



Westport Weston
Health District

REGULAR MEETING

WWHD BOARD OF DIRECTORS

December 12, 2016

Subject to change until approval by Board of Directors

The Regular Meeting was called to order by Chairman Otis Crawford at 7:30 pm. The following voting Board Members were present: Chairman Otis Crawford; Director Catherine Revzon, Director Ian Lewis, Director Dr. Loffredo, and Director Wendy Stahl

Also present were: Mark A.R. Cooper, Director of Health; John Cimarosa, Director of Finance and Special Projects, Dr. Steinman, Medical Advisor, and Jeff Andrews, Chief Sanitarian.

Approval of Minutes

Chairman Crawford asked if there were any questions or comments on the November 14, 2016 Minutes. Director Revzon note a minor correction on page 2, beginning of 7th paragraph it states that Director Revzon noted....; Director Revzon indicated it should say Director Stahl noted.... Being no further questions or comments, on a motion made by Director Revzon and seconded by Director Loffredo, the November 14, 2016 Minutes were approved. Chairman Crawford voted yes; Director Revzon voted yes, Director Loffredo voted yes, and Director Stahl voted yes.

Motion was approved 5 to 0

Strategic Planning - Environmental Health Review

Recognizing staff present to give a report, Chairman Crawford with consent from the Directors moved this item up the agenda. Mr. Cooper thanked the Chairman and distributed copies of the Environmental Health Section of the District's Annual Activities and FY2018 Discussion Report to help Directors understand the scope of what Environmental Health does. He then introduced Mr. Jeff Andrews, Chief Sanitarian, present at the meeting to discuss the District's environmental health efforts.

Mr. Andrews outlined the range of activities that encompass environmental health. Food protection activities is a big part of environmental health with about 210 establishments needing inspection every three months. There was discussion on how inspections are done and the need to inspect food trucks

He emphasized that one of the major driving uses of staff time are construction related activities, everything from wells, septic systems, pools and other accessory structures. Planning and Zoning has implemented a procedure for properties served by private septic systems; Health approval must be obtained prior to submitting to Planning and Zoning, including accessory structures such as swimming pools, decks, stone walls, driveways, walkways, etc. Health review requires an evaluation of the functionality of the existing septic system. There was general discussion on the benefits of a properly functioning septic system and how they help recharge ground water.

Daycare, day camps, and cosmetology facilities were discussed. Day care facilities get inspected every two years, day camps and cosmetology facilities are inspected annually. Cosmetology facilities that offer pedicures are inspected twice a year. Health clubs are not inspected.

The District provides beach water sampling from Memorial Day through Labor Day. Mr. Cimarosa has been collecting the samples weekly at 5 locations in Westport and 2 in Weston. The water samples go to the state for analysis. Beaches are closed when bacterial levels exceed guidelines. There was general discussion on sample collection and result interpretation.

The District also responds to lead complaints, usually related to sanding and repainting of homes. There are federal requirements. Monica Wheeler, Director of Community Health and Mark Cooper, Director of Health do the child blood lead level follow up and investigations. There was general discussion on lead and radon in homes and the risk associated with each.

Director Stahl asked how it is known that radon causes cancer. Dr. Steinman responded saying through demographic studies in areas where radon is low and where it is high. Cancer rates can be matched with radon concentrations.

Mr. Andrews noted that part of what the Health District does is inspect garbage trucks, mostly to make sure the rear trash compactor seals are intact and prevent the dripping of nasty juice all over driveways and roads. They are also checked for leaking oil, etc.

Director Revzon asked about temporary food events, what are the requirements. Mr. Andrews responded that the organizer completes a multi-vendor food event application listing all the vendors and/or sources of food and outlines how they will keep cold things cold and hot things hot during transport and storage before selling to the public. Using licensed food facilities makes this much easier. Private functions, not open to the public, do not require prior approval. There was general discussion on community events and farmers markets that may have a food component.

Director Revzon asked about the incident involving pet hoarding and how the District got involved. Mr. Cooper responded that the incident was a multi jurisdictional response to a complaint received by Weston officials about odors detectable from the street. The District's function was to determine whether the house was habitable from a health perspective. It was not, and was so posted by the District. Mr. Cooper commented that he found this to be very good example of how a hoarding and/or other such complaint should be handled by a town and its agencies.

