

**Board of Health Meeting Minutes  
January 28, 2014**

**Board Members & Liaisons Present:**

Constance Young, EdD, RN, Chairperson  
Joan M. Costello, BSN, RN, Vice Chairperson  
Atty. Christine M. Gonillo, Secretary  
Ernest Judson  
Holly Mulrenan, BSN, RN, MS  
Laura Fucci, Board of Education Liaison

*Board Members & Liaisons not present:*

William F. Lynch, MD  
Mitchell Quintner, DMD  
Ray Vitali, Board of Alderman Liaison  
Greta Stanford, Board of Alderman Liaison

*Others Present: None*

*Health Department Staff Present*

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

C. Young called the meeting to order at 6 p.m. She then turned the meeting over to E. Judson for the Election of Officers.

**Election of 2014 Officers**

The following officers were elected for 2014 and approved unanimously:

Constance Young, Chairperson on a motion by J. Costello, seconded by E. Judson.  
Joan Costello, Vice Chairperson on a motion by E. Judson, seconded by H. Mulrenan.  
Christine Gonillo, Secretary on a motion by C. Young seconded by J. Costello.

The meeting was turned back over to, C. Young elected Chairperson.

**Approval of Minutes – November 19, 2013**

The minutes of the meeting held on November 19, 2013 were approved unanimously on a motion by E. Judson and seconded by J. Costello.

**Acceptance of 2014 Board of Health Meeting Dates**

Acceptance of 2014 Board of Health Meeting dates were approved unanimously on a motion by E. Judson and seconded by H. Mulrenan.

**Public Session:** None

**Environmental Division Report – Laura Miller**

Anti-blight activities:

As of the week ending January 25, 2014, the Health Department received 36 total complaints of blight since the beginning of the 2013/2014 fiscal year. This number seems to be normal given that the same time last year we received 42 complaints. Since the ordinance went into effect in September of 2009, the Division received a total of 481 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.

Properties that fail to comply with the orders defined in the Notice of Violation are referred to the City Attorney's office for enforcement action. A lien is placed on the land record and the owners of these properties are fined \$100 for each day the violation(s) continue to exist after the compliance date specified in the notice of violation. Once the lien is placed on the land records, after six months if the condition of the property continues to decline, MHD will request the City Attorney foreclose on the property.

Food Protection Program: During the months of December 2013 and January 2014, Food Service Establishment license renewal letters were sent out to 396 food service establishments for the 2014 licensing year. The health department licenses 25 itinerant food vendors and 11 concession stands located at various baseball fields around the City.

*Comments: None*

**Nursing Division Report – Joan Campbell**

Seasonal Flu and Seasonal Influenza Vaccination Campaign

The Connecticut Department of Public Health reports that influenza activity is continuing to increase in CT and has been classified geographically as “widespread”. A total of 1,485 positive influenza cases have been reported statewide for the current season with 367 being in New Haven County. A total of 311 hospitalized patients with laboratory-confirmed influenza have been reported statewide. Three influenza-associated deaths in individuals greater than 50 years of age have been reported.

Influenza activity remains high nationwide. 2009 H1N1 viruses are predominating for the first time since the pandemic. On December 24, 2013, the Center for Disease Control distributed a Health Advisory notice to clinicians stating that they had received a number of reports of severe respiratory illness among young and middle-aged adults, many of whom were infected with influenza A (pH1N1). They indicated that for the 2013-2014 season, if pH1N1 continues to circulate widely, illness that disproportionately affects young and middle-aged adults may occur. The Milford Health Department continues its seasonal influenza campaign with a December clinic held at the Beth El Shelter. Residents of the shelter, along with those individuals utilizing the shelter for lunch, were offered the influenza vaccine. We will continue to provide the influenza vaccine through February 2014 at the monthly immunization clinics 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. The school nurses are providing influenza prevention programs in all of the schools.

#### First Visit Program

The *First Visit* Program of Milford had its first Advisory Committee meeting on November 20, 2013. The Milford Health Department in collaboration with the South Central Visiting Nurse Agency is offering this program to new mothers and fathers in Milford. New parents receive nursing support to help give their babies the best possible start in life. The chair of the committee is Senator Gayle Slossberg . The VNA reports that referrals are being made by local physicians and hospitals. The next Advisory Committee meeting is May 20, 2014 at 9 am at the Milford Health Department.

#### School Health Services

The three new Milford school nurses attended the two-day, new school nurse orientation program offered by the CT State Department of Education on November 18<sup>th</sup> and December 5<sup>th</sup>. All of the nurses indicated that this program was very beneficial to their knowledge of school nursing practice. They continue to be mentored by the Lead Nurse along with experienced school nurses and the Director of Nursing.

In December, the nurses received training on OSHA's new Globally Harmonized System of Classification and Labeling of Chemicals. These new standards will further improve the safety and health protection of workers and involve hazard classification, new label elements and safety data sheets. The training was provided by H.D. Segur Insurance.

We are currently in the process of hiring a school health clerk as there is a vacancy at the middle school level. This is a 19 hr/week seasonal temporary position. The job description has been updated as the duties have changed since its inception. There were 13 applicants and six interviews were conducted last week.

