

**Board of Health Meeting Minutes
December 11, 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
Warren Pawlowski, Board of Education Liaison

Board Members & Liaisons not present:

Mitchell Quintner, DMD
Ellen Beatty, Board of Alderman Liaison
Ray Vitali, Board of Alderman Liaison

Others Present:

Pam McLoughlin, New Haven Register

Health Department Staff Present:

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

H. Mulrenan called the meeting to order at 6:35 p.m.

Approval of Minutes – November 13, 2018

The minutes of the meeting held on November 13, 2018 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

Approval of Board of Health 2019 Meeting Dates

The 2019 dates were approved as attached on a motion by J. Cagginello and seconded by E. Judson.

Public Session: *None*

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

Anti-bligh activities: As of the week ending December 7, 2018 the Health Department received 196 general complaints from Milford residents. Of those 196 complaints, 43 were complaints of blight for the 2018/2019 fiscal year thus far. 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. Currently there are eighteen blighted properties undergoing enforcement action.

CRIDE(Collaborative for Residential Integrity for the Disabled and Elderly): The monthly CRIDE meeting was convened on December 3, 2017. Members of the Environmental Health Division provided updates on two active, ongoing hoarding and troubled housing cases. Representatives from several city agencies and departments, including the Senior Center and the Milford Family Resource Center, provide input and suggestions for addressing the needs of the residents of these properties. In each instance, an Environmental Health Sanitarian and the MHD Case Manager visited each property.

Environmental Health Staff Training/Development: **Lead: Steps to Achieving Compliance –** On November 2nd, MEHD staff members attended a training centered on enforcement of the Connecticut Lead Regulations. Presenter Judith Dicine, Supervisory Assistant State’s Attorney, reviewed the process of how to use the Connecticut Housing Court, when and how to refer cases and the required paperwork necessary to initiate a case with a State’s Attorney Housing Prosecutor.

Comments:

- *D. Joseph reported that the new FDA Code is scheduled to take effect on January 1, 2019 and that the State of Connecticut is still finalizing regulations that correspond with the new FDA Code.*

Nursing Division Report – Joan Campbell, MSN, RN

Seasonal Flu and Seasonal Influenza Vaccination Campaign: For the week ending November 24th, the Connecticut Department of Public Health reports that influenza activity has begun to increase more rapidly in CT and has been classified geographically as “regional”. A total of 151 positive influenza cases have been reported statewide for the current season with 37 being in New Haven County. A total of 55 hospitalized patients with laboratory-confirmed influenza have been reported statewide. One influenza-associated death in an individual greater than 65 years of age has been reported to date. The predominant circulating virus is Type A.

According to the CDC, flu activity in the United States has increased slightly. As in CT, influenza A type viruses are predominating across the country.

The Milford Health Department participated in the statewide CT DPH Influenza Vaccination Campaign by hosting a free flu clinic on Saturday, December 1st. It was well received by the public and 82 individuals came by to get their flu shot.

The Milford Health Department continues its seasonal influenza campaign with monthly immunization clinics held at the Health Department. We will continue to provide the influenza vaccine through March 2019. 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. The school nurses are providing influenza prevention and hand washing education in all of the schools.

School Health Services: Interviews for the two vacant Public Health Nurse positions will be taking place on December 20th.

Our two new nurses, Leeann Deloma and D'Arcy Jeffery attended the New School Nurse Workshop on December 5th and 6th. This learning opportunity is presented by the CT State Department of Education and is designed specifically for school nurses. It provides an overview of legal requirements, state laws and regulations regarding school health, standards of practice and competencies for school nurses, and the school nurse's role in student achievement, special education, and academic success along with many other important areas.

Southern Connecticut State University Nursing Students: The Health Department continues to provide a learning experience in school nursing for senior nursing students from Southern Connecticut State University. Three students from SCSU began their rotation in Milford last month and have since concluded their school nurse experience here. The students worked with the school nurses in assessment of students, providing daily care, performing mandated screenings and learning the role of the school nurse in the education environment.

Comments:

- *D. Joseph commented that the state-sponsored flu clinic held on Saturday, December 1st was a success. Staffed predominantly by volunteers, the event was a preparedness exercise at which nurses administered 82 flu vaccinations.*
- *D. Joseph reported that panel interviews for candidates for the 2 vacant Public Health Nurse positions will be held on December 20th. E. Judson asked about the adequacy of the substitute nurse pool. D. Joseph responded that the pool is good but is being used every week because of these vacancies.*
- *H. Mulrenan asked if the New School Nurse Workshop is a new event. D. Joseph explained that Connecticut State Department of Education does not hold the workshop every year, but that, when it does, the Department sends any new nurses who have not yet had the opportunity to attend.*

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

The Milford Health Department (MHD) administered 82 flu shots at a special Saturday clinic on December 1st. The clinic was held from 8:30 AM to 11:30 AM and conducted as a Full Scale Exercise (FSE) drill. Communications to the public as well as Just-In-Time training to volunteer nurses were two of the objectives to test. Public Information included use of the Region 2 sign trailer, housed and maintained by the Milford Fire Department, press release, sandwich board signs and flyers. All the elements of clinic planning are part of Milford's Mass Dispensing Plans which are required by federal guidelines to be tested no less than every five years.

