

**Monthly Meeting  
Minutes  
December 9, 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, and Sheldon Miller

Staff – Tim Callahan, Director of Health, David Reed, MD, Medical Director and Rhonda Collins, Health Educator

**Minutes of October 14, 2008 meeting** – Motion to approve by Mr. Lalime, seconded by Dr. McNamara, passed unanimously

**Lyme Disease Program Update**

Planning is underway for a forum on Lyme disease will be held on April 22, 2009 from 6:00 to 8:30 PM at the Norwalk Hospital Perkins Auditorium. This is a project of the Health Department and the Norwalk Hospital Foundation. The target audiences are health care professionals, school health educators and PTO leaders. A confirmed speaker is Kirby Stafford on the Connecticut Agricultural Experiment Station. Representatives from the Centers for Disease Control and the BLAST program may also be available to participate.

**Influenza Program Update**

The results from the various influenza clinics were reviewed. The program is nearly complete. For 2008 the Health Department has provided 2,379 shots compared to 2,036 in 2007 and 2281 in 2006.

**Volunteer Recognition**

Volunteers play a key role in assisting Health Department staff. This year volunteers worked in the 9 communities and 1-day laborer 1-train commuter flu clinics. During the community clinics the volunteers assisted with check-in and helping patients complete the consent form.

At the Day Laborer program, the volunteers were members of the Brien McMahon High School Center for Youth Leadership (CYL). A clinic was set up inside the mobile Police Field unit. The CYL members recruited day laborers that were waiting for work to get flu shots. After receiving their shot each patient was given a goodie bag containing personal hygiene supplies and hats and gloves. The CYL members also assisted at the commuter flu clinic by going to the train station at 6:00 AM on the day of the event to hand out flyers to westbound commuters. During the evening clinic the volunteers recruited commuters as they returned from their workday.

The volunteers are:

### Community Influenza Program

Norma Perkins  
Marie McBennett  
Norma Gerwig  
Marie Burke  
Jewel Broeze  
Joan King  
Carol Kachmarck  
Ann Marie Bartush  
Ann Eschweiler  
Carmen Chute

### Commuter and Day Laborer Influenza Programs

Lorena Martinez  
Paulina Hernandez  
Katie Meier  
Vanessa Jaramillo  
Tatiana Santiago  
Nikki Argenio  
Marilynn Lopez  
Michele Lopez  
Anita Willcox

### **FY 2009-2010 Budget**

Mr. Callahan reviewed the budget submitted to the Finance Director. In anticipation of a very challenging financial situation, Mr. Callahan reviewed several options for reducing costs. Areas of concern arising from changes in funding streams were also reviewed and discussed.

### **Staff Changes**

Helena Milmeister was hired for the Health Lifestyles Associate position and Monica Spier was hired as the WIC Program Site Supervisor. These positions are funded by grants.

### **Grocery Cart Disinfection**

The Wall Street Journal article “Taking the Gross out of Grocery Carts” prompted a discussion on the merits of disinfection of grocery carts. Mr. Callahan consulted with Roger Mshar, a Senior Sanitarian at the Connecticut Department of Public Health, for the state’s position on this matter. Mr. Mshar said the Connecticut Public Health Code section 19-13-B40c requires all equipment in a food establishment be kept clean. While this regulation is not specific to grocery carts and it does not require disinfections, there is an expectation that carts are to be cleaned. Several Board members noted some of the local food stores provide sanitary wipes near the cart storage area. Mr. Callahan

proposed and the Board agreed that the food inspectors will make the managers of stores not currently providing sanitary wipes aware of the benefits to the public and health.

**Building Improvement Projects**

The heating ventilation and cooling (HVAC) system work is nearly complete. Final balancing will be performed very soon.

The next project is the replacement of the 20-year-old roof. Specifications are being prepared.

Adjourn 9:30 AM

