

CHESPROCOTT HEALTH DISTRICT
1247 Highland Avenue
Cheshire, CT 06410-1657

BOARD OF DIRECTORS (BOD) MEETING

Draft Minutes from Board meeting

Wednesday, October 19, 2022

6:00 p.m.

Present: Elizabeth Normand; Maria Benvenuto (arrived 6:12 p.m.); Andrew Giordano; Sean Kimball.

Also present:

Maura Esposito, Director of Health (DOH), Chesprocott Health District (CHD); Darlene Miakos, Office Manager, CHD.

The Board meeting was called to order at 6:08 p.m.

I. Roll Call

The roll call showed a quorum was present because there was one Board member from each town.

II. Approval of Minutes

Approval of the June 22, 2022 minutes from the CHD Board meeting:

MOTION: Elizabeth Normand moved that the Board accept the meeting minutes from the June 22, 2022 Board meeting as presented; seconded by Andrew Giordano.

DISCUSSION: Mr. Kimball was not at the June 22, 2022 meeting, so he is abstaining from the Minutes vote. A concern was raised that without Mr. Kimball representing Cheshire, would the Board of Directors be able to vote on the minutes. The Board decided to postpone voting on the minutes until the next meeting. Ms. Normand withdrew her motion and Mr. Giordano withdrew his second.

The minutes will be discussed at the next CHD BOD meeting.

III. Communications

Ms. Esposito introduced Darlene Miakos, their new Office Manager. Ms. Miakos shared information about her prior experiences, including working in Health Care and Administration. Ms. Miakos has lots of Human Resources; she is very familiar with bookkeeping methods, payroll, and payroll experience with the ADP system. Ms. Miakos reported that the files are organized and complete; she is currently streamlining the office. She also discussed her work history – has worked in health care, administration, direct patient care, and human resources.

IV. Officer Positions

As Barbara Ecke, Personnel Chair, was absent from the meeting, the CHD BOD will postpone electing Officer's position until the November meeting.

V. Division Reports

Reports were submitted by each division.

Community Health:

Public Health Specialist Report: Sept 2022 – October 2022

The Public Health Specialist's focus for the fall is promoting mental health, breast cancer awareness, diabetes, and substance abuse prevention. She is working with all three towns to develop a 4 week program to educate parents on drug trends and substance abuse prevention. EMS reported that Narcan administration in all three towns remains low. They held one QRP training session with the Meriden Health Department. The Public Health Specialist reported that their partnership with the Cheshire Community Y has resulted in a grant to increase the health in teens at Dodd Middle School. CHD's social media presence is growing; over 3,000 people have seen our ads for our Flu and COVID-19 on social media. The Public Health Specialist has assisted the environmental team on 4 hoarding cases and 2 lead abatement homes in the past month.

The Healthy Communities Coalition Upcoming Events

| <u>Event</u> | <u>Date</u> | <u>Time</u> | <u>Collaboration</u> |
|-----------------------------------|--------------------|--------------------|---------------------------------|
| Breast Cancer Awareness | 10-28-22 | 9-10am | Elim Park & Hartford Healthcare |
| Drug Take Back Day | 10-29-22 | 10am-2pm | Cheshire & Wolcott Police |
| November Diabetes Awareness Panel | 11-17-22 | 9am | Elim Park and Gaylord Specialty |
| Fall Prevention | 12-2-22 | 10am | Cheshire Senior Center |

The Public Health Specialist is working with two residents who are sponsoring refugees to get TB medical assessments. CHD is currently collaborating with the Cheshire Public Schools to ensure the health and safety of the students. During our nurse office hours, schools are reporting an increase in strep throat and hand, foot, and mouth disease among students. Currently CHD is seeing many cases of Lyme Disease, Hep C, Chlamydia, and food borne illnesses being reported. No Monkeypox cases are present currently in our towns.

CHD will be getting a new Medical Director. Looking to contract with Community Health Center.

The Public Health Specialist continues to contact trace COVID-19 cases under 19 years of age and monitor the presence of Monkeypox in the Community. An intern Case Investigator has started to work at CHD to help with the ELC activities and to help monitor infectious diseases like COVID-19.

UPDATE ON COVID-19 DATA

An uptick in cases has occurred in the past 2 weeks among our 55 years and older adults. We had cluster outbreak at Frisbee Elementary School in Wolcott as well. Lastly, the Prospect Senior Center was closed for five days due to over 25 members contracting COVID-19.

Ms. Esposito commented on diseases with higher occurrences.

- Campylobacteriosis - is a bacteria that can be acquired by ingesting contaminated food or water.
- Staphylococcus aureus – is upper respiratory and mucus spread. It is very important to wash your hands. CHD will watch this disease.
- Reviewed the new cases of new Covid-19 cases (using the PCR test results). They are expecting the number of cases of Covid-19 and the flu to increase during the fall and winter. One issue - the number of cases may be under reported as most people are doing home tests.

