



Monroe Health Department
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APPROVED

MONROE BOARD OF HEALTH MINUTES
Monroe, Connecticut

March 1, 2016

Present: Dennis Condon, Chairman, Nicole Lieto, Vice Chairwoman,
Nancy Brault, Director of Health

Also Present: Ken Kellogg, Town Council Liaison, Barbara Krajewski,
Administrative Assistant

Absent: Eileen Fuchs, Secretary

A. The meeting was called to order: 7:05 pm

B. Public Participation: None

C. Approval of Minutes of February 2, 2016

A MOTION was made by Brault, seconded by Condon to accept the draft Minutes of February 2, 2016. MOTION CARRIED UNANIMOUSLY.

D. Unfinished Business

1. Lead Poisoning Prevention Grant

Brault is working with the State of Connecticut Department of Health to approve a revision of the grant. Brault provided members with a grant revision handout and discussed proposed changes. The focus would be on educating contractors in regard to the RRP Rule and public education concerning child lead poisoning prevention.

A MOTION was made by Condon, seconded by Lieto to approve revisions in the Lead Poisoning Prevention Grant. MOTION CARRIED UNANIMOUSLY.

2. Food Ordinance Draft

Members reviewed the proposed Monroe Food Ordinance as well as the existing Monroe Ordinance, (Chapter 291). Brault will make revisions and forward second draft onto board members for review.

3. Flu Vaccine, Board of Education

Brault discussed her meeting with the superintendent of schools who supports having a flu clinic for department of education staff (150 people). Unfortunately, funds are not available in the FY 2016-2017 budget to obtain the vaccine. Kellogg suggested that Brault discuss this issue with the Finance Director, Ron Bunovsky and notify Mike Manjos, the Chair of the Finance Committee; indicate that this is a new request and that there will be an offset in revenue. Funds should be available to front the purchase of vaccine for the clinics. Kellogg requested that Brault cc him on the process.

4. Fee Schedule and Food Permitting Date

Members discussed changing the food service relicensing date to July 1. Currently, food service licenses expire on March 31. Brault noted that food operators are accustomed to the current schedule and licensing during the summer months is more challenging due to the seasonal work load increase. Members agreed to keep the licensing date the same, April 1 – March 31.

A copy of the proposed FY 2016-2017 Health Department Fee Schedule was distributed by Brault. Condon suggested that she prepare a spreadsheet to outline proposed fee changes in the schedule for Board/Council review. Board members were in agreement with the fee changes.

Brault noted that information on vaccine fees and a Fee Schedule would need to be provided to the membership at a later date when more information is available. Vaccine prices vary and nailing down a cost for each is difficult without agreements with vaccine providers. Kellogg stated that he will determine if a Fee Schedule for vaccines is required via Town Council.

E. Director of Health's Report, February 2016

Brault provided members with copies of the director's report for review. She discussed Monroe's Blood Pressure Program and screening activities at Jockey Hollow School.

Members also discussed and reviewed the draft Memorandum of Understanding for Surge Capacity and Public Health Preparedness (MOU). Kellogg suggested that Brault ask the Stratford Director of Health if she would consider signing the document and if so, forward a draft MOU onto the First Selectman to seek approval via Monroe Town Council.

A MOTION was made by Lieto, seconded by Condon to approve the Memorandum of Understanding for Surge Capacity and Public Health Preparedness as presented; unless substantial changes were required then a Special Meeting of the Board will need to be scheduled to review proposed changes. MOTION CARRIED UNANIMOUSLY.

Members discussed the medical director job description. Kellogg agreed to review and acquire additional information. Follow up is forthcoming.

F. New Business

1. Website

Brault reviewed changes on the department website indicating emergency contact numbers and blood pressure screening information. She noted that work is ongoing to build the site.

G. Adjournment

A MOTION was made by Condon, seconded by Brault to adjourn at 10:45 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Nancy Carol Brault, MPH, RS
Director of Health