Director Stahl asked what are Environmental Health's trouble points; what is getting more difficult. Mr. Andrews responded that Westport and Weston are very busy towns with a lot of high end activity with clients that have high expectations and want things done very quickly. It is sometimes difficult to balance all that needs to get done with such service expectations. Some of the projects are very complex with very detailed site development plans that need careful reviews. Sometimes the plans are subpar and do not meet minimum Health Code requirements and get denied. The developer will blame the District when it was subpar plans that caused the delay. Mr. Cooper stressed that great effort is made to treat everyone with respect and fairly, first in line gets attention before the next in line. When there are truly extra special circumstances or emergencies, these issues are to be brought to his attention so he can determine whether something can be done. There was discussion on the permitting and plan review process and all the things that happen from the start to finish of many project.

Chairman Crawford asked if there were any more questions of Mr. Andrews, there was none.

Correspondence

Mr. Cooper noted that a majority of correspondence in each Board members meeting package is related to the State Department of Health's legislative proposal to consolidate local health departments. He distributed copies of Commissioner Pino's draft legislative proposal to Board members. There was discussion on the State's historic efforts at regionalization and of the potential impacts the proposal would have on public health in Connecticut and what it might cost the towns of Westport and Weston.

It appears the state is moving LHDs towards providing health care delivery to reduce state Medicaid expenditures on emergency room visits by providing preventive health programs. This may be following the more global trend of health care provider consolidation and rise of accountable care organizations. It appears the State Health Department may be trying to consolidate LHDs and get them to interface with other health providers and accountable care organizations to tap into funding streams anticipated by the Affordable Care Act.

It was also noted that the District has received a letter from the Honorable James Marpe, Westport First Selectman, appointing Wendy Stahl to a full term on the Board.

Director of Health Report

Mr. Cooper summarized the operational and permit activity reports for the month of November. He gave a brief explanation of the data and how each report is used. There appears to be a slowing down trend regarding new permit activity in both Westport and Weston.

Financial Report

Mr. Cimarosa noted that in regards to the Consolidated Income Statements, it would appear the District is about \$3,000 behind where it was last year in terms of permit fee revenue. Environmental fees are down because of less volume. Currently, the year end projection is about \$60,000 less than last fiscal year, even though fees were raised last year. Community Health

revenue is also down, mostly due to 3rd party reimbursement rates being much lower than what the actual charge is. The insurance companies are now expanding their contracts with the District to include the majority of the vaccinations provided. When the District began looking to accept 3rd party insurance payments, it was initially just for providing flu vaccine.

Audit

Mr. Cimarosa indicated that Mr. Charles Costello, our auditor, has completed the audit process and has promised to provide the Audit Report prior to the meeting. Unfortunately, he has not been able to do so. Mr. Costello has indicated he has had complications from surgery and will get the report out as soon as possible.

Mr. Cimarosa stated that the big question with the audit is what this year's GASB liability will be for the District's participation in MERS (Municipal Employees' Retirement fund). Last year's liability against the District's balance sheet was huge.

Strategic Planning

With the report from Mr. Andrews on Environmental Health activities, Mr. Cooper will schedule Community Health to present at the next Board meeting.

Meeting Schedule

Mr. Cooper noted the meeting schedule for next year was distributed to each Director in the meeting package. He has proposed the same meeting schedule as before, meeting the second Monday of various months at 7:30pm, unless Directors would like to make a change. He also noted that a correction is needed on the proposed schedule distributed in each Directors meeting package: it should say January 8, 2018, which is the Monday, not January 9, 2018. With that correction and by consensus, members agreed to keep the same meeting dates.

Any other Business

Chairman Crawford noted that the Board is without a Vice Chairman and that it has been tradition that the Chairman and Vice Chairman have been from different towns, one from Weston the other from Westport. When asked if there were any volunteers, Director Revzon did so. No one else expressed an interest. On a motion by Director Stahl and seconded by Director Lewis, it was voted to elect Director Revzon as Vice Chairman.

Chairman Crawford voted yes; Director Revzon voted yes; Director Stahl voted yes; Director Lewis voted yes, and Director Loffredo voted yes.

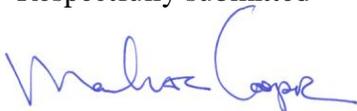
Motion was approved 5 to 0

Chairman Crawford asked if there was any other business. Being none, on a motion by Vice Chairman Revzon and seconded by Director Lewis, it was voted to adjourn the meeting at 9:10 pm.

Chairman Crawford voted yes; Director Revzon voted yes; Director Stahl voted yes; Director Lewis, and Director Loffredo voted yes.

Motion was approved 5 to 0

Respectfully submitted

A handwritten signature in blue ink, appearing to read "Mark A.R. Cooper". The signature is fluid and cursive, with the first name "Mark" and last name "Cooper" clearly distinguishable.

Mark A.R. Cooper Director of Health
Westport Weston Health District