

**Health Commission Meeting  
City of Stamford  
APPROVED MINUTES  
January 14, 2016**

Commissioners Attendance September 2015 - January 2016:

Present:  
Dr. Peggy Cobb (4-1)  
Dr. Barbara Decker (4-1)  
Ms. Patricia Parry (5-0)

Absent:  
Dr. Bert Ballin (1-4)  
Dr. Edward Schuster (1-4)

Guest Attendance: Mr. Ted Jankowski, Director of Public Safety, Health and Welfare, Mr. David Knauf, Interim Director of Health and Social Services, Ms. Pam Scott, Recording Secretary

Meeting called to order		Dr. Decker called the meeting to order at 9:16 a.m.  Roll call of attendees.
Agenda:	Dr. Decker proposed to review the minutes at the end of the meeting.  The following items are currently on the agenda: <ul style="list-style-type: none"> <li>• Director Jankowski report</li> <li>• Nursing Services for the ARTS Program</li> <li>• Health Departments open positions</li> </ul>	Dr. Cobb moved to review the minutes at the end of the meeting. Ms. Parry seconded. Approved unanimously.

**Director of Public Safety, Health & Welfare Report:**

Director Ted Jankowski	Director Jankowski updated the commissioners on the following items: <ul style="list-style-type: none"> <li>• Personnel-open positions: <ul style="list-style-type: none"> <li>○ Director of Health posting - we are updating job description, and collaborating with several individuals; should have a draft by the end of the week and hoping to post it by next week.</li> </ul> </li> </ul> Ms. Parry asked if the draft job description can be shared with the commissioners as it changes.	Director Jankowski will share a copy of the draft job description and welcome any input from the
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	<p>Dr. Decker asked where will the Director of Health job be posted?</p> <p>Dr. Cobb asked if it will be posted on the city website?</p> <p>Director Jankowski continued with personnel-open positions: We currently have seven open positions.</p> <ul style="list-style-type: none"><li>○ Nursing - Public Health School Nurse for the Private and Parochial Schools</li><li>○ Environmental Inspections – Inspector II</li><li>○ WIC – Program Nutritionist</li><li>○ HIV – Outreach Worker</li><li>○ Social Services – Outreach Worker</li><li>○ HIV – HIV Prevention Counselor</li><li>○ Social Services – Casework Aide</li></ul> <p>A discussion followed regarding the length of time that the positions are vacant and the funding source of some of the positions.</p> <p>Director Jankowski is working with OPM and the Mayor to post the positions.</p> <ul style="list-style-type: none"><li>● Nursing Division:<ul style="list-style-type: none"><li>○ The clinics are moving from 141 Franklin to 137 Henry Street on January 27<sup>th</sup>; resulting in cost savings of \$24,000.</li><li>○ 1 School Nurse out on unpaid leave until March.</li><li>○ Still have Flu vaccines available. We also changed the process of vaccinating school personnel.</li></ul></li></ul>	<p>commissioners.</p> <p>Mr. Jankowski responded the initial job posting would be local, not sure if it will be posted nationally, we will reach out to APHA, and NALBOH.</p> <p>Ms. Scott explained that the job posting would be sent out through the State's email blast.</p> <p>Mr. Knauf added that the CT Association of Director of Health would also circulate the posting.</p>
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	<ul style="list-style-type: none"><li>• WIC Division:<ul style="list-style-type: none"><li>○ Client participation rate increased from 2014.</li><li>○ The Program Nutritionist retired – this position is shared by other community, Stamford, Greenwich, and Norwalk.</li><li>○ WIC is participating in a special Headstart Collaboration project with the Childcare Learning Center.</li><li>○ WIC collaborating with the SNAP-ED program ( a supplemental nutritional assistance program, a food stamps education program). SNAP-ED will be coming to Stamford WIC program on Feb. 1 and 29, and March 28.</li><li>○ The CT WIC Program is implementing a new MIS (Management Information Systems); the plan to rollout is scheduled for May 23, and will include the EBT cards for WIC benefits as in the SNAP food program.</li></ul></li> <li>• Social Services:<ul style="list-style-type: none"><li>○ Eviction program has changed; we now use seasonal employees.</li><li>○ Also working with environmental division on how household items are handled with roaches and bedbugs issues.</li> <li>○ Hoarding Taskforce – Ms. Parry mentioned that there will be meeting next Tuesday, February 2<sup>nd</sup> at 10:00 am.</li></ul></li> <li>• Environmental Inspection:<ul style="list-style-type: none"><li>○ We had 11 no heat complaints, two</li></ul></li></ul>	<p>Dr. Cobb requested to keep personnel-open positions on the Health Commission agenda.</p>
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	<p>relocations.</p> <ul style="list-style-type: none"> <li>○ Lead outreach</li> <li>○ Food Safety Classes – 89 people has taken the class (July-Dec 2015).</li> </ul> <p>Mr. Knauf asked if the classes were mandatory based on orders and the overtime for the program.</p> <ul style="list-style-type: none"> <li>● Laboratory: <ul style="list-style-type: none"> <li>○ STD Clinic</li> <li>○ Well Child Clinic</li> <li>○ Bedbug</li> <li>○ Rabies</li> <li>○ Inhouse testing</li> <li>○ Well testing – completed 862</li> </ul> </li> <li>● Statewide Mass Dispensing Drill – we are participating in the drill on April 14, 2016. Lysa is heading the drill.</li> </ul> <p>Director Jankowski introduced Mr. Knauf, Interim Health Director.</p> <p>Dr. Cobb questioned the status of the Strategic Plan.</p> <p>Ms. Parry and Mr. Knauf mentioned Stamford Hospital is working on the Community Needs Assessment.</p>	
		Director Jankowski responded it was with Ms. Kerri Hagan for review.

**Minutes:**

Minutes of December 10, 2015	Minutes from December 10, 2015, meeting was reviewed.	Dr. Cobb moved to approve the December 10, 2015, minutes with corrections. Ms. Parry seconded. Approved unanimously.
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**New Business:**

There was no new business		
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**Old Business:**

Nursing Services for the ARTS Program		
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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. Decker moved to adjourn the meeting at 10:41 a.m. The motion passed unanimously.
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Submitted by,  
***Pam Scott***  
Pam Scott/ppbd  
Recording Secretary