TICK SUBMISSIONS 2022

Tick submissions remain low this month. In 2022, we have received 38 tick submissions. Results: 20-35% come back positive; 75% show nothing.

| | Lyme Disease | Anaplasmosis | Babesiosis | Negative for all 3 | Dog Tick | Not a Tick |
|----------|--------------|--------------|------------|--------------------|----------|------------|
| Series 1 | 33% | 0 | 1% | 61% | 1% | 4% |

Chesprocott Health District Public Health Nursing Supervisor Board Report September 16, 2022 through October 17, 2022

○ Brief Overview:

The PHN/Medical section of Community Health has spent this past month administering the COVID-19 bivalent booster and flu vaccines in the community setting. We administered a total of 875 vaccinations!

We are currently working on setting up a clinic for the newly approved COVID19 bivalent booster for children 5yo-11yo and continue to plan new flu clinics through the end of the year.

| Date | Town | Location | Type of Vaccination | Type of Vaccination |
|---------------------|----------|------------------------------|---------------------|---------------------|
| Sept. /Oct. 2022 | | | Flu shot | Covid-19 |
| 10-Sep | Cheshire | Fall Festival | 31 | |
| 22-Sep | Prospect | Senior Center | 25 | |
| 27-Sep | Cheshire | Cheshire High Staff Clinic | 93 | 69 |
| 29-Sep | Cheshire | Elim | 124 | |
| 14-Sep | Cheshire | HTSA | | 18 |
| 21-Sep | Cheshire | HTSA | | 41 |
| 3-Oct | Cheshire | Senior Center | 57 | |
| 4-Oct | Cheshire | Marbridge | 37 | |
| 5-Oct | Cheshire | Elim | | 129 |
| 6-Oct | Cheshire | Elim | | 94 |
| 11-Oct | Cheshire | Highland School Staff Clinic | 62 | |
| 12-Oct | Wolcott | Senior Center | 46 | |
| 13-Oct | Cheshire | Town Employees | 49 | |

Upcoming Clinics:

1. 10/18/2022 Wolcott Town Hall Drive-thru Flu 10:30a-1:00p
2. 10/19/2022 HTSA Coptic Church COVID Bivalent 10a-3p
3. 10/26/2022 Cheshire Police Department Flu Shots, 7a-9a and 2:00p-4:00p
4. 10/27/2022 Elim Park Flu & COVID Clinic 9a-2p
5. 11/1/2022 Cheshire Fitness Zone Flu & COVID 5p-8p
6. 11/2/2022 HTSA Coptic Church COVID Bivalent 10a-5p
7. 11/8/2022 Election Day flu vaccines, 7a-7p Cheshire High School and 7a-4p Prospect Community School AM and Fire House in PM.
8. 11/16/2022 HTSA Coptic Church COVID Bivalent 10a-3p

❖ Insurance

- Medicare contract and billing is active.
- Aetna, Cigna, Connecticare, Husky (Medicaid/T19) contracts are established and the set up in TransAct is complete. Pe
- Pending:
 - Anthem/BCBS
 - United Healthcare

- Harvard Pilgrim
- Oxford
- Physician Practice Specialists (a credentialing agency) has been contacted to assist with securing outstanding insurance companies in CT.
 - Up to 10 insurance payers is \$3,150, additional providers can be added for \$2,250.
 - Includes a start-to-finish process where we plan to obtain a Group NPI if needed, configure CAQH and NPPES as needed, credential the practice and at least 1 provider and see the process through to obtaining and executing your contract. This process is an average of 60-120 days for most government plans, and 150-180 days for most commercial payers. We have no control over closed networks.
 - Additional payers can be added for \$300-\$500 per payer.
 - Collaborating physician cost is \$250 per application or the cost of the additional provider – whichever is less.
- ❖ Billing
 - Annual 2022 (January to September 2022)
 - Claims submitted
 - \$20,221.594
 - Claims Paid
 - \$12,144.08
 - Ms. Esposito said they contacted their State Representative and were directed to go to the Insurance Commission.

c. Environmental Health Report – September

The Health District currently has two vacancies. The openings for the Chief Sanitarian position and Sanitarian position have been on CT Environmental Health Association website, Linkin and Indeed. The Director of Health continues to be the Acting Chief Sanitarian during this time. CHD has been short staffed for 9-10 months. A consultant has been hired to review all plans (new construction, septic repair and B-100a additions). This consultant picks up plans on Friday and returns them for Monday morning.

Sanitarians are scheduled to attend Phase II Subsurface Sewage design on October 26, November 2, 9 & 16. Once they pass this class, both Sanitarians will be certified to review and inspect new engineered septic systems.

A Sanitarian will be attending Lead training Nov.14-16 to become a certified lead inspector.

