

**Board of Health Meeting Minutes
December 11, 2012**

Board Members & Liaisons Present:

Ernest Judson, Vice Chairperson
Holly Mulrenan, BSN, RN, MS, Secretary
Joan M. Costello, BSN, RN
Atty. Christine M. Gonillo
William F. Lynch, MD
Mitchell Quintner, DMD
Ray Vitali, Board of Alderman Liaison

Board Members & Liaisons not present:

Constance Young, EdD, RN, Chairperson
George Gensure, Board of Education Liaison
Susan Shaw, Board of Alderman Liaison

Others Present: None

Health Department Staff Present

A. Dennis McBride, MD, MPH, Health Director
Beverly Hayes, BS, Administrative Assistant
Deepa Joseph, MPH, Community Health Coordinator
Quiana Lewis, MPH, Associate Research Intern

E. Judson called the meeting to order at 6:00 p.m.

Approval of Minutes – November 20, 2012

The minutes of the meeting held on November 20, 2012 were approved unanimously, on a motion by J. Costello and seconded by H. Mulrenan.

Acceptance of Meeting Dates for 2013

The acceptance of the meeting dates for 2013 were approved unanimously on a motion by J. Costello and seconded by M. Quintner.

Public Session: None

Deepa Joseph, Community Health Coordinator made a presentation on Community Health Division of the Health Department.

Environmental Division Report – Laura Miller

Anti-blight activities

As of the week ending December 8, 2012, the Health Department received 42 total complaints of blight since the beginning of the 2012/2013 fiscal year. This number seems to be normal given that the same time last year we received 45 complaints. Since the ordinance went into effect in

September of 2009, the Division received a total of 374 complaints. 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.

Currently, eight properties failed to comply with the orders defined in the Notice of Violation and have been 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. These seven properties are actively accruing \$100 dollars/day for non-compliance with the anti-blight ordinance.

Total # of blight complaints since ordinance implementation	FY 2012/2013	Currently under orders - NOV <u>OPEN</u>	No cause for enforcement action	Referred to City Attorney <u>OPEN</u>
374	42	10	4	8

Emergency Preparedness

On December 3, 2012 staff members attended the Federal Emergency Management Agency (FEMA) training session titled, Planning for the Needs of Children in Disasters. The Chief of the Environmental Health Division along with the Emergency Preparedness Coordinator took advantage of this free FEMA training opportunity. The training brought to light the importance of planning and providing for the special needs of children in disasters. Keeping children safe in emergencies poses some unique physical and emotional needs during sheltering that should be addressed in the City's Emergency Operations Plan. MHD is actively working on adding language to our plan.

Comments:

- *D. McBride stated that the department continues to working with homeowners and tenants affected by Hurricane Sandy. He added that they have had several complaints regarding the dust and sand left behind, which is being addressed by Public Works Dept.*

Nursing Division Report – Joan Campbell, RN

Seasonal Flu and Seasonal Influenza Vaccination Campaign

The Centers for Disease Control (CDC) notes that Connecticut is experiencing regional cases of influenza at this time. The nurses are monitoring influenza-like illness in the schools and are sending weekly updates to the Health Department for review.

A clinic for the City of Milford Employees and Board of Education Employees was held on December 10th at the Parsons Building.

We will continue to offer the Influenza Vaccine at our December, January and February immunization clinics at the Health Department. Both regular and high dose vaccine (for individuals over sixty-five years) will be offered.

Nurses working in schools with preschool age students are sending out reminders to parents/guardians that the Influenza Vaccine is required for all children age 24 – 59 months of age who are enrolled in PreK programs. This is a yearly requirement and must be done by December 31st. The State of Connecticut passed this new mandate last year.

School Health Services

The School Nurses are in process with the following state mandated screenings:

Vision: Kindergarten through Grade 6 and again in Grade 9

Hearing: Kindergarten through Grade 3, Grade 5 and Grade 8

Scoliosis: Grades 5 through 9.

Heights and weights, although not state mandated, are also done yearly on all students in Milford.

Two school nurses, Lisa Skawinski and myself, attended the FEMA course – Planning for the Needs of Children in Disasters on November 17th in Wethersfield, CT. We gained valuable information on how to address the unique needs of children prior to, during and following disasters. Lisa and I worked at the Jonathan Law Shelter during Storm Sandy.

