

**Board of Health Meeting Minutes
November 17, 2009**

Board Members & Liaisons Present:

Constance Young, EdD, RN, Chairperson
Ernest Judson, Vice Chairperson
Joan M. Costello, BSN, RN
Mitchell Quintner, DMD
Deborah Woods

Board Members & Liaisons not present:

Howard Fink, MD, Secretary
William F. Lynch, MD
Ray Vitali, Board of Alderman Liaison
David Amendola, Board of Education Liaison
Nick Veccharelli, Board of Alderman Liaison

Others Present:None

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Beverly Hayes, Administrative Assistant

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

Approval of Minutes – October 20, 2009

The minutes of the October 20, 2009 meeting were unanimously approved on a motion by E. Judson seconded by J. Costello.

Environmental Health Report – Laura Miller

Flu – Seasonal/H1N1

The Environmental Health Division works diligently to ensure all logistical needs are met under any circumstances. Paul Scholz, Sanitarian II, has been doing an exceptional job coordinating all logistical efforts during the seasonal flu clinics as well as mapping out patient flow and organizing resources during the Health Departments H1N1 Clinics. In addition, all members of the Environmental Health Division have been working together to implement logistics plans at each of the clinics. During any Public Health emergency, the role of the Environmental Division is to plan and implement all logistical aspects of the situation as it pertains to Public Health. In particular, during the seasonal flu clinic held at Parson's Government Center, staff from the Environmental Division was on hand to help keep patients moving from entry to the building to form pick-up and payment to waiting in line and finally exiting. During this clinic, Health Department Nurses were able to vaccinate well over three-hundred individuals during the two hour clinic.

Environmental Health Staff Training

Fall is the time of the year for staff to attend classes and seminars to obtain contact hours toward several certifications held by each of the Environmental Health Division Staff. In October three staff members attended the 2009 Food Inspector Recertification Training in Derby at the Kellogg Environmental Center. The training was held from 8:00 am – 4:00 pm. Topics included an update on foodborne outbreaks through-out Connecticut and the Nation, Farmers Markets and the new federal food code. Environmental Sanitarians were able to obtain 6 contact hours. In order to keep food inspector certification current, staff must obtain 16 contact hours over three years. Other trainings attended by staff include plumbing cross connection training, the semi-annual bathing water meeting, Public Health Safety Officer training, lead paint risk assessor re-certification, and the Environmental Protections visible emissions training, aka “Smoke School”.

Comments:

Nursing Division Report – Joan Cagginello

Seasonal Flu and Seasonal Influenza Vaccination Campaign

The Milford Health Department has concluded our seasonal influenza clinics for the 2009-10 season. The total inventory of 4500 doses of seasonal influenza vaccine has been administered or dispensed. A general public flu clinic was held as scheduled on October 27th and close to 400 individuals attended. All individuals seeking vaccine were able to receive a vaccination. Due to the large number of participants that we anticipated would attend the clinic, the Health Department implemented emergency preparedness plans for the clinic including logistics for security, clinic set up, crowd management and vaccine administration. The clinic was very successful and without incident.

H1N1 Influenza and H1N1 Influenza Vaccination Campaign

Influenza Like Illness Monitor

The Health Department continues to monitor for incidence of influenza like illness (ILI) at the Milford public and private schools and some day care establishments. Absenteeism escalated in several of our schools over the past few weeks and the majority of the reports of reasons for absence were reported as “flu symptoms”. The incidence of students being dismissed with ILI increased; however, the level of ILI was reasonable. We continue to monitor the ILI daily and watch for trends of illness.

Health Department H1N1 Clinics

The Health Department has held four public H1N1 influenza vaccination clinics since October 22nd. All clinics have been by appointment only, proving vaccination to the priority groups. Over 800 immunizations have been administered with the largest groups being among school age children with health conditions (age 5years-18years) and care givers of children under 6 months of age. The clinics have been staffed by Milford Health Department personnel, including school nurses administering the vaccinations and volunteers assisting with appointments and traffic management. The clinics have been successful and well received by the public.