*Comments: None*

### **Emergency Preparedness Reports – Tara Mustakos**

#### Local Emergency Preparedness Contract

The second and third planning meetings have been productive for the Regional Mass Dispensing exercise to be hosted by the Connecticut River Area Health District (CTRAHD, Old Saybrook). Representatives from the Milford Health Department met with a workgroup to review materials for one of the main stations of the point of dispensing (POD) to be evaluated. Additionally, the statewide workgroup met in December and January to update job action sheets (JAS) and just in time training (JITT) forms as part of a Cities Readiness Initiative (CRI) grant deliverable. There is no funding stream for this grant as of August 2013.

The Department of Emergency Services and Public Protection (DESPP) and the state health department have several exercises and events scheduled in the coming months which local health departments are expected to participate. These include:

April 2014: Point of Dispensing Regional Exercise, Old Saybrook

May 2014: Durham Fair Mass Casualty Regional Response, Durham

June 2014: Centers for Disease Control and Prevention (CDC) drill to test CT Department of Public Health (DPH) Mass Distributing capabilities

June 2014: Governor's Annual Emergency Preparedness and Planning Initiative (EPPI), Statewide

#### Public Health Preparedness Activities

The Local Emergency Preparedness Coordinator and MRC/CERT Coordinator both attended a training hosted by Milford's Emergency Dispatch center on Everbridge. Everbridge is the City's emergency call back system and recently went through an upgrade to be more user friendly and accessible to staff. The health department will be able to craft and send our own messaging directly from the health department headquarters, our computers at home or a smart phone as the new system is web based.

Milford Medical Reserve Corps (MRC) volunteers participated in Psychological First Aid training. The purpose of this event was to better prepare volunteers to assist with people in stressful events including pandemic clinic settings and emergency shelters.

Region 2 MRC coordinators continue to meet on a monthly basis; representatives include staff from Milford, West Haven, East Shore District Health Department (Regional MRC Lead), Wallingford and the Naugatuck Valley Health District. Two MRC meetings held December 18<sup>th</sup> & 19<sup>th</sup> in Milford and Branford were well attended by MRC volunteers. Meteorologist Erin N. Norris spoke at both locations. Ms. Norris discussed a variety of weather related topics including climate change, global warming, Hurricane Sandy, Typhoon Haiyan and the recent tornadoes in Illinois. Invitations to both of the December meetings were sent out via email.

A request was received from West Shore Middle School to have MRC/CERT team volunteers teach an emergency preparedness program to their after school groups. West Shore would like to begin using the STEP: Student Tools for Emergency Preparedness program by February.

*Comments: None*

### **Community Health Division Report - Deepa Joseph**

#### Disease Surveillance

There were 45 cases of disease reported for the months of November and December, with seasonal influenza being the most reported disease. Reports of influenza locally follow state and national trends with increasing activity with each month.

#### Parent Leadership Training Institute (PLTI)

The Health Department obtained a grant in the amount of \$34,067 to implement the Parent Leadership Training Institute (PLTI) in Milford. 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. PLTI will kick-off with 21 participants who attended a one-day retreat on Saturday, January 11, 2014 at the First United Church, Congregational in Milford. Several guests of honor welcomed the class at the retreat including Mayor Blake, Representative James Maroney, Representative Paul Davis, Dr. McBride, Dr. Feser, and others.

Putting on AIRS Asthma Program

The program received a total of 14 referrals for the month of November, resulting in a total of 48 referrals for this contract year. Of the 48 referrals received this year, 8 referrals were in Milford. Local pediatric providers have increased their referrals into the program, along with school nurses and community organizations.

Healthy Homes Grant

The Milford Health Department receives grant funding through the CT Department of Public Health (DPH) to implement a Healthy Homes assessment program. The Healthy Homes Program takes a comprehensive approach by focusing on housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The programs looks at a variety of environmental health and safety concerns including mold, lead, allergens, asthma, carbon monoxide, home safety, pesticides, and radon. The Milford Health Department has conducted 11 assessments to date this contract year.

*Comments: None*

**Old Business:**

**Director's Report:**

- Dr. McBride reported that at a recent budget meeting with the Mayor, the Mayor requested that the idea of merging the Milford Department of Human Services into the Health Department be investigated. Dr. McBride discussed the proposed services, organizational structure, cost estimates; however, Dr. McBride stressed that more information is necessary in order to develop a complete implementation plan.
- D. McBride discussed proposing School Based Health Centers in the Schools stating that the previous proposals never took root. H. Mulrenan stated that she viewed a news program of a successful clinic located with a school in Connecticut. L. Fucci offered to bring it to the Board of Education Long Range Planning Business meeting in February, and asked for materials detailing the proposal.

**New Business:**

**Adjournment:**

E. Judson motioned to adjourn the meeting, seconded by H. Mulrenan and was unanimously approved.

The meeting adjourned at 7:08 pm.

Respectfully submitted,

Beverly Hayes, BS  
Recorder