code for the purpose of regulating food establishments*". The new law began phasing in on July 1, 2017 and will be in full effect on July 1, 2018.

Activities in preparation of July 1, 2018 thus far:

- MHD has notified all currently licensed food service establishments via a memo a list of items they should be aware of and begin preparing for.
- MHD is starting work on revising Chapter 8 of the City of Milford Code of Ordinances, Food and Food establishments, to reflect the changes in the state code.
- The FDA code revises the risk classifications for food establishments, which establishments are required to have a certified food manager and the approval process for food manager certification programs. All currently licensed MHD food establishments have been re-classified to meet the FDA food classification definitions. The risk classification change will be reflected on new MHD permit renewal applications in February 2018.
- Because there are significant differences between the FDA Code and Connecticut's current food regulations, the procedures for food inspector recertification have changed. All currently certified food inspectors will need to become certified under the new code before July 1, 2018 in order to have the legal authority to conduct inspections of food establishments. MHD certified food inspectors are currently engaged in the FDA Food Code certification process and working toward completion by the end of this year. (Approximately 70 hours of online training including questions in each section and a final quiz that must be passed in order to receive a certificate of completion)
- MHD is one of 10 local health departments currently participating in a FDA pilot program for the adoption of the FDA Model Food Code. Laura Miller is participating in the program and by the end of the year we will be one of the first health departments with a certified Food Inspector Training Officer (FITO). After July 1, 2018 the FITO will be responsible for conducting continuous training and assessments for other certified food inspectors on staff.

Anti-blight activities: As of the week ending October 13, 2017 the Health Department received 137 general complaints from Milford residents for the 2017/2018 fiscal year. Of those 137 complaints, 33 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:

- J. Costello asked if restaurant owners will have increasing requirements to meet under the FDA code similar to training requirements for certified food inspectors. D. Joseph responded that Class II, III and IV food establishments will be required to have trained Certified Food Protection Managers. Upon the expiration date specified on their certificate, current Qualified Food Operators will be required to renew their certification. Additional expectations were sent to local food establishment owners via a memorandum. The Health Department plans to hold information sessions to discuss the changes with establishment owners over the next several months.

- E. Judson asked if the mosquito control company is still in Milford. D. Joseph responded that All Habitat continues to monitor for mosquitoes and will do so through the month of October.
- E. Judson asked if the vacancy for the Sanitarian position has been posted. D. Joseph responded that the Mayor's spending controls remain in place and will likely continue until the State approves a budget. As such, the Sanitarian position has not been posted.

Nursing Division Report – Joan Campbell, RN, BSN

Flu Season and Influenza Vaccination : Influenza activity in Connecticut has been slowly increasing since the end of August. Activity is currently classified geographically as sporadic. Statewide emergency department visits attributed to fever/flu symptoms are beginning to increase. The predominant circulating virus is Type A. A total of 23 positive influenza reports have been reported for the current season in the state. Influenza was reported in six of the eight counties: New Haven (6 reports), Hartford (4), Fairfield (10), Middlesex (1), New London (1) and Tolland (1). A total of 8 hospitalized patients with laboratory-confirmed influenza have been reported in the state. No influenza-associated deaths have been reported to date this season.

The Milford Health Department began our seasonal influenza vaccination program this month, with a number of immunization clinics scheduled throughout the month. Two influenza clinics were held at the Milford Senior Citizen Center on Oct 11th and 16th; 215 immunizations were provided for seniors at the clinics. Flu vaccine will be offered at all Health Department Monthly Immunization Clinics through March 2018.

The school nurses and Health Department will monitor the influenza Like Illness (ILI) activity in the schools; to date there is no significant ILI activity observed among our school age students. The school nurses will be providing influenza prevention and hand washing education in all of the schools.

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.

During our September staff meeting, the school nurses enjoyed a presentation by a local physician, Dr. Jasdeep Sidana, who provided important information on allergy and asthma symptoms and treatment recommendations for the school age child. Dr. Sidana specializes in pulmonology, internal medicine and critical care. The nurses found the information very beneficial.

Several applications were received for the vacant public health nurse position and are currently being reviewed by the Human Resources department for the necessary qualifications. The initial interview process will be scheduled in the near future.

Comments:

- *J. Costello asked if the Health Department has specific numbers as to opioid-related deaths in Milford. D. Joseph responded that collection of opioid-related death and injury data is being evaluated statewide as there is currently no central repository for this specific data. D. Joseph shared relevant to the opioid epidemic that this year the Milford Health Department has made Narcan available in all of the school health offices throughout the district. The Health Director and School Medical Advisor determined that in light of the current epidemic, Narcan would be available through the School Nurses in all of the schools—elementary, middle, and high school. J. Cagginello responded that she is certain the Milford is ahead of the curve in this area.*

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

The Connecticut Department of Public Health (CT DPH) will receive public health emergency preparedness & response funding from the federal government again this fiscal year. Money will be distributed through a regional fiduciary for each of the 5 Department of Emergency Services & Public Protection (DESPP) Regions. For Milford & Region 2, Yale New Haven Health System Center for Emergency Preparedness & Disaster Response will be the fiduciary. Milford Health Department (MHD) will receive funding and a work plan as a subcontractor but remain the regional coordinating lead for Public Health and Medical.

