

**Board of Health Meeting Minutes  
November 13, 2018**

**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  
Mitchell Quintner, DMD  
Warren Pawlowski, Board of Education Liaison  
Ray Vitali, Board of Alderman Liaison

*Board Members & Liaisons not present:*

Atty. Christine M. Gonillo, Secretary  
Ellen Beatty, Board of Alderman Liaison

*Others Present:*

None

*Health Department Staff Present:*

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

C. Young called the meeting to order at 6:40 p.m.

**Approval of Minutes – October 16, 2018**

The minutes of the meeting held on October 16, 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**

*Anti-blight activities:* As of the week ending November 09, 2018 the Health Department received 173 general complaints from Milford residents. Of those 173 complaints, 37 were complaints of blight during the 2018/2019 fiscal year. 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.

*Environmental Health Staff Training/Development:*

- Milford Health & Wellness Fair – The Milford Health & Wellness Fair was held on Thursday October 25<sup>th</sup>. As with last year, the fair was open to the public as well as City employees. During the Health Fair MHD held a flu clinic for the public and City Employees. As with all medication dispensing clinics, staff from the Environmental Health Division worked to set-up and break down the flu clinic area.

- Lead Poisoning & Prevention - On November 2<sup>nd</sup> staff from the Environmental Health Division attended a training hosted by the CT Department of Public Health Lead, Radon and Healthy Homes Program. Ms. Judith Dicine, CT's Supervisory Assistant State's Attorney presented to the group and provided training on how to use the CT Housing Court to gain compliance with lead abatement orders, explained the right of entry for inspection, and described when and how cases should be referred to the Court.
- CT Environmental Health Association Annual Meeting – On November 1<sup>st</sup> I attended the CT Environmental Health Association's annual meeting. Experts presented information pertaining to public water systems in Connecticut; the process of creating/adding new systems in the State, Dr. Julie Rose from NOAA presented her research on exploring the use of ribbed mussels to improve water quality, the CT Department of Public Health Food Protection Program provided updates on the status of environmental health legislative proposals and the City of Danbury Director of Health reviewed lessons learned from managing a City-wide foodborne outbreak while dealing a major water main break.

*Comments:*

- *D. Joseph reported that 133 flu shots were administered at the City's Wellness Works! Health Fair. C. Young commented that the Fair was very enjoyable and that the vendors were excellent.*
- *D. Joseph reported that the State of Connecticut just released the draft of the regulations that correspond with the new FDA Food Code.*
- *C. Young complemented the Health Department on its work with the owners of the property located at 804 Boston Post Road in improving the maintenance of their property during construction. D. Joseph reported that the establishment has not yet submitted plans for the Health Department to review.*
- *E. Judson inquired about the status of Scribners Restaurant which recently endured a fire. D. Joseph responded that the restaurant will need to do quite a bit of work to repair damage and replace equipment.*

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

Seasonal Flu and Seasonal Influenza Vaccination Campaign: For the week ending November 3<sup>rd</sup>, the Centers for Disease Control and Prevention report that flu activity remains low in the United States but they are seeing pockets of activity. The Connecticut Department of Public Health reports that influenza activity has been slowly increasing since the end of August. Classification of flu activity in CT has moved from sporadic to local as a result of increasing activity in southwestern CT. A total of 80 positive influenza cases have been reported statewide for the current season with 30 being in New Haven County. The predominant circulating influenza virus is Type A although some influenza B viruses have been reported. A total of 32 hospitalized patients with laboratory confirmed influenza have been reported. Twenty two of these were associated with Type A (subtype unspecified), four were Type A (H3N2) and six were Type B. There has been one flu-associated death in an individual greater than 65 years of age.

The Milford Health Department has administered over 700 influenza vaccinations to date at various influenza clinics that have been held both at the Health Department and throughout the community. In addition, plans are underway for the MHD to participate in the *CT DPH Influenza Vaccination Campaign* by hosting a Saturday flu vaccination clinic on December 1<sup>st</sup>. This will be a free flu clinic meant to reduce the barriers of cost and accessibility for low-income, uninsured and underinsured populations.

The MHD will continue to provide the influenza vaccine through March 2019 at the monthly immunization clinics held at the Health Department. Both the regular flu vaccine and the high dose vaccine for individuals over sixty-five years of age will be offered. The school nurses and Health Department continue to monitor the influenza Like Illness (ILI) activity in the schools; to date there is no significant ILI activity observed among our school age students.

*School Health Services:* The school nurses have completed the Annual Connecticut Department of Public Health Immunization Survey. This is an annual survey that assesses the compliance of school age children with recommended and mandated childhood immunizations. Compliance with mandated immunizations among school age children in Milford continues to be excellent.

The Milford School Nurses had their Professional Development Day on November 6<sup>th</sup>. We spent the morning at St. Vincent's Special Needs Center in Trumbull where presentations were given by Speech Therapy (pre-linguistic skills and augmentative/alternative means of communication), Occupational Therapy (adaptive feeding), Physical Therapy (wheelchair positioning and adaptive equipment) and Nursing (rescue medications/procedures for seizures; tube feedings).

The afternoon sessions were held at the Milford Health Department and included a demonstration of the Kronos timekeeping system by Jean Lasczek along with a speaker from The Umbrella Center for Domestic Violence Services.

It was a very informative day for all.

The school nurses are in the process of completing their 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.