Comments:

- *D. McBride stated that they have extended the deadline to December 28, 2012, for the Nursing Administrator position.*

Emergency Preparedness Reports

Regional/CRI Emergency Preparedness Report – Steve Maheux

Training and Exercises

The statewide Mass Dispensing Drill has run into some issues regarding participation in other Regions. We are currently awaiting updates from CT DPH regarding this exercise, tentatively scheduled for September, 2013.

Public Health Preparedness Contracts

The evaluation tool created by the Region 2 staff that will allow one Regional Mass Dispensing Plan review (the TAR) has been distributed to the Region 2 Mass Dispensing Areas. They are currently working on updating their plans for a February deadline. The CDC is planning a visit for March of next year to review the new Regionalized TAR.

A regional workgroup continues to work on an application to submit for Project Public Health Ready (PPHR) accreditation to the National Association of County and City Health Officials (NACCHO). The first draft is scheduled to be submitted in December, 2012

Local Emergency Preparedness/Activity Report - Tara Mustakos

Local Emergency Preparedness Contract

The Milford Health Department is still waiting to hear from the National Association of City and County Health Officials on the two applications submitted for Medical Reserve Corps (MRC) Capacity Building Grants. The Milford Health Department put together a proposal to develop a *Shelter Task Force* within our MRC. The purpose of this grant is to train a smaller group of MRC volunteers within our community on shelter operations to aid staff during an emergency.

Public Health Preparedness Activities

Public Health Preparedness partners met during a routine quarterly meeting in late November to discuss the aftermath of Hurricane Sandy. Part of the discussion was highlighting the difference in health departments' functions during and after the storm. In Milford, health department staff was responsible for shelter operations as well as environmental emergency response. Once the storm had passed the focus was on environmental recovery and the massive undertaking of housing and commercial inspections. The Environmental Health Division Chief and Emergency Preparedness Coordinator are continuing efforts in developing the Environmental Emergency Response plan for the Health Department. This plan will be a working document of all environmental health policies and procedures within the Milford Health Department.

The November meeting also highlighted the next upcoming exercise in September 2013. Planning efforts are starting for this full scale exercise in which local health departments can test part of their Mass Dispensing Plans. More information will be available to local health officers as the planning team expands.

Comments:

- *D. McBride stated that Long Term Sheltering is in the planning locally and regionally as part of the overall disaster response.*

Community Health Division Report - Deepa Joseph

Disease Surveillance

There were 18 cases of disease reported for the month of November, with chlamydia being the most reported disease. There was one laboratory confirmed case of seasonal influenza, which is our first case for this season. Influenza activity is increasing in the state based on surveillance data. Milford is seeing similar increases in influenza-like illness (ILI) through our ILI surveillance program.

Putting on AIRS Asthma Program

The Putting on AIRS asthma program received 16 referrals in November resulting in 56 total referrals for this contract year.

The CT Department of Public Health (DPH) did not receive funding from the EPA to support this program this year. As such, the grant we received through DPH decreased. In an effort to streamline costs related to the home visit, the Program Coordinator is working to provide basic asthma education in a group setting. This method allows for the education that takes place at the home visit to be more specific to just medication education thereby streamlining visit time. The first group class will be held in New Haven at the end of the month.

Grants Administration

The Community Health Coordinator is working with Dr. McBride to review all existing grants and anticipated funding levels for the upcoming contract year. The State has made reference to potential decreases in funding, which may have an impact on staffing and/or programming at the local level. As such, we are evaluating existing funding levels and developing contingency plans should funding decrease by substantial amounts.

Comments: None

Old Business:

Director's Report:

- *D. McBride stated that he is Chair of the Board of the COHI (Connecticut Oral Health Initiative). He added that dental health is at the forefront of the health agenda in the next with the focus on preventive aspect a top priority.*
- *D. McBride also stated that he is still working on providing a home visiting program for new mothers, and is working with the Visiting Nurses to enhance an existing program. D. Joseph joined him at a meeting with the VNA President, John Quinn to discuss this.*

New Business:

Adjournment:

J. Costello motioned to adjourn the meeting, seconded by M. Quintner and approved unanimously.

The meeting adjourned at 6:50 pm.

Respectfully submitted,

Beverly Hayes, BS
Recorder