10 Septic repair proposals.

16 B-100a addition proposals.

CHESHIRE

- Fuoco APizzaria has resubmitted new food service plans.
- Pending a Sushi Roll Making class on W. Johnson Avenue.
- The Sakana Asian Bistro has opened.
- Albi Barber Shop and Beauty by Alexis pending opening soon.
- Cheshire Fall Festival was a success. We inspected over a dozen itinerant vendors.
- Itinerant vendors continue to visit us for new permits due to Breweries.

PROSPECT

- Spill the beans coffee shop is still renovating under a new owner.
- Pending discussion regarding upgrading septic repair on 105 Waterbury Road.
- Pending discussion regarding replacement of 25 Royal Crest.

WOLCOTT

- Lead abatement has been completed for a EBLL under 6 child.
- Lead abatement for a non-EBLL home is in the process of completion.
- Three (3) active hoarding cases. One has been issued an order and the others are slowing complying with weekly visits. Another hoarding case we were asked by WFD to assist but this was not a public health nuisance.
- Wolcott Fairs inspections were a success. Over 15 temporary events including several itinerant vendors were present.
- Children's Village Daycare has an occupancy increase which resulted in a B-100a application and working closely with the Department of Early Childhood.

Emergency Preparedness Monthly Division Report

Chesprocott MRC

| Volunteer Location | Total # of Volunteers |
|---------------------------|------------------------------|
| | |
| From Cheshire (C) | 264 |
| From Prospect (P) | 60 |
| From Wolcott (W) | 48 |
| Other towns | 6 |
| TOTAL | 378 |

Activation of MRC Members – September 2022

| | Number of Activations | Number of MRC | Volunteer hours |
|----------|-----------------------|---------------|-----------------|
| Cheshire | 5 | 39 | 186 |
| Prospect | 1 | 9 | 36 |
| Wolcott | 0 | 0 | 0 |

UPDATES

MRC Grant:

- No update at this time.

PHERP:

- Updated to Chapter 10. Chapter 10 is the the COOP plan. Town of Prospect has signed. Maura has meet with Wolcott and Cheshire and pending their reviews.
- Prospect POD has changed locations from the Prospect Fire House to the Community Center. We are still waiting for Prospect Police to finish application.

MRC Volunteers:

- Continue to promote recruitment.
- Background checks will be starting shortly as a requirement from DPH and using CT Responds. DPH is funding this initiative.
- Need to survey 378 members to determine to eliminate non-active participants.

Communication – Ever Bridge:

- Used Everbridge for staff notification. Need to add community contacts.

d. Director of Health Report

❖ Grant Status/update:

- ELC 2 March 1, 2022 – May 31, 2023 – prevention/education
1. Still not executed.
- ELC 1 May 18, 2022 to November 17, 2022 – pending budget revision.
2. PHEP grant BP3 closed; BP4 started July 1, 2022

❖ Community Updates:

- *Chesprocott:* Staffing shortages; website updating; 3 available staff positions: Sanitarian, Chief Sanitarian and Emergency Response Coordinator (who left in June 2022)
- *Prospect:* None.
- *Cheshire:*
 - ❖ Lots of new homes and septic repairs occurring.
 - ❖ Partnership with faith base to reduce gun violence.

- *Wolcott*: Meeting with Mayor to discuss increase of hoarding cases.
- *Greater Waterbury*: Latest Community Information.
- ❖ Trainings: DOH food certification classes; staff sub II and lead training
- ❖ Staff:
 - Job postings update - Part-time nurse (10 hours) filled; Fall – paid intern started.
 - Chief Sanitarian/Sanitarian update (interviews 10/18)
 - Emergency Response Coordinator (interviews 10/21)
- ❖ Legal issues and Personnel (Executive session):
 - The Board of Directors moved into Executive Session at 7:21 p.m. to discuss legal and personnel matters. The Board of Directors adjourned from Executive Session at 7:26 p.m.
- ❖ Land on Sandbank Road in Cheshire update:
 - Corrections Office has contacted CHD. Asked 3 engineers to perform a survey of the property.

VI. Committee Reports

- a. Finance: Due to the absence of the chair of the Finance Committee, we will meet next month.
- b. Personnel: Due to the absence of the chair of the Finance Committee, we will meet next month.

VII. Executive session was held earlier.

VIII. Old Business –

Ms. Benvenuto asked if our Auditor had receive the financial information he needed from CHD. Yes he has. He is currently living in Florida. He will request any other financial information he needs.

VIII. New Business – None.

The next CHD Board of Director's meeting will be held on Wednesday, November 16, 2022 at 6:00 p.m. at the Chesprocott Health District.

There were no other items to come before the Board.

MOTION: Andrew Giordano moved for adjournment; seconded by Lauren Backman.

APPROVED: Vote: Unanimous.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

A handwritten signature in dark ink, reading "Kathy Kirby". The signature is written in a cursive, flowing style with a large initial "K" and a decorative flourish at the end.

Kathy Kirby
Recording Clerk