

**Health Commission Meeting
City of Stamford
APPROVED MINUTES
December 10, 2015**

Commissioners Attendance September 2015 - December 2015:

Present:
Dr. Peggy Cobb (3-1)
Dr. Barbara Decker (3-1)
Ms. Patricia Parry (4-0)

Absent:
Dr. Bert Ballin (1-3)
Dr. Edward Schuster (1-3)

Guest Attendance: Ms. Anne Fountain, MPH, Director of Health and Social Services, Ms. Pam Scott, Recording Secretary

Meeting called to order		Dr. Decker called the meeting to order at 9:11 a.m. Roll call of attendees.
Additional Agenda Items:	Ms. Parry and Dr. Cobb requested the following items to be added to the agenda: <ul style="list-style-type: none"> • A review of the attachments from the Director of Nursing, that were distributed at the last month meeting • Strategic Plan • Department of Health representatives that will be coming to the health commission meeting 	Ms. Parry moved to add additional items to the agenda; Dr. Cobb seconded. Approved unanimously.

Minutes:

Minutes of October 8, 2015	Minutes from October 8, 2015, meeting was reviewed.	Ms. Parry moved to approve the October 8, 2015, minutes with corrections. Dr. Cobb seconded. Approved unanimously.
	Minutes from November 12, 2015, meeting was reviewed.	Ms. Parry moved to approve the November 12, 2015, minutes with corrections. Dr. Cobb seconded. Approved unanimously.

Added Agenda Items:

Distributed Attachments from Director of Nursing of nursing services provided by the division.	Ms. Parry commented on the attachments that were distributed last month Health Commission meeting. She shared her questions regarding the following reports.	
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	<ul style="list-style-type: none"> • <i>Stamford Public School-Summer school report:</i> Ms. Parry questioned the terms listed in the reports for the schools (ie admin visits, management, screenings) She also questioned the specificity of the procedure listed mid page (page 4 of 5) “<i>of students having order log w/ status of given</i>” <p>Dr. Cobb stated that she requested at a previous meeting that the data is presented in a way that describes the number observations versus the number of people.</p> • <i>Infection Disease report:</i> Ms. Parry suggested that the report indicate whether the diseases listed were actual cases or surveillance/screening measures. Also, she felt that flu should be termed Influenza and separated from GI as they are different illnesses. • <i>Tuberculosis report:</i> Ms. Parry recently spoke with the Health Department TB nurse for clarification with the TB report and the process for testing. • <i>Tdap:</i> Ms. Parry asked if the Health Department is giving out free Tdap vaccines. • <i>Flu program:</i> Ms. Parry wanted to commend the Health Department for the remarkable job getting reimbursed. Congratulations to Nancy Palamarcuik who oversees Medicare reimbursements. • <i>Mobile Medical Van:</i> Ms. Parry requested follow up of how often the van goes out, where it goes and who uses its services. • <i>Reach out and read:</i> Ms. Parry questioned who hands out the books and how the data is obtained? 	<p>A meeting is planned to review.</p> <p>Ms. Fountain responded that the nurses do know and can correct the way they report.</p> <p>Ms. Fountain said yes - for anyone who is providing care or is around infants.</p> <p>Ms. Fountain answered that the nurses hand the books out in the Health Department Well Child</p>
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	<ul style="list-style-type: none"> • STD Clinic: Ms. Parry asked what physician oversees the STD Clinic. <p>Ms. Parry questioned if Dr. Seelig is fulltime employee of the city.</p> <ul style="list-style-type: none"> • Well Child Clinic: Ms. Parry questioned an acronym that was used in the report. • Health Services Program Information Survey: Ms. Parry noted this is a survey by the state that all departments respond to and then they put together and send out final report to all Health Departments. Ms. Parry noted that some of the questions leave room for interpretation. <p>Medical Conditions: Ms. Parry commented that the information provided is hand counted, it is not information printed from SNAP. It also appears that the report should be titled <i>Skilled Nursing Needs/Number of Students</i> has overlapping data points and is generated by SNAP. She expressed concern that the data do not seem to match.</p> <ul style="list-style-type: none"> • <i>All orders summary per date range</i>: these are standing orders but not a list of those given. • Ms. Parry mentioned obtaining the clinical guidelines for school nurses. <p>Ms. Parry updated the commissioners on the follow up to the letter sent by the HC to the Mayor. She and Dr. Schuster met with the Mayor on November 23, 2015.</p>	<p>Clinic.</p> <p>Ms. Fountain responded, Dr. Seelig is on the premises, but Dr. Yoon oversees all clinics with his medical license. They work hand and hand.</p> <p>Ms. Fountain stated Dr. Seelig is a fulltime consultant, and she is also in the schools.</p> <p>Dr. Cobb requested the hyperlinks for the clinical guidelines for school nurses and Ms. Parry said she would email/send it to the commission.</p> <p>The Mayor reassured them that he had no intention of changing how School Nursing is administered or cut any of the nurses now working</p>
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<p>Representatives attending the Health Commission meetings</p>	<p>Ms. Parry mentioned she was contacted about nursing services for the Public School ARTS Program.</p>	<p>Ms. Parry will look into and report back.</p> <p>Dr. Decker announced that David Knauf, Interim Health Director will be attending the January meeting.</p>
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Director of Public Safety, Health & Welfare Report:

<p>Anne Fountain, MPH Director of Health and Social Services presented in the absence of Director Jankowski.</p>	<p>Director Fountain thanked the Health Commission for everything; she reassured them that it has been a smooth transition with David Knauf, Interim Health Director coming on board and Dr. Yoon will continue as medical Advisor.</p> <p>Ms. Fountain updated the commissioners on the following items:</p> <ul style="list-style-type: none"> • Health Department Clinics are moving from 141 Franklin to 137 Henry Street effective February 1, 2016. Once the clinic is complete, the Health Commission will be invited to come and see the new clinic. There may be a one week shut down during the move. <p>Ms. Parry asked what clinics will be run at Henry Street.</p> <ul style="list-style-type: none"> • Strategic Plan – Ms. Fountain informed the Health Commissioners that Ms. Kerri Hagan is streamlining the plan. Director Jankowski will work with Ms. Hagan. <p>Dr. Decker asked if the Strategic Plan was approved by the Mayor.</p>	<p>Ms. Fountain responded, Well Child, STD, TB, Travelers, Flu, and Vaccination Clinics.</p> <p>Director Fountain responded, she believed Director Jankowski was sharing it with the Mayor, but no she does not think it was approved.</p>
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	<ul style="list-style-type: none"> • Community Needs Assessment – the Hospital is doing a new Community Needs Assessment and the Health Department is collaborating with them. Data Haven was hired by the hospital. This process started a year ago. • Certification – Ms. Fountain stated that the Health Department applied and did not receive the NACCHO grant to get accreditation for continuous quality improvement plan. <ul style="list-style-type: none"> ○ Ms. Parry requested a hard copy of the standards from PHAB (Public Health Accreditation Board) be kept in print form in the HD • Retirements – Ms. Fountain announced the retirements of Gloria Kelley, WIC Program Nutritionist and Helen Donner, School Nurse. She stated that the department will ask for those positions to be posted and filled. 	<p>The commissioners will follow up on the open positions of the WIC Program Nutritionist, School Nurse and the Environmental Inspector.</p>
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New Business:

There was no new business		
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Old Business:

Diabetes Education		
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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 10:16 a.m. The motion passed unanimously.

Submitted by,

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Pam Scott

Pam Scott/pp
Recording Secretary