Grant deliverables will mostly remain the same in addition to new robust requirements; one being a Community Hazard Vulnerability Assessment, a comprehensive review of potential hazards and the impact to human life, property and business continuity. A finalized work plan of requirements will be sent to all local health departments. Milford will be required to complete the Medical Countermeasure Operational Readiness Review again for 2017-2018. There are some changes through Centers for Disease Control & Prevention (CDC) with this programmatically and will soon be reflected locally. One major improvement will be to transfer Medical Countermeasure forms into an electronic format. Once fully implemented this should streamline mass dispensing efforts and provide national consistency.

An informational session will be held in November to explain the Yale Program on Climate Change Communication (YPCCC) summary report on the Medical Reserve Corps (MRC) volunteer survey. Review of survey data results will be presented in coordination with a hurricane/storm preparedness seminar, an informational session on preparing yourself and your home ahead of an extreme weather event.

At this month's Regional Emergency Support Function (ESF) 8 meeting, the Family Assistance Center (FAC) plan will be voted on for approval. If the plan moves forward the workgroup will then present the plan to the larger Regional Planning Committee for acceptance. The goal is to have the plan be operational and ready to implement in a time of catastrophe. Discussions are still ongoing for training a FAC task force; a combination of single resources assembled to meet a tactical need, in this case providing services to families and/or victims in a time of disaster.

MHD will once again conduct an influenza clinic at the Health & Wellness Fair. Last year MHD provided flu shots to over 80+ residents and city employees. School nurses show up to provide

the shots but Sanitarians provide the logistical support for set up and break down including organizing movement of the Emergency Response Unit Trailer delivered to the site, setting up tables, chairs, screening, signs and providing support to nursing staff as the clinic is in progress.

Comments:

- *None.*

Community Health – Jennifer Clarke-Lofters, MPA

Disease Surveillance: There were 28 cases of disease reported for the month of September, with Lyme Disease as being the most frequently reported.

Putting on AIRS Asthma Program: The program offers up to three (3) home visits and a 6 month follow up after a participant has been enrolled. In total we received 245 referrals since the beginning of the contract year. This month we received 23 referrals. Out of 23 referrals two (2) were ineligible for the program and 15 came from either the Emergency Department or the hospital. For the year we have completed 68 initial home visits, 44 second and 29 third home visits. We have completed four (4) 6 month follow up calls. The new database has been able to share much more than it has offered in the past such as the number of referrals who are ineligible for the program. DPH has also decided to increase funding into the new fiscal year.

Parent Leadership Training Institute (PLTI) : Due to the economic forecast of the state's budget constraints we are unsure of the funding status from the previous funder. Therefore the health department is currently working with the PLTI design team to develop strategies that could possibly be used to implement this community based program. We have applied for a grant from a different source and are in constant discussion with community members. 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.

Public Health Accreditation : The Department was not chosen as one of the recipients for funding from the Accreditation Support Initiative. The Centers for Disease Control (CDC) has provided funding to NACCHO (National Association of County and City Health Officials) for the Accreditation Support Initiatives (ASI). We plan on applying again next year. We are hoping to gain support in assisting the department with creating its Strategic plan. In order for a health department to apply for accreditation through the Public Health Accreditation Board they must complete three core tasks: A Community Health Assessment (CHA), Community Health Improvement Plan (CHIP) and a Strategic Plan. We are collaborating with the Partnership of Greater New Haven to complete action steps created in our CHA/CHIP in effort to continuously work on accreditation.

Grants Management: The Department makes an effort to obtain funding through other sources such as grants. Grant management continues to be a huge part of the community health division with many programmatic and financial reports due. We recently submitted programmatic reports for Putting on AIRS to DPH and will be submitting programmatic and financial reports for Healthy Homes in November.

Comments:

- *None.*

Old Business:

- *None*

Director's Report: *Deepa Joseph, MPH*

- *D. Joseph reported that Department staff is extremely busy with various activities and in light of the current vacancies. Temporary events on weekends and evenings where the Sanitarians are conducting food service inspections have continued into the Fall. Additionally, environmental health division staff are working on various items related to the adoption of the FDA code. Specifically, certified food inspectors must complete several hours of training online and attend an on-site training within the next two months. D. Joseph, L. Miller, and C. Gonillo have been working on revising the current ordinance specific to the MHD food protection program to present to the Ordinance Committee shortly.*
- *D. Joseph provided an update on staffing and existing vacancies within the Department. The Sanitarian position has not been posted to date due to the spending controls that have been in place since January 2017. The School Nurse position was posted, as it was determined that filling the position was critical to maintaining the health & safety of students in the Milford schools. The Administrative Assistant position was posted internally within the City, as it was determined that the position is critical to the operation of the Department, particularly due to an anticipated long-term absence for staff.*
- *D. Joseph also shared that the Nursing Division is busy with implementing flu clinics. There are already early confirmed cases of influenza within the state of CT. As such, the Milford Health Department is encouraging residents to get their flu shot. The next flu clinic will be held at the Wellness Works! Health & Wellness Fair on Thursday, October 19, 2017 from 11:30am-4:30pm at the Parsons Center Gymnasium.*

New Business:

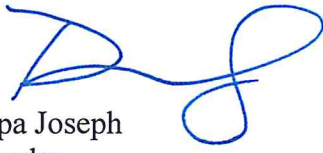
- *None.*

Adjournment:

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

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'DJ' with a large loop at the end.

Deepa Joseph
Recorder