

MINUTES

BOARD OF HEALTH-TOWN OF FAIRFIELD

November 14, 2011

The Board of Health of the Town of Fairfield held a meeting on Monday, November 14, 2011 in the First Floor Conference room Sullivan Independence Hall, 725 Old Post Road, Fairfield.

MEMBERS PRESENT: Ronald Blumenfeld, Doug DeFauw, Ellen Marks, Carolyn Shea

ALSO PRESENT: Sands Cleary, Director of Health, Joanne Ryan, Nursing Supervisor, Maura Stokes, Secretary, and Dr. Henry Yoon, Medical Advisor to the City of Stamford Department of Health and resident of the Town of Fairfield.

I. CALL TO ORDER BY THE CHAIRMAN

Ronald Blumenfeld, Vice Chairman, called the meeting to order at 7:32 p.m.

Ronald Blumenfeld acknowledged that this is Ellen Marks' last meeting serving as Secretary to the Board of Health. On behalf of the Town of Fairfield and Board of Health, Ellen Marks was given sincere thanks for her years of service and wished well for future endeavors.

II. MINUTES – BOARD OF HEALTH MEETING – October 17, 2011

Clerical Corrections: Section III A-2: second to last sentence should read "...off the plate of..."

Carolyn Shea moved and Ellen Marks seconded the motion to approve the Minutes of the October 17, 2011 Minutes as amended. The motion passed unanimously.

III. REPORTS

A. Director of Health

1. **FLU CLINICS:** Sands Cleary reported due to the low turn-out numbers from the first large flu clinic, advertisements were run in all of the local newspapers as well as the utilization of web updates and emails to make citizen aware of the second clinic. The results remained low turn-out numbers: approximately 100. Sands Cleary spoke with other Health Directors in the area who indicated similar turn outs at their flu clinics. Dr. Yoon stated that he is also seeing similar results in Stamford. Sands Cleary reported that the Health Department will plan two flu clinics at the Fairfield Public Library and also continue to offer the vaccine through the Public Health Nursing office.

2. **PUBLIC HEALTH PREPAREDNESS GRANT:** The Modified Resolution which was approved by the Board of Health last month was also approved by the RTM sub-committees and the RTM. The Contract was prepared and sent to the State of Connecticut.

3 ORDERS: Mr. Cleary reported there were two orders issued from the Health Department regarding housing for failure to obtain a Certificate of Rental Occupancy. There are no pending legal actions relating to these orders. Mr. Cleary also stated that in his role on the Condemnation Board, two orders of Condemnation were issued. One is for a retaining wall which was constructed without permits and is in danger of collapse. The second is for a collapsing garage. These two orders have time frames involved and may require legal action.

4. OCTOBER WINTER STORM (ALFRED) A request was made for the Health Department to respond and assist with the opening an Emergency Shelter. Sands Cleary and Joanne Ryan reported to the shelter. There were four residents who utilized the shelter for approximately three hours until the power was restored. At approximate 10 pm the shelter was closed. This storm had a far more significant impact on other parts of the state. Three of our MRC nurses in addition to other volunteers were able to support the Danbury Special Needs Shelter which was set up by the City of Danbury and Danbury Hospital at Western Connecticut State University. As resources across the region became depleted, two of our staff nurses were able to support shelters in need of support. One nurse, Ms. Vipond worked at the Danbury Shelter from Friday evening through Sunday evening; and Ms. Pacifico traveled to Bloomfield to work a 9am – 5pm shift.

Mr. Cleary serves as Co-Chairman for the Region 1 Emergency Support Function 8 (ESF-8) Public Health and Medical. Part of Mr. Cleary's role as Co-Chairman includes assessing all region 1 local Health Departments to determine if they are experiencing demands beyond their capacities and to assist with obtaining assistance to help with activities such as outbreak investigations, food service facility closures or food embargos. There were no requests for assistance in this regard. Mr. Cleary acting in the dual role of ESF-8 Chair and MRC Director assisted in the deployments of Medical Reserve Corps volunteers across the State of Connecticut during this storm crisis.

The State Department of Emergency Management Regional Coordinator sent First Selectman Tetreau an email which thanked him for sharing the assets of the Town of Fairfield during the storm emergency crisis. In the email, there were eight itemized resources provided by the town, and five came from the Health Department. The State of Connecticut acknowledged and complimented the Town of Fairfield for understanding and utilizing regional planning, asset management and support services offered to other towns during this emergency crisis.

5. BUDGET: Mr. Cleary stated that the preliminary 2012-2013 budget planning has begun. There will be no significant changes and no request for an increase in non-payroll/benefit line items.

6. HURRICANE IRENE: Hurricane Irene storm assessment continues. There was a public forum held. Meetings continue with the First Selectman for future planning. The Health Department staff developed an After Action and Improvement Plan identifying areas of strengths and weaknesses in relation to our response to Hurricane Irene. The staff will continue to work on the items outlined in the draft document.

The Health Department staff will begin training for a call-center exercise with the intent of providing a resource to handle non-emergency calls that were previously directed to the Emergency Communication Center (911 Operators) during storms or other events. The Health Department had previously had phone lines installed in the First Floor Conference Room of Sullivan Independence Hall and has used the room as a call center several times. By utilizing these lines for non-emergency calls, the 911 operators can focus their attention on essential emergency calls only. The exercise is still in the planning phase.

7. SHINGLES VACCINE: Mr. Cleary stated we are looking into offering the Shingles vaccine. Upon Dr. McDonald's review and approval, we hope to begin offering the vaccine at the Public Health Nursing Office. We will reach out to the Senior Center to offer a Shingles Vaccine clinic for senior citizens. Ms. Ryan stated that the vaccine can be returned to the manufacturer if we do not use it.

B. Public Health Nursing Supervisor:

1. SCHOOL NURSES The school year is going very well. The nurses were offered the TDAP vaccination (Tetanus, Diphtheria, and Pertussis). The vaccine was recommended by the State of Connecticut for health care workers or those in contact with children who may be too young to be immunized against Pertussis (whooping cough). This vaccine was well received by the nurses.

2. UNION NEGOTIATIONS The nurses’ union negotiations have begun and seem to be going smoothly.

3. DATABASE The database project is bigger than originally imagined. We are now looking at Fall 2012 for implementation of this database. This is a state of the art program for the nurses. The programmer has included in this program an audit feature which is a major improvement and key feature. This audit includes a “time stamp” for any log, notes made, or changes to notes made. There are many, many features and “moving parts” to this program. With each meeting with the programmer, the database program continues to be tweaked and edited with features to meet our needs. This program will be tied into the Board of Education’s database. This will be a secure web based program which will allow us to see both the public and private school children’s records.

IV. COMMUNICATIONS:

- 1. NALBOH Newsletter

V. OLD BUSINESS

1. BOARD POSITIONS: Dr. Hen has submitted a letter of recommendation for Denise Susan Walsh as a Board of Health Candidate.. The Board has unanimously agreed to forward the recommendation to the First Selectman. Carolyn Shea has expressed her willingness to continue as a Board member for the Board of Health. Mr. Cleary stated that according to the Town Clerk, re-appointments are done by the Board of Selectmen. Ms. Shea’s name will be sent to First Selectman Tetreau as a recommended candidate for re-appointment.

VI. NEW BUSINESS

ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 8:18pm.

The meeting adjourned

Respectfully submitted,