



Town Of Fairfield

BOARD OF HEALTH

~ MINUTES ~

February 13, 2012

The Board of Health of the Town of Fairfield held a meeting on Monday, February 13, 2012 in the Second Floor Conference room, Old Town Hall, 611 Old Post Road, Fairfield, Connecticut.

MEMBERS PRESENT: Dr. Jacob Hen, Sue Brand, Carolyn Shea, Dr. Thomas Braun Kevin Lennon,

ALSO PRESENT: Sands Cleary, Director of Health, Joanne Ryan, Nursing Supervisor, Maura Stokes, Recording Secretary.

I. CALL TO ORDER BY THE CHAIRMAN

Dr. Jacob Hen called the meeting to order at 7:30 p.m.

II. MINUTES – BOARD OF HEALTH MEETING – January 09, 2012

Content and Clerical Corrections discussed. Sue Brand moved and Carolyn Shea seconded the motion to approve the January 2012 Minutes as amended. The motion passed unanimously.

III. REPORTS

A. DIRECTOR OF HEALTH

1. EMERGENCY CALL CENTER EXCERCISE:

*On January 26, 2012, the staff of the Health Department and Public Health Nursing Office coordinated the first “Fairfield Call Center Exercise” as a joint effort with I.T., Public Works, Fire and Police Departments as well as ECC, MRC and CERT.

*Ten phone lines were activated in the First Floor Conference Room of Sullivan Independence Hall as “Hot Lines” along with laptop computers which were all pre-loaded with a Call Center database developed by the I.T. department based upon the Public Works current work order program. 9 lines were actively used as call-in lines and one line was reserved for use by an on-site Emergency Communications Center operator should the need arise to address a caller with a 911-type emergency outside the scope of a call center volunteer.

*18 town staff volunteered to be data entry operators. They were trained in the database by Cyril Clancy and Sands Cleary.

*Sgt. Gunter, Fairfield PD, and Lyn Erasmus, ECC operator presented various types of call scenarios that come in thru the emergency communication system so that volunteers could identify potential callers who should be directed to hang up and dial 911 directly.

*Preliminary After-Action items show that overall the exercise was very well received by all departments involved in the exercise. There are some areas in need of improvement with flow of calls and refreshing of pages on the database. More training and familiarity with the database is necessary for the volunteers. There are many potential uses of this type of call center also being explored.

2. AFTER HOURS STAFF CALL-OUT DRILL

*58 staff members were sent a “call-out” to their home and/or cell phones via the voice broadcast system for a total of 109 calls. The calls were achieved within four minutes.

*Within 10 minutes 57% (33 staff members) called back in to indicate whether or not they could report to a mass dispensing site within four hours. Within 20 minutes, 64% responded (37 staff members) at which point the drill ended.

3. COMMITTEES, COMMISSIONS & BOARDS

*Emergency Support Function-Region-8 (ESF-8):

-First LTC-MAP workshop training session held Jan. 31, 2012 at the Fire Training Center.

-40 attendees included regional responders including Police, Fire, EMS, DPH, Local Health Departments as well as vendors and facility representatives.

*Shelter Planning – A new shelter plan is being developed. A staff member will be attending a regional meeting next week. The current plan is outdated and will be updated to conform to the procedures implemented during Hurricane Irene.

*IMPACT – Dr. McDonald is looking into the use of the IMPACT in other school systems.

*Budget – The Budget process is going well. The first meeting with the Board of Finance is March 06, 2012.

*Citizen Corps Council Meeting - The Health Department along with Deputy Fire Chief Reid on behalf of First Selectman Tetreau submit a nomination for a Cert Unit Merit Citation. The annual meeting is in early March and we hope they will be recognized for their efforts at the emergency shelter during Hurricane Irene.

*PTA Council Meeting – Sands Cleary, Joanne Ryan & Dr. McDonald attended the PTA Council Meeting in February. Sands Cleary gave a talk regarding the Health Departments role; covered the topic of indoor air quality; gave an update on the issues of PCB's regarding the window replacement program at Fairfield Ludlow High School; addressed questions regarding Tools for Schools, and questions regarding issues regarding various school buildings. *

*Public Health & Safety Committee RTM - Sands Cleary will give a presentation to the RTM subcommittee next week similar to what was presented to the PTA Council.

*Radon Awareness - A presentation was given at the Fairfield Public Library regarding Home Radon Awareness. The State of Connecticut Department Public Health provided free home radon testing kits to residents who attended the presentation.

*Fairfield Cares Task Force – The Health Department contributed to the Fairfield Cares Task Force for the development of “The Parents Guide to Prevention of Alcohol, Tobacco, and other Drug Use” booklet.

B. PUBLIC HEALTH NURSING SUPERVISOR:

1. MEDICATION REGULATIONS

*Joanne Ryan met with the Central Office Staff to clarify the new regulations as outlined in the Medical Regulations.

*Joanne Ryan and Sands Clearly will meet with the Attorney for the Board of Education to clearly interpret the language defining extra curricular activities strictly for defining nurses the actual responsibilities.

2. DATABASE

*Programmer continues to design the program to fit the specific needs of our Nursing staff.

3. FLU CLINICS

*Vaccines continue to be available at the Public Health Nursing office by appointment.

VI. COMMUNICATIONS:

(none)

V. OLD BUSINESS

(none)

VI. NEW BUSINESS

Sue Brand and Dr. Thomas Braun seconded to adjourn the meeting. The motion passed unanimously.

ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 8:35 pm.

The meeting adjourned

Respectfully submitted,