

**Health Commission Meeting
City of Stamford
DRAFT MINUTES
March 8, 2018**

Commissioners Attendance September 2017 - March 2018:

Present:

Dr. Peggy Cobb (4-3)
Dr. Thomas Getreuer (6-0)
Ms. Patricia Parry (6-1)

Absent:

Dr. Barbara Decker (5-2)
Dr. Roslyn Burton-Robertson (4-3)

Guest Attendance: Dr. Jennifer Calder, Director of Health

Meeting called to order		Dr. Getreuer called the meeting to order at 9:08 am.
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Minutes:

Minutes of February 22, 2018	The February 22, 2018, meeting minutes were reviewed.	Ms. Parry moved to approve the February 22, 2018, minutes with corrections. Dr. Cobb seconded. Approved unanimously.
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Correspondence:

Letter from Attorney Gordon	A letter that was received last month by Dr. Calder from Attorney Gordon regarding the December appeal of 55 Vernon Place., and distributed to the Health Commissioners at the Feb. 22, 2018 meeting. Dr. Getreuer stated the request of the letter was for an extension of the compliance deadline. Followed by a discussion of the Health Commission.	
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Director of Health Report:

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Dr. Jennifer Calder	Dr. Calder reported on the Department: • Dental Hygiene program: ○ Working to formalize an MOU with the University of Bridgeport. ○ The Dental Hygiene program will be 90th years old this October. • Environmental Health Services: ○ FDA food code ○ Illegal housing database • Laboratory: ○ The plan right now is going forward to have the outside laboratory that does the pesticides testing to incorporate the pickup into the fee. • Nursing: ○ Still working on the Sheltering plans. ○ The Mayor approved the recommended restructuring of the Community Nursing program. • Public Health Education: ○ The Mayor wants to see the public health education activities expanded with more metrics. • Emergency Preparedness: ○ Still working on the preparedness grant. • WIC: ○ The local action plan was accepted by the Department of Public Health. General Department Issues: • Water: ○ We are having discussions about	
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	irrigation. • Working on internal policies and procedures ○ Policies and procedures – there are major administrative challenges. ○ Public Health Champions – no one responded with suggestions. We should start planning earlier next year. ○ Staff physical moves are completed, but we are still cleaning up to make the area more customers friendly. • Budget for FY 18/19 ○ We had and submitted the final budget. • Community Health Needs Assessments is about to start this year. Dr. Calder will be working with Data Haven.	Ms. Parry suggested that the Health Commission nominates or pick someone to honor for Public Health Week. Dr. Calder distributed copies of the department presentation.
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Director of Public Safety, Health & Welfare Report:

Mr. Jankowski was not present		
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New Business:

Meeting schedule – special meeting	Dr. Getreuer stated that the Health Commission would try not to change the date of the meetings. The Commission cannot add new things to the agenda when it is a special meeting. Ms. Parry asked if anyone wants to make a change in the date and times of the meetings. Ms. Parry informed the Commissioners that the action items must be posted within 48 hours, and minutes must be posted within 7 days. Dr. Getreuer asked if the Commission wants to meet during the Summer.	The Health Commission has agreed to meet July 12 and August (date to be determined).
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The December appeal for 55 Vernon Place and a letter from Attorney Gordon regarding 55 Vernon Place	The Commissioners discussed Attorney Gordon's letter under correspondence.	Ms. Parry motion that the Health Commission respond to Attorney Gordon's letter, and request a response by March 16, 2018. Dr. Getreuer will write the letter and send it to Ms. Scott to put on letterhead and mail out March 9, 2018. Ms. Parry suggests that the Health Commission schedule a follow-up meeting or conference call on Monday, March 19th at noon to address the response from the Attorney.
Agenda items	Dr. Getreuer asked if there are any comments on how they are setting up the agenda. Ms. Parry commented, the Commissioners should have agenda items in advance to the meeting and make every effort to have agenda items listed. Dr. Cobb asked, about standing items on the agenda.	
Meeting minutes	Ms. Parry stated the Commissioners should be reviewing the minutes before the meeting, and return to Ms. Scott within a few days of receiving them. In the past, Ms. Parry reviewed the minutes before they were posted.	
Nursing homes		Dr. Getreuer tabled this until the next monthly meeting when Dr. Decker can present.
Email accounts	Dr. Getreuer asked about email accounts for the Commissioners. Ms. Parry stated that she would prefer that the communication with the Health Commission take place at the meetings or has a special meeting.	Dr. Calder will send an email to IT to set-up Dr. Getreuer's email account.

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Old Business:

There was no old business		
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Appeal:

There were no appeals		
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Adjournment:

There being no further business before the regular session of the Health Commission, Dr. Getreuer moved to adjourn the meeting at 11:00 a.m. The motion passed unanimously.

Submitted by,