

CHATHAM HEALTH DISTRICT

Serving the Towns of East Haddam, East Hampton, Haddam, Hebron, Marlborough & Portland

BOARD MEMBERS

Peter Hughes, *Chairman*
Mark Walter, *Vice Chairman*
Candace Casale, *Treasurer*
Susan Bransfield
Howard Dean
Kate Morris
Andrew Tierney

DISTRICT HEALTH DIRECTOR

Thad D. King, *MPH, RS*

April 27, 2010

9:00 AM

Chatham Health District Conference Room (240 Middletown Avenue, East Hampton)

Present: Mark Walter
Susan Bransfield

Candace Casale
Andrew Tierney

Peter Hughes

Other: Thad King

1. Call to Order

Chairman Hughes called the meeting to order at 9:14am.

2. Aflac Presentation

Representatives had not yet arrived, presentation tabled.

3. Approval of Minutes

Motion was made by Ms. Bransfield, seconded by Ms. Casale, to approve the minutes of the March 30, 2010 meeting as written. Vote was unanimous in favor.

Leslie Moleskin arrived for Aflac. Presentation of Aflac programs available to the District were presented.

Mr. King stated that there is interest among staff to participate in some programs. The program participation is totally voluntary, and paid by the individuals through payroll deduction, pre-taxed. A brief discussion was held regarding finding a program for long term disability possibly through Aflac in the future to reduce down the number of sick days that an individual carries. Motion was made by Chairman Hughes, seconded by Mr. Walter, to support offering the voluntary participation in the Aflac programs. Vote was unanimous in favor.

4. Public Remarks

There were no members of the public present.

5. Communications

Mr. King presented the Board with an updated revenue and expenditure report, reflecting a projected end of year \$20,000 surplus.

Mr. King presented the Board with a new EPA lead regulation requiring contractors to receive training in lead safe practices for projects over 6 square feet, in homes built prior to 1978. Brief discussion was held regarding the Districts role in enforcing the regulation and providing training.

Mr. King discussed the vaccination survey results. 57% of the individuals that stated that they did regularly receive the flu vaccine would be interested in receiving vaccination at a public clinic. Middlesex Homecare has stated that they will purchase the vaccine and will administer the clinic. The billing for the vaccine will be conducted by Middlesex Homecare.

Mr. King stated that he did receive a call stating that we will be receiving the Food Service Grant through the FDA for \$2500.

An order was issued for 88A Marlborough Street Portland. This is a reoccurring housing issue.

Mr. King stated that there has been no response or compliance for 16 East High Street East Hampton by either the tenant or the landlord as verified by a recent reinspection. The matter will be forwarded on to Atty Holtman for further enforcement.

Mr. King stated that he did attend a hearing at DPH for a housing matter in East Haddam. DPH maintains that the property owner is responsible for making the repairs and has requested the District assist the property owner in working with the tenant in completing the repairs.

6. Emergency Response Planning Update

Mr. Kramer distributed copies of a mass dispensing list which would be helpful for each town to complete in the event of an emergency. This would be completed by each emergency management director with a copy giving to the District to keep record. Mr. Walter requested that Mr. Kramer electronically send this information to the EMD's with a statement that the Board of Health will follow up with the completion. This information is requested to be completed and returned prior to June for TAR compliance.

Mr. Kramer briefly discussed Everbridge, a program that could replace Alert Now with much more functionality. There is a cost savings with Everbridge and a GIS component associated with it. A presentation is set up on Thursday May 13th at 6pm for the EMD's. The Board members are encouraged to attend. The information collected with Alert Now is completely compatible with Everbridge.

Mr. Kramer stated that a test of the Alert Now was recently conducted with District staff and EMD's.

The regular meeting was recessed at 10:07 to hold the public hearing. The regular meeting reconvened at 10:10.

7. Director of Health Report -Food Service Inspection Report

Mr. King stated that 36 of the 43 scheduled inspections were completed, for 82%. Mr. King presented the Board with a full inspections report for the year.

8. New District Member Town(s) Discussion

Mr. King stated that Colchester is in the process of forming their study committee. The first meeting is to be held in May.

Mr. King also stated that Killingworth has contacted him regarding interest in contractual services. He will be working to put a draft contract together and will present to the Board when completed.

9. Public Access to Web-based System

Nothing new to report.

Garrison is moving forward and has been very responsive to comments from staff. The District is currently looking at equipment options for field work.

Discussion was held regarding food service inspections and public access to reports.

10. Susan G. Komen Grant Overview

Mr. King stated that the District has received a \$50,000 grant from Susan G. Komen. Vickie Han will be the program director. The program will primarily focus on the Town of Cromwell but will be promoted though out the District. A local event is scheduled at Paul's and Sandy's on Mother Days which Vickie will be participating in. The B-CAP collaborative group will continue to meet. In addition, the District will work to pull in local foundations working on cancer related activities. The District has begun to form a team (Chatham Champions of Hope) to participate in the Susan G. Komen Race for the Cure on June 5th at Bushnell Park for anyone wanting to join.

11. Unified Housing Code

Mr. King stated that three of the six towns have housing code; East Haddam 1966 (revised 1968), Portland 1966 and East Hampton 1975. Mr. King suggested that a unified housing code would provide clarity throughout the District. Brief discussion was held regarding the process for adopting a code; either through individual towns or the District. The consensus of the board was to have the District develop the code and send it out to the towns for comment.

Mr. Mitchell presented his Masters project; A Guide to Homeowners. Mr. Mitchell stated that he must contact a few Google sites to request the use of pictures that he collected and used in the booklet prior to posting for public viewing.

Mr. Mitchell discussed the International Property Maintenance Code and the use of it as a model code for the District. Discussion was held regarding the number of housing complaints received and investigated and the lack of knowledge of landlords and tenants as to rights and processes. The Board agreed that a unified code would be greatly beneficial to the District and requested a draft model code be for presented for review at the June meeting.

12. Possible Action on Proposed (Revision 2) Fee Schedule

Motion was made by Ms. Bransfield, seconded by Mr. Walter to adopt the Proposed (Revision 2) Fee Schedule as presented. There was no discussion. Vote was unanimous in favor.

13. Old Business

New District Member Town(s) Discussion-*previously discussed*
Public Access to Web-based System-*previously discussed*

14. New Business

There was no new Business to discuss.

15. Adjournment

Mr. Tierney stated that this would be his last Board of Health meeting. He anticipated resigning prior to the next meeting. The new Hebron Town Manager would be representing the town in the future. The Board thanked Mr. Tierney for his time and serving on the Board. Following no further business, motion was made by Mr. Tierney and seconded by Ms. Bransfield to adjourn the meeting. Meeting was adjourned at 10:45am.