

**Monthly Meeting
Minutes
October 14, 2008
8:00 AM
Library**

Call to order at 8:05 AM

Present: Board of Health – Matt Brovender, Esq., Ken Lalime, RPH, John McNamara, MD, Sheldon Miller, Theresa Quell, PhD, RN, and Edward Tracey, MD
Staff – Tim Callahan, Director of Health, David Reed, MD, Medical Director

Minutes of September 8, 2008 meeting – Motion to approve by Ms Quell, seconded by Mr. Lalime, passed unanimously

Lighthouse Program

Mayor Richard Moccia will kickoff the top Lighthouse recognition project at Marinelli's Delicatessen during the week of October 20th. Mr. Callahan will notify Board members of the date and time. The change in criteria for recognition from 8 to 4 consecutive 3 Lighthouse ratings increases the number of eligible establishments to 116.

Tuberculosis Follow up

Mr. Callahan reported an agreement was reached with Allen Richman, MD for the provision of x-rays for Health Department patients in need of evaluation. A thank you letter was sent to Dr Richman on behalf of the Board of Health.

Flu Clinics

The annual flu shot program is underway. To date 960 shots have been given at 4 community clinics, 3 businesses, and 4 senior housing complexes. There are 4 community clinics, 5 businesses, and 5 senior housing sites remaining on the schedule. Mr. Callahan is negotiation with the Finance and Personnel Departments to provide free flu shots to City employees. Mr. Callahan is also working with the emergency planning region 1 Health Directors to schedule a clinic for train commuters arriving from point west on Metro North. The tentative date is November 13th.

Staff Changes

Barbara Alvord, BSN, retired after 18 years with the City on October 1, 2008. Mr. Callahan and Dr Reed spoke of the wonderful contribution Ms Alvord made to the department and the residents of Norwalk. Ms Alvord is a skilled nurse with excellent people skills.

Building Improvement Projects

The heating ventilation and cooling (HVAC) system work is nearly complete. New units serving the first and second levels are in place. Modifications to the air distribution

system to create zones are also underway. The project should be completed in 2 weeks. The new units and improves distribution of heat and cooling will result in a reduction in energy demand and make the occupied temperature in the occupied space more consistent and easier to control.

The next project is the replacement of the 20-year-old roof. Funds for this project are available. Since the project is somewhat dependent on moderate temperatures, implementation will most likely occur in the spring of 2009.

Adjourn 9:00 AM

