

CHATHAM HEALTH DISTRICT

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

BOARD MEMBERS

Susan Bransfield, *Chairman*
Peter Hughes, *Vice Chairman*
Mark Walter, *Treasurer*
Howard Dean
Candace Casale
Jared Clark

DISTRICT HEALTH DIRECTOR

Thad D. King, *MPH, RS*

February 24, 2009

9:00 AM

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

Present: Susan Bransfield Howard Dean Candace Casale
Jared Clark Peter Hughes (9:06am) Mark Walter (10:05am)

Absent: Kate Morris

Other: Thad King Bill Kramer, Emergency Response Coordinator

1. Call to Order

Chairman Bransfield called the meeting to order at 9:03am.

2. Approval of Minutes

Motion was made by Mr. Dean, seconded by Mr. Clark to approve the minutes of the January 27, 2009 minutes as written. Vote was unanimous in favor.

Mr. Hughes arrived at 9:06am.

3. Public Remarks

There were no members of the public in attendance.

4. Emergency Response Planning Update

Mr. King discussed finalizing all the MOU's and appointing two members per town to a planning committee.

Mr. Kramer discussed his trip to Alabama for Pandemic Flu training. Mr. Kramer stated that Connecticut is so far behind the rest of the country in regard to planning. Mr. Kramer stated that Connecticut is at 10% of the required medications needed for an event. Mr. Kramer stated that inspectors are visiting clinics observing whether or not they are prepared in all aspects for operating a clinic. If they fail, they are being forced to regionalize to a larger POD. Mr. Kramer emphasized the need to finalize the MOU's and move forward with the planning committee. Discussion was held regarding concern with the shortage of medication and documenting the concern with other health districts to Department of Public Health. Mr. Kramer would be researching the cost of flu vaccines and would be contacting the CEO's (who are not members of the Board) to set up a meeting to discuss the MOU's. The Board suggested that links to State and Federal information regarding planning should be added to our website. The Board

also suggested drafting a letter to legislature and senators regarding concern for the shortage of vaccine.

5. Communications

Mr. King discussed a Fats, Oil and Grease (FOG) requirement of all schools and food establishments connected to the sewer to install external grease traps by July 1, 2011.

Mr. King noted the receipt of an increase in per capita for this year. The increase is related to COLA in the amount of \$441 which will be used to support salaries. Motion was made by Mr. Hughes, seconded by Mr. Clark to approve this revision to the budget. Vote was unanimous in favor.

Mr. King noted that the Town of Colchester had been investigating fees related to plan reviews for change of use application to Planning and Zoning. Mr. King stated that the District charges for a review only if they are onsite septic.

Mr. King noted that a notice of violation was sent out closing a Chinese establishment in East Hampton. Ms. McAuliffe has coordinated with a Chinese sanitarian to conduct food training for the District.

Mr. King noted receipt of the proposed standards for local public health accreditation.

Mr. King stated that CADH has a grant for three pilot sites to test Health Equity Index (HEI) tools. The deadline for submitting the grant is mid March.

Mr. King stated that CADH tracks initiatives going through legislature. A few items currently being discussed; wood burning smoke as a nuisance, labeling in restaurants for trans fat, alternative waste water treatments, posting latest inspections in food establishments and licensing of barber shops and hair and nail salons.

6. Director of Health Report -Food Service Inspections

Mr. King noted that all of the contractor reports had not been submitted prior to last month. Once received, the total inspections completed were 42 of the required 43. This month again, reports have not all been submitted. Currently 16 of 38 have been completed. Marlborough schools have been completed. Mr. King expressed concern for the quantity of inspections being conducted and the quality of the inspections being conducted. Mr. Hughes voiced his concern that the schools continue to be a priority.

7. 08-09 Audit (Distributed 1/27/09 meeting)

A brief review of the audit was discussed. Mr. King noted approximately \$60,000 of unencumbered funds with no issues noted in the audit.

Mr. Walter arrived at 10:05am.

8. State Budget Proposal – Regional Local Health

Mr. King stated that the proposed Per Capita rate is \$1.25, a cut of approximately \$48,000. Mr. King briefly went through the approved budget to reduce expenses by \$48,000 with no loss of positions. Mr. King noted that the proposed bill changes district health departments to regional health departments. Concern has been expressed within CADH that all current districts would have to go back to the communities and re-establish as regional. Requirements are established for size; at least three towns and a minimum of 50,000 residents. Mr. Dean suggested that an

amendment be included to grandfather existing districts. Mr. King will keep the Board aware of what continues to happen with the proposal.

9. Old Business
-Private Drinking Water

Mr. King stated the purpose of this type of regulation would be to cover any oversight of the State Health Department requirements and to test areas of possible concern where there are currently no requirements for additional testing. Discussion was held regarding coordinating with a laboratory and volunteers to do town wide water testing.

Wastewater Regulation-Mr. King noted that the District is working on an educational brochure for property owners explaining the purpose of the regulation. Mr. King stated that the brochures will be distributed by the cleaners at the time of cleaning. Mr. King also noted that the revised Permit to Discharge will require the District to fully review the documentation on file; the pump out report and possibly the assessor information. Any requirements or exceptions to the system will be documented on the Permit to Discharge Renewal for the property owner.

10. New Business
-Election of Officers

Mr. Hughes made motion that the slate of officers remains the same with the inclusion of Mr. Walter as Treasurer. Motion was seconded by Mr. Dean. Vote was unanimous in favor. Susan Bransfield (Chairman), Peter Hughes (Vice-Chairman), Mark Walter (Treasurer)

11. Adjournment

Following no further discussion, motion was made by Mr. Hughes to adjourn, seconded by Mr. Walter. Vote was unanimous in favor. Meeting adjourned at 10:46am.

Submitted by,



Thad King

Approve by the Board of Health at the June 30, 2009 meeting.