

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
Bonnie Therrien

DISTRICT HEALTH DIRECTOR

Thad D. King, *MPH, RS*

August 31, 2010

9:00 AM

East Hampton Town Hall Meeting Room (20 East High Street East Hampton CT)

SPECIAL MEETING OF THE CHATHAM HEALTH DISTRICT BOARD OF HEALTH

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|----------|---------------------------------|-----------------------------------|-----------------------------|
| Present: | Mark Walter Susan Bransfield | Candace Casale Bonnie Therrien | Peter Hughes Howard Dean |
| Other: | Thad King | | |

1. Call to Order

Chairman Hughes called the Special meeting to order at 9:13am.

2. Approval of Minutes

Motion was made by Ms. Bransfield, seconded by Mr. Dean, to approve the minutes of the June 29, 2010 meeting as written. Vote was unanimous in favor, with Ms. Therrien abstaining.

3. Public Remarks

There were no comments from the public.

4. Communications

Mr. King presented the Board with a listing of State of CT funds received for FY2010, a total of approximately \$226,000 in grants.

Mr. King noted an initiative with DEP and DPH for wood burning and wood burning smoke nuisance. Training will be provided by DPH for inspections of nuisance complaints.

Mr. King stated that the District would be receiving approximately \$14,000 in funding for lead prevention. Funding granted is based on the number of elevated cases from last year. The District followed up on six cases last year. There is no budget reporting required for these monies. Monies will be used to offset the operating budget in the areas supporting follow up and investigation.

Mr. King noted that the Community Block Grant (Cancer Control Coordinator) has been executed.

Mr. King also noted that allocations were received for both the Per Capita Grant and the Emergency Preparedness Grant.

A hearing was attended at DPH regarding a housing code complaint in Portland (88 Old Marlborough Turnpike). The order was upheld and the property owner is cooperating.

5. Emergency Response Planning Update

Mr. Kramer stated that the District received a score of 73 on TAR, much better than in the past. Mr. Kramer stated that the District really needed to work on establishing a distribution site for storing of SNS supplies. Additionally, the State is also beginning to focus more on planning for special population "shut-ins".

Mr. Kramer stated that he will be meeting with the EMD's this evening to discuss the upcoming flu clinics.

Discussion was held regarding Everbridge callout system. Mr. King discussed the GIS component of the system. Mr. King stated that each Town would require separate contracts with Everbridge, with the District being the payer. The Towns would need to establish an administrator for the system, (possibly the EMD's). In the event that the District required a message to be sent out, it would have to go out through each town. The price would be \$.89 per household for the first year and \$.49 per household after the first year. Mr. King is hopeful that there will be a contract available for the next Board meeting. Alert Now requires a 30 day cancellation notice.

Mr. King discussed the school aged clinics that are being coordinated. There are approximately 800 registrants to date. Notices went out in the spring and a second notice will be going out to all students during the first week of school.

The ICS 300 and 400 courses begin Thursday night. There are approximately 25 people signed up.

6. Cancer Control Planning Update

The last BCAP meeting was very well attended. Referrals have increased and outreach has been very successful. The Avon Grant has been applied for.

The meeting was recessed for the Public Hearing at 10:00. Meeting resumed at 10:40am.

7. Director of Health Report

-Food Service Inspection Report

Mr. King stated that he did not have a count to present but that inspections have been decreased due to vacations and sewer inspections and no contractual assistance. Mr. King stated that assistance was requested by staff. However he was unable to find anyone to help out. Vickie Han is scheduled to begin her field certification and will soon be available to assist with inspections. Mr. King will be assigning one staff member exclusively to food service in an effort to increase inspections.

Garrison is finalizing the remainder of punch list items to be completed and should soon be ready to go live.

Staff is preparing for the number of temporary events.

Mr. King met with the Public Health Agency for Killingworth. They are conducting a community health assessment. An audit is expected to be completed by the end of September. Amanda Clark with DPH completed an audit of the District and we are awaiting results.

Mr. King was requested to make a presentation to the Colchester Study Committee regarding an overview of the District. The District was also asked to participate in distribute surveys to “stakeholders” regarding customer satisfaction.

8. Unified Housing Code Update

There was no update.

9. Possible Action on Restaurant Rating System for Food Service Establishments and/or Posting of Food Establishment Inspections within the District

Motion was made by Ms. Bransfield, seconded by Ms. Therrien, to adopt the restaurant rating system. Vote was unanimous in favor. The Policy Committee will meet to discuss implementation.

10. Old Business

~Continue Service Fee Discussion

Mr. King revisited the discussion of the Towns Land Use Departments collecting District fees and reimbursing the District for the services. This would eliminate the six different financial submissions to the District that are then standardized and formatted for submission to East Hampton Finance Department for deposit. Brief discussion was held, a meeting of the Budget Committee will be held to discuss options.

11. New Business

~LOA for Move to East Haddam Board of Education

Mr. Walter stated that East Haddam is working out lease space and believes that any plan would be ready for referendum in December.

12. Adjournment

Following no further discussion motion was made by Ms. Therrien, seconded by Ms. Bransfield to adjourn the meeting. Meeting adjourned at 11:06am.