

Norwalk Health Department Board of Health Actions

**Norwalk Health Department
Board of Health
Meeting Minutes
January 8, 2002**

Attendance

Board: Ms. Donovan, Mr. Lalime, & Dr. Tracey

Staff: Mr. Callahan

Minutes of November 13, 2001 meeting. A motion to approve was made by Mr. Lalime, seconded by Dr. Tracey and passed unanimously.

Common Council Health & Welfare Committee

A change was made to the Common Council committee structure. The Health, Welfare and Public Safety Committee was disbanded. In its place two committees have been formed, the Health & Welfare and the Public Safety. Mr. Callahan will provide an orientation to the Health Department to the members of the Committee at their January meeting.

Training Project with Norwalk Community College (NCC)

The Health Department and NCC were awarded a grant of \$50,000 to provide customer service training, work process and technique training for non-supervisory personnel and supervisory skills training for managers. The project will start in March 2002 and continue for at least 6 months.

Emergency Response Plan

An update of the city's Emergency Response Plan was underway prior to the events of September 11, 2001 and the Oxford CT anthrax case in November 2001. The terrorist acts have brought to light another component for inclusion, the response to a biological and or chemical attack. The public health role is a key part of the response. The Connecticut Department of Health Services is offering guidance in the development of a response plan. The public health role at this time appears to be in the areas of surveillance, communications and distribution of mass immunizations or antibiotics.

Update on Charges for Reinspections

In follow up to a discussion at a previous meeting a survey of other local health departments was made. There are various approaches to this matter. Some departments charge for reinspections, others allow for the cost of reinspections in the license fee. Mr. Callahan recommended that an analysis of the number of inspections and reinspections and time spent in this activity be made for one fiscal year. A report will be made to the Board at the September 2002 meeting.

Staff Changes

William Mooney, RS was hired to fill the long vacant Sanitarian position. Mr. Mooney most recently worked for the City of New Haven Health Department. Mr. Mooney has extensive experience in food protection.

Other Business

Tuberculosis Follow up

The Norwalk Health Department participated in a tuberculosis investigation. The individual was a student at Norwalk Community College. Contact letters were mailed to 96 people. Fifty-nine people were screened for TB at the Norwalk Health Department or by their own health care provider. Twelve of the people tested were positive and ten were placed on a prophylaxis treatment consisting of 300 mg of Isoniazid daily for 6 to 9 months.

Flu Program

The mass clinics are underway and participation is greater than normal. There are 12 clinics planned and 8 - 10 companies have requested flu shots. All of the vaccine (3,700 doses) that was ordered has been delivered.

Bioterrorism

The Health, Fire, and Police Departments are developing a response plan to acts of bioterrorism. Health Department has and continues to attend training session conducted by the CDC and State Health Department.

Mission & Goals Progress Report

The progress report (attached) was reviewed.

Comments made were as follows:

Healthy Norwalk Partnership - summary report for mass distribution should be at a 3rd or 4th grade reading level

Integration of services with the Norwalk Community Health Center - Investigate a tie in between the statewide immunization registry and the systems maintained by Novamedix which 5000 physicians use.

Environmental Programs - Evaluate instituting a reinspection charge.

Bioterrorism

The Health Department is in constant communications with the Connecticut Department of Public Health (CDPH) via an email network. A policy and procedures for responding to suspect packages is being developed with the Police and Fire Departments. The Health Department web page will be updated to include a message about bioterrorism and a link to the CDPH web site will be added.

Adjourn 9:10 AM