

**MINUTES**  
**Trumbull Board of Health**  
**Minutes**  
**September 9, 2015**

**Members Present:** Richard Bellows, Eileen Panesse, Deborah Cavalier, Deborah Charles, Nancy Busch.

**Not Present:** Director of Trumbull Public Health Department, Rhonda Capuano, Physician of Record, Joel Kunkel, MD

CALL TO ORDER: Chairman Bellows called the Trumbull Health Board to order at 6:02PM.

Pledge of Allegiance.

The Board reviewed the minutes for the July 22, 2015.

Moved by Ms Busch to accept the minutes of the July 22, 2015 without changes, seconded by Eileen Panesse. Motion carried unanimously.

Chairman Bellows reported that the August meeting was not held due to lack of quorum.

In Ms. Capuano's absence, Chairman Bellows presented her report:

With respect to the new facility, Chairman Bellows indicated that he visited the new facility and was pleased with the layout, ample space, and overall facility. Discussion ensued regarding the furnishings which are presently leftover furniture from various town sources. Ms. Charles suggested that we look into corporations who might be giving away furniture due to relocating, etc.

Regarding operations:

- The Department has ordered 500 doses of multi-dose vials of Quadrivalent flu vaccine. We are planning flu clinics in October at the Board of Ed, Stern Village, Teresian Towers and by appointment at the Health Dept.

- The Department has issued temporary licenses to food vendors for various church fairs and the Town Fall Festival. One of the per diem Sanitarians visits each event to ensure that everything is in order.
- The Department is working with Fairfield University School of Nursing on various events, and will be meeting with the Sacred Heart University School of Nursing regarding possible internships as part of their community health experience. Ms. Busch discussed the structure of said programs.
- The Health Director will be attending an orientation for new health directors in the State next week. An Acting Director will serve in her place.

Regarding staffing:

- An RN has been hired and will begin employment on 9/10/15. He is a Trumbull resident and will be oriented by the per diem RN regarding procedures, etc.
- The Town is covered 5 days per week by per diem Sanitarians from Norwalk and Fairfield while we seek a full time Town Sanitarian. Although the position has been posted for some time, no viable candidates have been interviewed. It was suggested that Director Capuano also reach out to local universities with Sanitarian degree programs.

The October Health Fair is scheduled to take place on 10/9/15 at the Senior Center. The Fair is open to the public.

Chairman Bellows reminded the Board that the scheduled meetings are the second Wednesday of every month at 6PM. The November meeting may need to be rescheduled due to the Veteran's Day Holiday.

Moved by Ms Busch, seconded by Ms. Charles to adjourn the meeting at 6:30pm. Motion carried unanimously.

Respectfully submitted,

Nancy Milewski