MHD representatives participated in the monthly meeting of Emergency Support Function (ESF) 8, Public Health and Medical, on November 14th. The Region 2 community and hospital Hazard Vulnerability Assessments (HVA) were due the end of the month. The HVA results will be pooled and used to determine hazard priorities for Region 2 as a whole. Discussion is scheduled for the December 12th meeting date.

A meeting was cancelled for directors of health in Mass Dispensing Areas (MDAs) to discuss CT Department of Public Health's (CT DPH) intention to consolidate MDAs in Region 2.

A test of the Regional Emergency Planning Team redundant communications drill spearheaded out of New Haven was conducted on November 15th. MHD has six contacts on the Regional contact list in the event of a public health emergency.

Another training of "Until Help Arrives" was hosted for the Milford Medical Reserve Corps (MRC)/Community Emergency Response Team (CERT) volunteers. The MHD Volunteer Coordinator and representatives from the Milford Fire Department present to non-medical volunteers how best to help in the event of an emergency until first responders can arrive on scene. The program is based off the Ready.gov national curriculum and has been hosted numerous times in Milford alone through MHD. A 2018 year end report will be provided for the January meeting.

Comments:

- *D. Joseph reported that students from University of New Haven continue to develop a program for emergency preparedness volunteers.*
- *D. Joseph added that the Department has submitted a proposal for an intern from the Yale School of Public Health.*
- *A discussion ensued about MRC and CERT volunteers. W. Pawlowski asked how many members comprise a CERT team. D. Joseph responded that there are 9 to 12 on each team. Milford currently has 2 teams with a third team currently working through the formation process.*

Community Health Division Report - Jennifer Clarke-Lofters

Communicable Disease Surveillance: There were 30 cases of disease reported for the month of November, with Influenza 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. September 1, 2018 started a new programmatic year and thus far we have received 35 referrals. For the year we have completed 7 initial home visits, 10 second and 9 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. We have completed strategic priorities and the consultant is working on finalizing a completed draft of the plan. We will soon develop a dashboard to help organize the current work and steps forward. 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. We have learned that our funding from

SERC for the implementation of PLTI was not approved. However, we still plan to implement PLTI coming January 2019. We are in search of other outside funds to assist with the funding such as People's United Bank, United Way of Milford and other local community resources. Our mini grant through SERC to work with our PLTI alumni will end in December. We have successfully completed the main deliverables and will wrap up final items in the upcoming weeks. 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. We are continuing to work with Fair Haven Community Health Center (FHCHC) to develop a contract to meet the deliverable for the Prevention Services Initiative (PSI) grant. We also are now participating in biweekly technical assistance phone calls to stay on track with this process.

Comments:

- *D. Joseph reported that the MHD was awarded the second phase of the Prevention Service Initiative State Innovation Model (SIM) grant. The Department is currently negotiating a contract with the Fair Haven Community Center to provide Putting on Airs services through the Center. Referral to the Department's services is already included as part of Fair Haven's Asthma diagnosis work flow via their electronic health records. C. Young asked if such a system could be set up for referrals from Milford Hospital. D. Joseph responded that it could be possible to expand upon the success of the model the Department is currently developing with Fair Haven. J. Cagginello asked if Putting on Airs serves adults as well as children. D. Joseph responded that the majority of clients are children; however, caregivers may provide services to adults as an extension of a pediatric referral.*
- *D. Joseph reported that the draft of the Department's strategic plan should be finalized in January.*

Old Business: *None*

Director's Report: *Deepa Joseph, MPH*

- *D. Joseph announced that Lesley Darling has accepted the full-time position as Program Coordinator for the Human Services Department. Lesley will continue to serve as case worker for the Health Department as well.*
- *Discussion ensued about the Health Department's budget for the 2019-2020 Fiscal Year. Requesting the reinstatement of the Deputy Director position, D. Joseph recently presented the need for additional manpower during the initial budget meeting. E. Judson commented that this would allow for more grant writing.*
- *Discussion ensued about the PLTI program. W. Pawlowski reported having requested funding from the Board of Education for the PLTI program. The BOE's response was that it does not provide that type of funding. D. Joseph reported that some funding will come from Human Services. In addition, the Department has requested funds from the United Way and Peoples Bank. With Kids Count as the receiving organization, an alumna of the program raised \$420 via a social media fundraising campaign. J. Cagginello asked about running the program through Milford Adult Education, including publicizing it via the Adult Ed offerings book. The PLTI schedule does not allow for*

inclusion in the book, but Lesley Darling is reaching out to Milford Adult Ed regarding support for the program. D. Joseph explained that, because the program is being run without have received grant funding, facilitators' fees, one of the programs major expenses, may be negotiable this year.

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