



**Norwalk Board of Health
September 27, 2017
5:30 PM
Library
Minutes**

**Monthly Meeting
Minutes**

Call to order at 5:37 PM Present:

Board of Health –Janet Karpiak, M.D., Theresa Quell, PhD, RN, Kenneth Lalime, RPH

Staff –Theresa Argondezzi, Health Educator/ Acting Director of Health, Tom Closter, Environmental Director, Megan DiMeglio Project Coordinator

Approval of the June 28, 2017 meeting minutes Dr. Quell moved and Mr. Lalime seconded a motion to approve the minutes. The minutes passed unanimously.

Personnel Changes:

Ms. Argondezzi introduced new Health Department staff.

- Irma Morton- part-time Administrative Assistant
- Valerie Valerio- part- time APRN
- Carly Smolick- part- time Eat Well Project Coordinator
- Jennifer Rivera- WIC Nutritionist

Rabies Policy: Ms. Argondezzi presented the Rabies policy. She explained the State Lab changed their process of accepting and testing animals for rabies which in turn made the Health Department develop a policy. Ms. Argondezzi shared the suggestions and edits Dr. Quell had for the policy. Mr. Lalime suggested once the policy is completed the Health Department should post other information related to rabies on the Health Departments website. Mr. Lalime is interested to see how many positive results come back of specimens sent to the State Lab. Ms. Argondezzi stated that two other area health departments charge a fee for sending specimens to

the State Lab. At a future date the Board will discuss if Norwalk should charge a fee for this service.

Annual Report: Ms. Argondezzi presented the FY 2016-2017 Annual Report. Mr. Lalime stated it looks great. Dr. Quell said she likes the layout and format. Ms. Argondezzi stated Ms. DiMeglio designed the annual report this year. Ms. Argondezzi asked the board to review the cover letter. The board suggested one change to the letter. Ms. Argondezzi said the annual report will be sent to the Common Council for October.

Updates:

- **FDA Food Code-** Mr. Closter presented the Department of Public Health adoption of the FDA Food Code. Public Act 17-93 As of July 1, 2018 Connecticut will adopt the FDA Food Code. Mr. Closter explained some of the new items related to the food code. Mr. Closter explained that some of the new items take effect October 1, 2017. All of the food inspectors are required to take 47 online training courses and complete exams by July 1, 2018. Mr. Closter listed 3 local issues temporary permits, Lighthouse ratings, and classifications related to fee schedule and cost basis.
- **Oyster Festival-** Mr. Closter presented the After Action Report for the Norwalk Oyster Festival 2017. This year there were eight food inspectors inspecting thirty-one food booths. Over all Mr. Closter said the event went well and the health department hasn't received any calls or complains.

The top three strengths of the department's involvement

1. Educating volunteer food booth personnel on food safety.
2. Implemented staggered schedules to gain better communication between shifts of inspectors to pass on risk factors of potential foodborne issues.
3. Thorough inspections of food booths.

The top three issues that arose during the department's inspections

1. Portable three bay compartments to be utilized for wash, rinse and sanitize stations were not set up properly. Some were too far away from food prep, some had no sanitizer, some had wrong sequence and many were not labeled.
2. One of the larger booths, Flotilla, had wastewater flowing down the storm drain. On Friday, volunteers were told to pour all wastewater into white containers that were provided by the Seaport Association. On Saturday & Sunday, inspections revealed water draining to sidewalks along with food particles like clams and potatoes. Norwalk Exchange Club also had overflowing wastewater containers.
3. Large white wastewater buckets were provided by the Seaport Association to each food vendor on our recommendation to collect all wastewater. There

were no labels on buckets, some were overflowing and some were being used as garbage containers.

- **PHAB Annual Report-** Ms. Argondezzi presented the feedback from the PHAB Annual Report. Each year the health department has to submit a report to the PHAB where we provide updates on quality improvement, performance management, strategic planning, community health assessment and improvement planning, and our progress in addressing emerging areas in public health practice.

Other Business

Spring Spa- Ms. Argondezzi reminded the Board that back in July 2017 Spring Spa's permit was revoked. A few weeks later a person came into the health department to request a permit at the same location. Mr. Closter explained to the person the requirements to opening an establishment and gave the application. The person never came back in to pull a permit.

Noise Ordinance/ Variance- Ms. Argondezzi explained multiple applications for variances to the City's Noise Ordinance were submitted by VCC Construction for the SoNo Collection Mall project site. The first application was to hold a test pour on one morning to collect sound data. After a public hearing, a variance was granted. The next application was for a variance to perform concrete pouring activities from 2 am – 7 am, 3 days a week for 14 months. After a two-part public hearing, the Health Department granted a variance for 4 am – 7 am, 3 days a week for 3 months. VCC Construction applied for an additional variance for 4 am – 7 am and 8 pm – 10 pm for 12 months in order to complete the work needed at the site. After a public hearing, a variance was granted and can be found on the City of Norwalk website:

<http://www.norwalkct.org/CivicAlerts.aspx>

Bike/Walk Task Force- Ms. Argondezzi informed the Board that the Task Force became a permanent Commission and current members of the Task Force were appointed Commissioners.

Flu Clinics: Ms. Argondezzi presented an update on the 2017 Flu Clinics. The Health Department hosted two community clinics this month, including one day-time and one evening clinic. In the coming weeks, the Health Department will be doing a number of worksite flu clinics and holding Tuesday afternoon walk-in hours.

WIC Extended Hours - Ms. Argondezzi stated a memo from the State WIC program was received requiring extended hours of service for the program. The Norwalk and Stamford WIC programs worked together to meet the request from the State.

Spending freeze- Ms. Argondezzi shared an update on the City wide spending and hiring freeze. Ms. Argondezzi informed the Board that the Director of Health position is considered a critical position and the Personnel Department is moving forward with filling the position.

New Board of Health Member – After a couple invitations to physicians in the community to join the Board of Health were declined, there is still an open position on the Board. Ms. Argondezzi felt that the search could wait until a new Director is hired. She spoke with the Mayor, and the Board is to function as a 5-person Board until that time.

Lone Star Tick- Ms. Argondezzi explained the Lone Star tick is becoming more prominent in Connecticut and in the Norwalk area. In June 2017, an established population of ticks was found in Norwalk on Manresa Island. Currently the State Lab doesn't test Lone Star ticks, but the Norwalk Health Department can identify them and is in contact with the State to continue monitoring the situation. The Health Department provided the State with data and maps showing how many Lone Star ticks have been submitted and from where they were submitted. Importantly, the public should take the same precautions for preventing and checking for tick bites, promptly and correctly removing ticks, and contacting their health care provider for recommendations if they have been bitten.

Lead Grant- State funding to support the Lead Program was cut. Ms. Argondezzi explained funds from the Local Health grant were used to supplement the lost in funding.

Adjourn at 6:56 PM