Public Health
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TRUMBULL HEALTH DEPARTMENT

Trumbull Health Board
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Trumbull, CT 06611
Phone (203) 452-1030 • Fax (203) 452-1050

MINUTES
March 11th, 2026
Trumbull Health Department

Members Present: Nancy Busch – Chairperson, Debbi Charles, Allison Vallance, Karen Tolk & Glenn Rich, MD

Members Absent: None.

Also Present: Joan Littlefield – Director of Health, Trumbull Community TV, Taylor Pennino – Administrative Assistant

Call to Order: Ms. Busch called the Trumbull Health Board to order at 6:32 p.m.

Public Comment: None.

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Ms. Vallance made a motion to accept the February 11th meeting minutes, seconded by Dr. Rich. Motion carried unanimously.

Ms. Littlefield updated the Board on the FY2027 Health Department budget. The Board of Finance meeting was held on March 10, 2026. Ms. Littlefield reviewed each line of the budget with the Board, and all changes that were made from FY26 to our proposed budget for FY27.

Ms. Littlefield provided a recap of department activity since the last meeting.

- 13 people came to our Know Your Numbers Clinic
- Blood Drive was successful; there were 44 donors. At the blood drive, we were able to administer 8 A1C tests and 3 Narcan trainings
- TAG team decorated Senior Center for Valentine's Day
- We responded to the water line break on February 11th and kept the restaurants and public safe
- We placed our flu vaccine order for Fall of 2026
- Food licensing permits have begun, and are due no later than March 31st
- Ms. Littlefield and Mr. Jackson met with the Tax Collector to discuss restaurants that also owe taxes
- Cyber Security exercise with Stratford and Monroe was cancelled due to partial DHS shutdown
- Preparedness Coordinator and Public Health Nurse continue to plan the Region 1 Biohazard 100 tabletop exercise for March 19, and the subsequent Region 1 Biohazard 200 fully functional exercise on April 17. This exercise will involve a full Point of Distribution setup. Volunteers are welcome to participate.

- Still reviewing EHR systems to try and streamline the patient experience and front desk operations
- Mr. Jackson has been mentoring a sanitarian in New Canaan to get certified
- Ms. Cousins has been mentoring an RN student
- 3 of the staff have been taking the SSDS course through SCSU as a part of the Environmental Health Training Program series
- Ms. Littlefield passed her Food Protection Course exam
- April 8th is Save a Life Day. We will be holding Narcan trainings here at the Health Department on that day
- Public Health Week is April 6th to 12th
- Madison Middle School Health Fair is coming up on April 23rd
- Ms. Charles asked if we received good results with Radon testing this season. Ms. Littlefield stated we did not receive many radon test results back yet

Old Business:

- None.

New Business:

- None.

Dr. Rich made a motion to cancel the April 8th Health Board meeting, seconded by Ms. Tolk. Motion carried unanimously.

There being no further business brought before the Board, a motion was made by Ms. Tolk and seconded by Ms. Vallance to adjourn the meeting at 7:13 p.m. Motion carried unanimously.

The next meeting is scheduled on May 6, 2026, at 6:30 pm, in person at the Health Department.

Respectfully submitted,

Taylor Pennino
Trumbull Health Administrative Assistant