Milford Fire Department H1N1 Clinics

The Health Department provided H1N1 influenza vaccine to our Milford Fire personnel as all serve as EMT's and some are paramedics, providing EMS service in Milford. Both inactivated and live vaccine was offered to the fire personnel. Those who qualified for live vaccine were administered the intranasal preparation. Over forty personnel were vaccinated.

School Located H1N1 Influenza Clinics

The Health Department has implemented our plans to provide school located clinics. The first clinics, for high school students with health conditions, were held on Friday, November 13th at Foran and Jonathan Law High Schools. Logistics for the clinic, including pre-registration and attendance at the clinics was championed by the Health Department staff and school nurses. The vaccinations were administered by the Visiting Nurses of South Central CT (VNASCC). Middle and Elementary school students with health conditions will receive their immunizations at clustered school located clinics on Thursday, November 19th. Private schools are currently pre-registering their students and clinics will be set up for them next week. As the vaccine priority groups continue to expand, school located clinics will be held at all of our schools to provide vaccine to the approximately 1000 students pre-registered for the H1N1 vaccination.

Comments:

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 62 cases of disease reported for the month of October, with influenza being the most reported. Though the department has received increased reports of influenza in October, only three cases have been laboratory confirmed as H1N1. The Community Health Coordinator continues to be involved in enhanced H1N1 surveillance activities, including Influenza-Like Illness surveillance in the community.

Pandemic H1N1 Influenza ("Swine Flu") Planning & Response

The Milford Health Department will be holding additional pandemic H1N1 influenza vaccination clinics on Thursday, November 19th and Tuesday, November 24th from 6:00pm to 8:00pm at the Milford Health Department located at 82 New Haven Avenue, Milford, CT. Vaccines will be provided by appointment only due to the limited supply of vaccine at this time.

Community members interested in attending the clinics can make an appointment by calling the Milford Health Department at 203-783-4813. Appointments will be scheduled Monday-Friday from 8:30am-5:00pm until all appointments have been booked. Residents are also encouraged to contact their medical provider to determine if he/she can receive the vaccine at the provider's office.

To date, the Milford Health Department has vaccinated over 800 individuals, all individuals who fall into one or more of the priority groups identified by the Centers for Disease Control & Prevention (CDC) and the CT Department of Public Health (DPH). We have vaccinated approximately 100 pregnant women, accounting for around 20% of our estimated pregnant population. Additionally, 34% of those vaccinated are individuals with underlying medical conditions that place them at higher risk for influenza-related complications.

Beginning November 19th, the priority groups for H1N1 vaccination as identified by the CDC and DPH have expanded to the following:

- Pregnant women
- People who live with or care for children younger than 6 months of age
- Children aged 6 months through 6 years
- Children and adolescents age 7-24 years who have chronic medical conditions that put them at higher risk for influenza-related complications
- Persons aged 25-64 years who have underlying medical conditions that put them at higher risk for influenza-related complications

Putting on AIRS Asthma Program

The program received a total of 20 referrals for the month of October, for a total of 30 referrals received this contract year. Since the initial implementation of the program in 2005, we have received 203 referrals. Each referral is asked to complete a program evaluation 3-6 months after the home visit is conducted. Feedback from these program evaluations has been extremely positive, with several families reporting improvement in asthma management and control.

3rd Annual Milford Parent Leadership Training Institute

The Health Department, in collaboration with Kids Count and the Discovery Initiative in Milford, is in the process of planning for Milford's 3rd Annual Parent Leadership Training Institute (PLTI). PLTI 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.

Applications have been distributed to all parents in the school system and are available at various community-based locations. The deadline for receipt of applications is Wednesday, November 25th.

