

# Darien Health Department

Advisory Board of Health  
Meeting Minutes  
Tuesday, June 13, 2023 @ 5:00 PM  
Virtual ZOOM Meeting

## Meeting called to Order at 5:04pm by Kevin Cunningham

**Members Present:** Kevin Cunningham (Chair). James “Mac” Patrick, Christine Castles, Andy Matthiesen, David Knauf (Staff)

## Review and Approval of March Minutes – Unanimously approved

### Food Code Regulations – Overview

- Revised fee schedule, as reviewed by ABH, was approved by the BOS.
- The Statewide adoption of the FDA Food Code necessitated revision of local Food regulations. Proposed regulations have been reviewed and approved by Town Council. The regulations are subject to ABH vote of approval prior to going into effect. Highlights of changes are as follows:
  - Sec. 30-R-4-3 Definitions
    - (C). *Food Service Classification* now based on risk category of food preparation and population served
    - (H) *Inspection Report* : no longer based on a score
    - (O) *Violations* now evaluated by risk-based system using the terms “Priority”, Priority Foundation” and “Core”, with priority being the most serious.
  - Sec. 30R-4-10 Inspection Reports, Availability & Ratings
    - (A) Now specify timeframe for correcting violations
    - (B) Placard to notify patrons of inspection report availability
    - (C) Ratings – currently suspended.
  - Sec. 30R-4-11 Enforcement complete revision has been provided.

## Vote to Approve Food Regulation Changes – Unanimously approved

### Report from the Director of Health

#### 1. Proposed Departmental Reorganization

- Full Time Sanitarian: I have renewed my request for a full time Registered Sanitarian due to increasing demand from new food service and salons (12 new restaurants & 4 new salons since January). Ability to continue providing timely service is threatened without additional help especially critical now since one part time person has announced her plan to retire soon. Workforce development grant

funds are available to begin funding the position this summer, rather than in January.

- New Position Request: renewing my request for an Assistant Director of Health – grants are available to expand programs and help fund the position. Part of my succession-plan.

## 2. Staff Update

- Mindy Chambrelli has completed her MPH program and with that degree, she now meets statutory requirements to serve as a Director of Health. She is a critical component of this Department's functionality, and a real asset to the Town. As a means of active retention, I am requesting the re-activation of the Assistant Director of Health position. Other achievements include:
  - NEHA recognition – part of national campaign
  - PSA Videos (radon, food inspections, cosmetology salons and a new one highlighting how local health departments work to protect the health of residents.
  - Conducts regular inspections of food service facilities, cosmetology salons, public pools, plan reviews and inspections of septic system installations.
  - Working with staff and other LHDs to assimilate changes necessitated by the FDA Food Code.
- Paula Sutcliffe has collaborated with Human Services Director, Ali Ramsteck, to offer a training course in Mental Health First Aid. Two sessions have already been held with another scheduled for later this summer. She has also begun inspecting cosmetology salons.
- Nick Jossem will be outfitting the “pod-in-a-box” mobile clinic supply trailer when it arrives.
- Cedric Goo is inspecting food service facilities, inspecting public pools and collecting water samples weekly at our beaches. Results are posted on-line. We also maintain a HOTLINE in the event of beach closures.
- Lori Romick continues performing plan reviews for new proposed food service and cosmetology salons. She has also provided valuable input into the Food Service regulation update to conform to FDA requirements.
- Looking to add a summer intern/part time college student to work on special projects.

## 3. Health Needs Assessment Proposal

I am requesting approval to move forward with conducting a Community Health Needs Assessment, with a focus on chronic illnesses and mental health. I believe this is a critical time to perform this analysis so we can evaluate the impact from the pandemic. We have two price quotes with very different rates for comparable services.

**4. Drought & Wildfire Smoke**

Discussion of Town response, messaging and website information.

**5. Noise**

Discuss bans of leaf blowers and lawn maintenance equipment – suggested this be an initiative to be advanced by residents, not the Health Department.

**6. COVID**

Official declaration for the end of the emergency, for now.

**7. Other Business - None**

Motion to Adjourn, approved unanimously at 6:15pm

Respectfully Submitted,

Kevin M. Cunningham, ABH Chair