

MINUTES OF THE BOARD OF HEALTH MEETING FOR THE NEWTOWN DISTRICT
DEPARTMENT OF HEALTH, THURSDAY, FEBRUARY 15, 2018, NEWTOWN
MUNICIPAL CENTER, LAND USE CONFERENCE ROOM, 3 PRIMROSE STREET,
NEWTOWN, CT 06470

PRESENT: Dr. Robert Grossman, Chairman; Board Members: Dr. William Begg; Herb Rosenthal, Curtis Read, Bernie Meehan; and staff Dr. Draper – Medical Advisor and Donna M. Culbert - Director of Health

I. Public Participation: No public participation.

II. Acceptance of Minutes of Previous Meetings - A motion was made by Herb Rosenthal to accept the minutes from the BOH meeting on June 27, 2017. Seconded by Dr. Begg. Motion approved.

III. Reports of Officers and Director of Health

1. Update on District Activities – Ms. Culbert reviewed the Update on District Activities with the Board members. Update Report attached.

Environmental Activity

Ms. Culbert explained that the typical environmental activity for the Health District is on course, similar to past years.

Joshua Heights Development

Ms. Culbert turned this agenda topic over to Curtis Read to discuss the Joshua Heights Development update.

Mr. Read informed the BOH members that the applicant for Joshua Heights Development, Mr. Carr, and the Town of Bridgewater met in court recently. Mr. Read stated that the applicant stated that his approval for 36 units that he received in 2002 was still valid for 100 units in 2017; the judge hearing this case disagreed and stated that it was not the same proposal. Mr. Read informed the BOH members that the Town Planning and Zoning Commission will reconvene this evening with the applicant and his attorney, Neil Marcus. It was Mr. Read's feeling that the applicant will go after the part of the affordable housing statute that says you have the right to make money on affordable housing, which he can't construct unless he has high density, so he will pursue that part of the statute and ignore the fact that the whole project has changed and previous approvals have expired. As an aside, Mr. Read noted that judges look pretty favorably on affordable housing.

Mr. Meehan added that four towns in CT do not meet the requirements of this statute. Mr. Rosenthal explained that under the statute the burden falls on the municipality to prove that the affordable housing project would be unsafe. Mr. Rosenthal added that Mr. Carr would have to prove there was an adequate water supply to accommodate this application. Mr. Read stated that he has not presented his water supply answer to date, but that he does have waste water approval from DEEP.

Ms. Culbert explained that the State just recently adopted a state water plan and there are a lot of environmental groups that are really interested in trying to balance the needs for water, whether it be for economic or recreational purposes, and that this may work in the Town's favor and garner more support for not approving this application. Ms. Culbert noted that the applicant does not have an active application so the local Boards will not be able to act on his proposal.

Mr. Read stated that Mr. Carr will likely sue the town. Mr. Rosenthal asked Mr. Read what grounds the applicant would use to sue the Town of Bridgewater. Mr. Read replied that the applicant would claim extreme prejudice against him.

Mr. Rosenthal added that if the applicant really wanted to construct affordable housing, he should find a project that fits. Mr. Read stated he had approval for 25 units and should pursue that project, but he also noted that Mr. Carr would still need to go through water supply approval.

Dr. Draper asked what the design was for wastewater disposal. Ms. Culbert replied it is called a sequencing batch reactor. Mr. Read further explained that it would utilize anaerobic and aerobic digestion with discharge into fields that are on a slope right above the wetlands that becomes the headwaters of the stream that runs through the middle of town. Mr. Read stated that septic waste is never renovated completely - regulated compounds such as nitrogen and phosphorus remediation would require a big investment and lots of monitoring, including a certified operator - which is costly. Mr. Carr would not make any money unless he scales up the number of users.

Mr. Meehan asked what the status was of the 22 home subdivision in Roxbury. Ms. Culbert replied that the subdivision plan is being reviewed and that it consists of single family homes with on-site septic and wells.

FDA Food Code

Ms. Culbert explained to the BOH members that the State adopted the FDA Food Code, with major implementation steps, as of July 1, 2018 and that it will change how the HD regulates the District's food service industry. Staff has been hard at work completing on-line courses to keep their certifications current, June 30, 2018 is the deadline.

Ms. Culbert stated that food service establishments will now have to register with the State of CT. Ms. Culbert explained that food service establishments that are considered Class 3 and 4 have what are called Qualified Food Operators. These operators are required to attend a one-day course and take an exam, thereby demonstrating food safety knowledge. Ms. Culbert stated that previously issued QFO certificates did not have an expiration date, but this will now be changed and they will be valid for three years. The District is contacting the FSE's making them aware of this new FDA requirement and organizing QFO courses for those operators whose current certificates will no longer be valid as of June 30, 2018.

Mr. Meehan asked how this would affect the Bridgewater Fair. Ms. Culbert explained that Doug Brown, working with the Bridgewater Fire Department, has set up a course for fire department volunteers whose QFO certificates will expire. Any extra seating will be offered to our local food service establishments. Dr. Begg asked what some of the changes would be. Ms. Culbert replied that one is no more bare hand contact, where before minimal bare hand contact was considered ok. Ms. Culbert also noted the proper use of gloves.

Dr. Begg asked what the ramifications are for non-compliance. Ms. Culbert replied that currently FSE violations are corrected on-site and that in some instances food is disposed of. Ms. Culbert added that inspections will be graded differently, no scores will be attached. The HD currently does not have a mechanism in place for fining. The new FDA code will include enforcing violations legally.

Community Health

Ms. Culbert noted that there are a lot of different efforts being made regarding the opioid abuse issue.

Mr. Meehan explained that it has been his experience and that of EMS that they are saving a lot of people but not sure if they are gaining much ground. Dr. Begg noted that it is a requirement that EMS report Narcan use when dealing with patients.

Ms. Culbert stated that at the local health district level they are trying to get a handle on how many users survive overdoses and working with CT DPH to make an overdose a reportable event. Ms. Culbert added that there is a lot of data on who dies, but there is a whole spectrum of people who survive, and no available data on what happens to them afterwards. Dr. Begg agreed.

Dr. Begg informed the BOH members that Danbury Hospital has been trying to make strides to address the serious issue of opioid addiction. Dr. Begg noted that on the prevention side, a recent meeting of physicians and physician's assistants at Danbury Hospital are implementing a policy reviewing the total number of units that a prescriber is dispensing or prescribing each month and the total of narcotic equivalents. If a physician or physician's assistant is over a threshold of metrics that are acceptable, the prescriber is counseled and may be in violation of the professionalism policy or other policies. Peers who have prescribed outside of the standards are reviewed by their peers.

Dr. Begg stated that Danbury Hospital will also redouble their efforts requiring notification by EMS of their Narcan use.

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Dr. Begg shared that a new program funded by the State of CT DMHAS and backed by the Connecticut Hospital Association is currently being implemented at Danbury Hospital. It is called Emergency Department Recovery Coach Program and implemented by CCAR – Connecticut Community for Addiction Recovery. Dr. Begg stated that this program has seen a 75% success rate.

Dr. Begg explained it works in the following manner: An overdose patient comes into the ER, they have been given Narcan, and are asking for help with narcotics and or alcohol abuse. After a physical exam has been performed, looking for track marks, etc., and they have not been admitted medically or psychiatrically, we call the CCAR recovery coach in the State. The coach may come from far and wide and the patient agrees to wait at least two hours for him to arrive.

Upon the coach's arrival, they start to make phone calls to get the patient into a rehab facility, right then and there. The relationship between the coach and patient may last weeks or months. Should the patient choose not to wait for the coach, they are given a list of all the recovery facilities/programs that they may contact on their own. Dr. Begg stated that the CCAR program at Danbury Hospital was put into effect on February 13, 2018.

Ms. Culbert informed the Board that next Thursday, February 22, 2018, at the Ridgefield VNA, Attorney General George Jepsen will speak about the opioid crisis and the legal issues towns may face in dealing with this crisis.

Mr. Meehan related that as the senior active paramedic in Western CT, statistics have changed. Dr. Begg concurred stating that as early as 10 years ago EMS, ER rooms administered 0.4 mg of Narcan and now the standard is 4.0 mg, ten times as much, and still not making a substantial difference.

Mr. Meehan shared that when the Dispatch Center receives a 911 for an overdose, the dispatcher asks the caller if they have Narcan available. In a lot of instances they do and by the time EMS arrives the patient is coherent. EMS is seeing more instances of this in their day-to-day activities. Mr. Meehan stated that the problem with having Narcan immediately available for private use is that it enables the user to continue to use and their family members/friends will not contact 911.

Mr. Read questioned the progress of enforcement of arresting the dealers and holding them responsible. Board members agreed and stated this would be a topic of continued interest and effort on the local level.

Community Health Work

Ms. Culbert stated that as part of the District's Fall Prevention efforts "Matter of Balance" programs have been and will continue to be offered at our Senior Centers. It is an evidence based program that works on understanding fear of falling, risk factors for falling and simple concrete things seniors can do to help reduce these risks. Ms. Culbert noted that Blair Balmforth, Injury Prevention Coordinator at WCHN, recently joined in this effort. He will be sharing program information with EMS providers who go out to homes to people who need lift assists.

Dr. Begg informed Ms. Culbert that there is work group in the State called Mobile Integrated Health Committee that feels EMS should not do anything and that there has been a lot of passionate discussion about this.

Dr. Draper asked where this passion was coming from. Dr. Begg replied from folks who feel that it is part or the bulk of their business - VNA services, home health agencies. Dr. Begg noted that CT has the highest rate of admission to rehab facilities in the country.

Ms. Culbert noted that a recent block grant would enable the Bethel VNA to go in and do assessments for residents that are frequent fallers and who would be willing to have someone come in and inspect their home. The VNA would be acting as an agent of the Health District.

New Business

Below are the resolutions that need to be passed at the Health District meeting to allow Donna M. Culbert, Director of Health to continue to apply for and execute contracts for grant funds.

The first resolution reads as follows:

"Be it resolved that, on February 15, 2018, pursuant to Section 19a-243 of the Connecticut General Statutes, Donna M. Culbert, MPH, PE, RS, Director of Health for the Newtown District Department of Health, is authorized to make and to approve on behalf of the District any and all contracts or amendments thereof with the State of Connecticut Department of Public Health, for the Purpose of Public Health Emergency Response and Preparedness Planning."

Bernie Meehan made a motion to accept the above resolution. Seconded by Curtis Read. No opposition. Motion approved.

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The second resolution reads as follows:

“Be it resolved that, on February 15, 2018, pursuant to Section 19a-243 of the Connecticut General Statutes, Donna M. Culbert, MPH, PE, RS, Director of Health for the Newtown District Department of Health, is authorized to make and to approve on behalf of the District any and all contracts or amendments thereof with the State of Connecticut Department of Public Health, for health promotion, health education and risk reduction programs.”

Bernie Meehan made a motion to accept the above resolution. Seconded by Herb Rosenthal. No opposition. Motion approved.

2018-2019 Budget

Ms. Culbert explained to the Board Members that the line items in the proposed 2018-2019 budget have remained the same with the exception of the Salary line item and associated Payroll Expenses. Ms. Culbert stated that the NHDEA contract will expire this year and will have to be renegotiated and for that reason monies have been placed in the Labor Contract line item. Ms. Culbert noted that Dr. Grossman and Herb Rosenthal negotiated the last contract.

Ms. Culbert's review and raise for 2018-2019 was discussed by the Board members and it was agreed that the Board should meet again in May and cover this item.

It was noted by Mr. Rosenthal that Ms. Culbert presented a budget to the BOS that the BOH did not approve. Prior to submitting to the First Selectman's office, the budget should be reviewed and approved by the BOH. Ms. Culbert acknowledged Mr. Rosenthal's concern. It was agreed by the BOH that meetings need to be held more frequently.

Dr. Grossman shared that in years past he and Ms. Culbert have presented the budget for approval to the Board of Selectman. Ms. Culbert explained that because the increases in the past budgets have been minimal, the First Selectman has not found it necessary.

After some discussion about the DOH's potential future salary increase, it was agreed that if the BOH members agreed to approve the proposed 2018-2019 budget, that the Board could make an appropriation to cover an increase from the Fund Balance or Contingency.

Bernie Meehan made a motion to accept the budget for 2018-2019 as presented. Curtis Reed seconded. No opposition. Motion approved.

Data Haven

Ms. Culbert informed the Board members that there is an organization called Data Haven that does state-wide surveys as well as county and city-wide surveys. While Newtown has been involved in Data Haven's previous data collecting surveys, Ms. Culbert shared that these surveys tend to focus on bigger cities and that if Newtown wanted Town specific data, it would have to pay for additional surveys.

Ms. Culbert noted that Jennifer Barahona, Director of The Newtown Sandy Hook Community Foundation, is interested in participating in Data Haven's well-being data collection survey for the town of Newtown. It would be a telephone survey conducted by professionals. Ms. Barahona contacted Ms. Culbert today to say that she has been able to obtain \$8,000 from donors on our behalf. Data Haven was looking for \$9,000 which would get us 200 surveys.

Mr. Read asked Ms. Culbert what kind of information the survey collects. Ms. Culbert replied all kinds of basic demographics, diagnosis of health conditions, mental health, access to care, neighborhood information. Mr. Meehan asked if the survey information from other communities has had an impact on how they offer services. Ms. Culbert stated it can be beneficial in applying for grants.

Curtis Read stated it was a discretionary need because people do not answer their phones now. Ms. Culbert stated that a mailing survey was being considered. Mr. Read asked if Data Haven's survey would be specific to Newtown. Ms. Culbert replied no.

Mr. Read made a motion to allocate \$1,000.00 from the Contingency Line Item to participate and contribute to the Data Haven survey effort. Seconded by Herb Rosenthal. No opposition. Motion approved.

AARP Liveable Communities

Herb Rosenthal asked if Ms. Culbert had been contacted by AARP Liveable Communities workgroup. Ms. Culbert stated that she has been in contact with John Boccuzzi and he has put her in contact with Ned Simpson. Ms. Culbert stated they met and discussed what kind of programs are available in the community and what could be expanded upon and that it was not only for seniors. Ms. Culbert shared that she was more than willing to participate and see where it goes.

Vacation Plans

Ms. Culbert informed the Board members that she is planning to go to Tokyo from April 24 to May 8th. Once it is confirmed, BOH will be notified.

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Flu Vaccine Clinic

Ms. Culbert explained to the BOH that the Bethel VNA hosted a Flu Shot Clinic on Saturday, February 10th, at their facility and noted that Dr. Begg stopped by. Ms. Culbert shared that flu shots were administered to 105 people, 60 were from Newtown.

Ms. Culbert acknowledged that the fine turnout was partly due to a Newtown Bee on-line article and the Newtown High School Facebook page.

There was some discussion amongst Board members regarding the current number of flu deaths and the fact that flu season has not peaked yet.

Adjournment

Having no further business. Mr. Meehan made a motion to adjourn. Motion seconded by Herb Rosenthal. No opposition. Meeting adjourned.

Submitted by:



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Newtown Health District
*serving the towns of
Bridgewater, Newtown
and Roxbury*

NEWTOWN DISTRICT DEPARTMENT OF HEALTH Board of Health meeting February 15, 2018

Update of District activity

- **Environmental activity** July 1, 2017 to February 14, 2018
 - Soil testing – 95
 - Septic Repairs – 56 New Septics – 24
 - Wells (deepening and new) – 37
 - Building permit sign-offs – 158
 - Cedarhurst water system – request to cease operations – on-going
 - Drought – is over (for now) still emphasize conservation
 - Joshua Heights – proposed development in Bridgewater
 - Adoption of the FDA Food Code – changes for both the industry as well as us (the regulators)
- **Community Health activity**
- Substance Abuse and Opioids:
 - Newtown Prevention Council (coalition of community members toward a safe and substance free town) working with NYFS on Coalition Strengthening grant.
 - The Prevention Council of Bridgewater, Roxbury and Washington
 - HVCASA (Housatonic Valley Against Substance Abuse) regional coalition.
 - CT Association of Directors of Health ad-hoc committee on Substance Abuse with focus on Opioids. Working on making OD reportable event.
- Community Health work. Continue work with the greater Danbury/HVCEO region on Chronic Disease prevention, engaged with committee on Wellness “Know Your Numbers” campaign. Focus on physical activity, improved nutrition, heart health, diabetes prevention. Maureen Farrell from Regional Y is our committee chair. Have added major emphasis on Fall Prevention.
- Health Promotion efforts at the Newtown Municipal Center monthly. Maureen has been instrumental in putting together the information and displays with support from the staff.
- Continue working with mental health and other health care providers regarding community resilience. Participating in a leadership group with First Selectman, Supt of Schools, Newtown Youth and Family Services Director, Center for Support and Wellness Director, Resiliency Center of Newtown, Director of Newtown Sandy Hook Community Foundation, and consultant.

**Newtown Health District
Proposed Budget FY 2018-2019**

Line Items *	Expenditures	Source	Revenues
Salaries	\$429,708.19	State Per Capita Grant	
Payroll Expenses	\$60,466.74	Newtown (Town)	\$48,201.75
Operating Programs	\$22,450.00	Newtown (Borough)	\$3,638.95
Legal/Financial	\$16,080.00	Bridgewater	\$3,069.15
Transportation	\$11,500.00	Roxbury	\$4,045.95
Health Insurance	\$14,000.00	Fees (estimated)	
CIRMA Insurances	\$106,845.00	Newtown (Town & Borough)	\$80,000.00
	\$22,830.00	Bridgewater	\$7,000.00
		Roxbury	\$9,500.00
Capital	\$0.00	Grants	\$9,000.00
Contingency	\$5,000.00	Fund Balance	\$35,000.00
TOTALS	\$688,879.93	Total State, Fee, FB Rev.	\$199,455.80
		Local Per Capita	
		Newtown (Town)	\$400,148.92
		Newtown (Borough)	\$30,208.90
		Bridgewater	\$25,478.68
		Roxbury	\$33,587.63
		Total Revenue	\$688,879.93

* - detail for line item expenditures on following pages

District Member	population	Local Per Capita Cost
Town of Newtown	26,055	\$400,148.92
Borough of Newtown	1,967	\$30,208.90
Town of Bridgewater	1,659	\$25,478.68
Town of Roxbury	2,187	\$33,587.63
Total District Population	31,868	\$489,424.13

Request for Local Contribution	
Town of Bridgewater	\$23,228.68
Town & Borough of Newtown	\$278,322.82
Town of Roxbury	\$30,837.63
Total Request	\$332,389.13

**Newtown Health District
Proposed Budget FY 2018-2019**

Line Items *	Expenditures	Services from Newtown	Services from Bridgewater	Services from Roxbury
Salaries	\$429,708.19			
Payroll Expenses	\$60,466.74	\$22,480.00		
Operating	\$22,450.00	\$12,000.00	\$ 2,250.00	\$ 2,750.00
Programs/Contractu	\$16,080.00			
Legal/Financial	\$11,500.00			
Transportation	\$14,000.00	\$11,000.00		
Health Insurance	\$106,845.00	\$106,555.00		
CIRMA Insurances	\$22,830.00			
Capital	\$0.00			
Contingency	\$5,000.00			
TOTALS	\$688,879.93	\$152,035.00	\$2,250.00	\$2,750.00

Request for local Contribution

	Per Capita Cost	Services Provided	Total Request
Town and Borough of Newtown	\$430,357.82	\$152,035.00	\$278,322.82
Town of Bridgewater	\$25,478.68	\$2,250.00	\$23,228.68
Town of Roxbury	\$33,587.63	\$2,750.00	\$30,837.63

**Newtown Health District
Proposed Budget FY 2018-2019**

Expenditure Detail

SALARIES

Director of Health	\$93,550.00
Medical Advisor	\$10,042.00
Administrative Assistant	\$48,175.66
Senior Sanitarian	\$79,748.99
Assistant Sanitarian	\$74,483.27
Assistant Sanitarian	\$74,483.27
Food Service Inspector	\$37,000.00
Labor Contract	\$12,225.00
TOTAL	\$429,708.19

PAYROLL EXPENSES

Social Security	\$32,786.74
Pension	\$22,480.00
O.O.D. pension	\$5,200.00
TOTAL	\$60,466.74

OPERATING

Office supplies	\$1,000.00
Telephone	\$500.00
Field Equipment	\$200.00
Office Equip. Maintenance	\$200.00
Specimen Transportation	\$1,500.00
Clothing	\$1,200.00
Dues/Subscript.	\$850.00
District offices	\$17,000.00
TOTAL	\$22,450.00

PROGRAMS

Health Education	\$4,180.00
Medical Supplies	\$2,000.00
Educ./Training	\$1,000.00
Water Testing	\$900.00
Food Protection program	\$1,000.00
VNA Nursing	\$4,500.00
Environmental Health Services	\$2,500.00
TOTAL	\$16,080.00

LEGAL/FINANCE

Accounting	\$5,500.00
Legal	\$500.00
Payroll	\$3,000.00
Bookkeeper	\$2,500.00
TOTAL	\$11,500.00

TRANSPORTATION

Vehicle Leasing (3 trucks)	11,000.00
Transportation reimbursement	2,750.00
Misc. reimbursement	250.00
TOTAL	14,000.00

HEALTH INSURANCE

Health Insurance	106,555.00
Health Insurance Copay	0.00
DOH - Life	290.00
TOTAL	106,845.00

Insurances

Workers Comp	6,530.00
Other CIRMA ins	16,300.00
TOTAL	22,830.00