*Hepatitis A Vaccination Campaign:* The Milford Health Department held 3 additional Hepatitis A clinics in October and have administered close to 80 doses of the vaccine to those at risk. Outreach and education have proved to be successful as we continue this campaign.

*Comments:*

- *D. Joseph reported that the Connecticut DPH is encouraging local health departments to hold a Saturday flu clinic, similar to the flu vaccination initiative last year. The Milford Health Department is holding a flu clinic on Saturday December 1<sup>st</sup> and will be reimbursed by the State for the cost of vaccinations administered that day.*
- *D. Joseph reported that the Department will also continue to work with the Beth El Shelter, encouraging residents and soup kitchen patrons to get vaccinated against the flu.*

*This is similar to the Departments efforts at the Shelter promoting Hepatitis A vaccination.*

- *D. Joseph reported that approximately ten prospective employees have applied for the two school nurse vacancies. Interviews will be scheduled within the next month or so.*

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

The Milford Health Department (MHD) administered 133 flu shots at *Wellness Works, Health & Wellness Fair* Thursday, October 25<sup>th</sup>. The clinic was held from 11:30 AM to 4 PM and conducted as a Full Scale Exercise (FSE) drill to test the Milford Closed Point of Dispensing (POD) to administer vaccine and calculate throughput. Throughput is calculated by timing an individual person through the process of the flu clinic from entrance to exit. This data helps to estimate how many people could be processed hourly and how many staff/stations should be planned for according to demand. The planning is part of Milford's Mass Dispensing Plans which 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 participated in the monthly meeting of Emergency Support Function (ESF) 8, Public Health and Medical, on October 17<sup>th</sup>. The discussion circulated around identifying a solution to improve communications and information sharing among local Public Health Departments. It was announced the Regional Emergency Planning Team approved funding for public health partners to conduct an exercise. Milford will participate on the planning committee for the exercise in coordination with developing the regional operational plan.

The Region 2 Hazard Vulnerability Assessment (HVA) is due from each local health department/district November 16<sup>th</sup>. The HVA is required to be submitted as per grant deliverables. This year the review is to be completed with a larger, regional scope in mind. This has the potential to create a disadvantage to communities as each city/town has greater vulnerabilities to some risks versus others. Flooding for example is a much greater risk for the City of Milford over inland communities and therefore is a major priority for public health emergency planning. Planning and responding to emergencies all starts and ends locally. MHD will work to coordinate with regional partners but also continue to prioritize emergency planning efforts with the utmost concern for our residents, visitors and community.

*Comments: None*

### **Community Health Division Report - Jennifer Clarke-Lofters**

Communicable Disease Surveillance: There were 30 cases of disease reported for the month of October, with Influenza 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 visit after a participant has been enrolled. September 1, 2018 started a new programmatic year and thus far we have received 19 referrals. For the year, we have completed 6

initial home visits, 9 second, and 3 third home visits. We have completed (0) 6 month follow up calls.

*Public Health Accreditation:* The Milford Health Department is still preparing itself to submit an application to become accredited and working on our strategic plan. Staff has met several times both internally and with our consultant and has nearly completed strategic priorities. The consultant is also working on developing a product that will display both our Community Health Assessment (CHA) and our Community Health Improvement Plan (CHIP).

*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. Reports for our healthy homes contract are due in the following weeks coming. We are also working with Fair Haven Community Health Center (FHCHC) to develop a contract to meet the deliverable for the Prevention Services Initiative (PSI) grant. Our mini grant through SERC to work with our PLTI alumni is coming to an end soon. The purpose of this grant is to support alumni from PLTI along with other community members to engage in increasing awareness of the issues that matter to families and the important role we all play as advocates and change agents in the community.

*Community Events:* This month the health department participated at the Wellness Works, Health and Wellness fair on October 25, 2018. At the table a laptop was set up to also allow community members to take the department survey. Next month Narcan training will be held at Beth-El. Our PLTI alumni are having their main event for the grant on November 12, 2018 (see flyer attached).

*Comments: None*

**Old Business:** *None*

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

- *Discussion ensued about the MHD's recent work through a PLTI mini-grant from SERC. The grant was used to re-engage Parent Leadership Training Institute alumni and support them in recruiting future PLTI participants. Graduates hosted a dinner for new recruits featuring a presentation by Patti Keckeisen, a Co-Director of the National Parent Leadership Institute.*
- *D. Joseph reported that the MHD was recently notified that the Department was not awarded the full PLTI grant for the coming year. Only West Hartford and Naugatuck received the grant. M. Quintner asked how much that grant is. D. Joseph reported about \$26,000. R. Vitali asked what the money is used for. D. Joseph responded that the money is used for the program facilitator, meals, and child care. D. Joseph commented that the Department is looking at options for running a barebones version of the PLTI program.*
- *Discussion ensued regarding potential alternate sources of funding. J. Cagginello suggested the possibility of support from the Board of Education. W. Pawlowski offered to bring this request to the Board of Education. R. Vitali asked if there is any niche within the community that benefits most from PLTI. D. Joseph responded that the non-*

*profits benefit most, as they have historically recruited Board members from the PLTI alumni pool. The program has in the past sought support from those organizations and will reach out again to those non-profits, such as the United Way and the Milford Education Foundation. PLTI alumni are considering fundraising options as well.*

**New Business:** *None*

**Adjournment:**

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

The meeting adjourned at 7:10 p.m.

Respectfully submitted,



Carol Soulier  
Recorder