Comments:

Emergency Preparedness Report

Regional/CRI Emergency Preparedness Report - Amy Shields

Regional Emergency Preparedness

Caroline Berkowitch from Foran High School will begin to work as a student clerk at the Milford Health Department. She will work with Bruce Varga, who has been working on the 3 Days, 3 Ways emergency preparedness campaign, urging individuals to prepare for emergencies. Caroline will assist with the campaign, and also work on other assigned projects. In addition to Caroline, two other clerks will be funded by Milford to work at health departments/districts throughout Region 2. Other departments are encouraged to participate by hosting a clerk for \$2500. Bruce will meet monthly with the student clerks to discuss current projects. Bruce just recently took over as the Volunteer Coordinator at the Milford Health Department.

H1N1 clinics have been held throughout Region 2. Thus far there have been at least 45 H1N1 clinics held throughout the Region. Most have been held by appointment only, and have targeting

the priority groups. Some areas have held clinics on a specific day and time during the week, while others have scheduled appointments continually throughout the week depending on the amount of vaccine available. The state will compile an after action report to review the management of the H1N1 pandemic throughout Connecticut. This will require input from the local and regional level. The Region 2 Health Directors will be meeting November 20th, and this will be one of the topics of discussion.

A date has been set for the All-Hazards Sheltering Operations Exercise (AHSOE). The exercise will be held July 31st 2010, and will shelter 100 people. This exercise will explore shelter management in terms of communications, transportation, special needs, and pets. A third planning meeting is scheduled for November 18th. Next steps will include a workshop to review Emergency Operations Plans throughout Region 2 in terms of sheltering.

Local Emergency Preparedness/Volunteer Activity Report - Tara Mustakos

Local Emergency Preparedness

The Milford Health Department has held four Novel H1N1 flu vaccination clinics vaccinating over 800 people to date. Residents continue to call-in to schedule an appointment, as the Centers for Disease Control and Prevention recommend targeting priority groups on a limited supply scenario. Additional vaccine is available to order on a weekly basis.

Novel H1N1 influenza is the focus of Public Health Emergency Planning for the health department. The operation and response H1N1 Pandemic Influenza Plan continues to develop and be flexible with State and CDC recommendations.

Volunteers continue to be a valuable asset to clinic preparation as they take phone calls in office, call patients for the screening process and schedule appointments in tandem with administrative staff. The Milford Health Department MRC/CERT volunteers will be meeting early December for the bi-annual meeting and briefing on anticipated flu activities.

Tara Mustakos recently attended training for the use and fitting of N95 respirators. The importance of N95 Personal Protective Equipment (PPE), the proper use and fitting of, is on the forefront of operations for all local health, emergency management and public safety. A written protocol is under development for the use of this PPE as part of infection control for health department staff and volunteers.

Comments:

New Business:

Director's Report:

- D McBride stated that the H1N1 Clinics have been going very well. Milford Elks has provided us with 10 parking spaces for the clinic. Milford Pedicab has transported families from the Library to the Health Department. P. Maloney, our security coordinator, leads the traffic volunteers. The environmental staff has been in charge of logistics for the clinics

with the clinics flowing nicely and without incident. E. Judson asked about private practitioners receiving and administering vaccine. Dr. McBride responded that the State Health Department monitors the vaccine provided and administered. D. McBride added that within the first two weeks of the clinics the nurses vaccinated 100 pregnant women.

- D. McBride added the Health Depart is working with CT Post Mall staff on conducting an H1N1 clinic at the mall.
- D. McBride stated that the budget has been submitted to the Finance Department and positions with regards to Public Health and Blight had been addressed.
- D. McBride stated that regarding the Blight Ordinance they would be utilizing S. Devitt for CDBG areas and those that fall outside of that area would be addressed by a possible part time housing inspector or thru overtime by sanitarians. He went on to explain how the blight complaints would be processed.

Adjournment:

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

The meeting adjourned at 7:30 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder