

MINUTES

Board of Health Meeting

January 29, 2009

Present: Robert Carangelo, Esq.; Dr. Robert Ailleo; Dr. Peter Arturi; Dr. Marilyn Ross Cahn; Dorian Fabio; Dr. Michael Franco; Caroline Baisley, Director

Absent: Dr. Naomi Tamerin

Chairman called the meeting to order at 6:10 PM

MINUTES

The minutes of the November 24, 2008 meeting were approved unanimously.

(Motion: Ailleo / Second: Arturi / Vote: Unanimous – 6 in favor - 0 opposed

DEPARTMENT OF HEALTH 2009-2010 OPERATIONAL PLAN

Chairman noted that the Director did an outstanding job on the 2009-2010 Operational Plan. The Director commended the staff for its hard work and summarized the Plan, stating that the purpose of the Plan is to allow the Department to implement a health improvement planning and reporting initiative by using a performance measurement system. The Director stressed that the staff is taking its goals and objectives more seriously this year since goals that were not completed last year were carried into the 2009-2010 planning year. The Director also mentioned that performance management is a good tool, but difficult to follow unless it is discussed and followed regularly. Discussion between the Director and Board ensued as the Director outlined the highlights of the Plan, noting that the Plan includes:

- 8 accomplishment categories designed according to mandated and essential services. In total, 37 accomplishments are listed
- A list of 11 goals and objectives for 2009-2010
- Department Issues:
 - Inadequate workforce
 - Inadequate technology
- Organization chart and personnel staffing
- Financial summary and revenues
- Department of Health's Proposed Balanced Scorecard Chart which is an executive summary of the strategic plan

Chairman thanked her for her efforts on a well thought-out plan.

THE NATHANIEL WITHERELL BUILDING COMMITTEE

Dr. Arturi provided an update on the work of The Nathaniel Witherell Building Committee, noting that the Building Committee has met 30 times since June 18, 2008; unfortunately, the Committee is behind its timeline for completion of construction activities by June 2011.

The Building Committee has very strong components and has selected the architectural services of the S/L/A/M Collaborative. Voting members were given 17 potential construction company contracts to review for construction manager and will score the various interested parties. Of the final responses, approximately six finalists will be presented to the Committee and hopefully a construction manager will be selected in 2009. It is hoped that construction will be able to begin in 2010 and be completed by 2013.

Chairman thanked Dr. Arturi for representing the Board faithfully at the meetings and asked if someone would take Dr. Arturi's place during his absence in March and April. Dr. Ross Cahn agreed to fill in for Dr. Arturi providing she has no conflicts.

OTHER BUSINESS

2009-2010 Department of Health Budget: Chairman discussed issues surrounding the 2009-2010 proposed budget, stating that he called the First Selectman to discuss his proposal to eliminate the two open positions (Environmental Hygienist and Environmental Services Coordinator) in the Division of Environmental Services. After discussing the need to keep these positions, Chairman stated that he would like to present justification for them to the BET Budget Committee. The Chairman also spoke about the position document that was sent to the First Selectman after his discussion with him. Lengthy discussion ensued about the impact on public health in the community as a result of the proposed elimination and it was the consensus of the Board to move forward. Chairman asked the Director to draft a letter to the Chairman of the Board of Estimate and Taxation Budget Committee requesting an opportunity to be heard at the budget review session.

Youth Health Survey: Chairman noted that a scheduled meeting with the Board of Education to discuss the need to conduct a youth health survey in the school system had to be canceled due to an emergency and will be rescheduled in the near future.

Public Health Emergency Planning: Chairman noted that the Connecticut Department of Health Public Health Emergency Planning Section chose Environmental Health's Foodborne Outbreak Annex as the Best Practice document in the State.

Restaurant Inspection: Chairman referred to an issue pertaining to state regulations on bathroom requirements at food service establishments with seating. Brief discussion ensued and it was noted that the matter would be investigated.

Dogs at Greenwich Point: Brief discussion ensued about enforcement of off-leash dogs at Greenwich Point. It was noted that the dog park had been established for off-leash dogs.

Daycare Ordinance: Director mentioned the need to draft a daycare ordinance for Board review and stated that one will be forthcoming in the coming months.

There being no further business, Dr. Ailleo moved to adjourn the meeting at 7:30 PM.
(Motion: Ailleo / Second: Arturi / Vote: Unanimous – 6 in favor - 0 opposed)

Respectfully yours,

A handwritten signature in black ink that reads "Marilyn Ross Cahn". The signature is written in a cursive, flowing style.

Marilyn Ross Cahn, MD
Secretary