



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

(203) 797-4625
FAX (203) 796-1596

July 26, 2005

Mayor Mark D. Boughton
Common Council
155 Deer Hill Avenue
Danbury, CT 06810

Re: Department of Health & Housing Monthly Report to the Common Council

Dear Mayor Boughton and Members of the Common Council:

The June 2005 Department of Health & Housing monthly report is provided for your review. Detailed reports are attached for both the Housing & Food Service and the Environmental Health Divisions which identify specific inspections and hours provided by our staff.

As this report is my first as Health Director, I will be adding a cover letter to the reports to include other information that might provide insight concerning the types and amount of work the Department provides the City of Danbury. This might include seasonal duties that do not appear year round and other "hot topics" that pop up from time to time. While the report may not be all inclusive and show all the issues, I thank you for the opportunity to provide this information to help identify the ever changing role of the Health & Housing Department. Should you have any questions regarding these issues, feel free to contact myself or each Division Head directly.

Pool Inspection Program

The Department has initiated our inspection & educational program to help bring public pools, as defined by the State of Connecticut Public Health Code (PHC), into

compliance with safety requirements and inspection protocol. Between late May and June of 2005, all inspectors involved were trained on the requirements of the PHC. We also conducted joint inspections to help calibrate the review process. A list of Public Pool locations was obtained from the State of Connecticut and our inspectors reviewed and updated the information concerning owners, addresses, homeowner association contact information and management organizations running each pool. As you will see in the report, 49 inspections and educational sessions were completed during the first month of implementation of the program.

Additional Topics

In addition to the Department's current workload, the seasonal issues have added educational and regulatory tasks. These include the treatment of catch basins to prevent mosquito breeding in catch basins, the collection of deceased birds as directed by the DPH to test for West Nile Virus, the data collection and reporting of deceased birds to the DPH Epidemiology Department for data analysis statewide, and the sampling and testing of bathing waters at the City of Danbury's beaches (Lake Kenosia and the Town Park at Candlewood Lake).

You are encouraged to review all the information for each Division, as it provides details concerning ongoing activities. Also, I thank you for giving the Department of Health & Housing the opportunity to serve the Citizens of Danbury and feel free to contact the Division Supervisors or myself with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott T. LeRoy".

Scott T. LeRoy MPH, MS
Director of Health



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July 21, 2005

TO : Danbury Common Council

FROM: Jack Kozuchowski, Coordinator of Environmental & Occupational Health Services

JK

RE: Monthly Status Report - Environmental Health Division
June, 2005

| Key Indicators | This Month | Last Month | # Difference | % Difference | YTD |
|--|-------------------|-------------------|---------------------|---------------------|------------|
| <i>Hazardous Materials Management (hours)</i> | 238 | 229 | 9 | 3.9 | 1375 |
| <i>Wetlands / Water Resources Management (hours)</i> | 107 | 129 | (22) | (17) | 1441 |
| <i>Pool Inspections</i> | 49 | 0 | 49 | NA* | 49 |
| <i>Natural Resource Management</i> | 23 | 20 | 3 | 15 | 343 |
| <i>Program Administration (hours)</i> | 82 | 96 | (14) | (15) | 1212 |
| <i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i> | 205 | 222 | (27) | (12) | 2065 |

* New program



Current Projects

| Name | Status | Next Steps | Finish date |
|--|---|--|---|
| <p>Hazardous Materials Management</p> | <p>1) Bioterrorism (BT) Preparedness</p> <ul style="list-style-type: none"> ➤ Conducted meeting of “Regional Health Emergency Plan” Committee to further development of regional BT plan ➤ Conducted in-service session for EHD staff . ➤ Conducted smallpox clinic vaccination drill (6/7/05) <p>2) Facilitated HAZWOPER training of Health Department staff</p> <p>3) Attended Homeland Security Department’s “Bioterrorism Operations” Course</p> | <ul style="list-style-type: none"> • Develop risk communication component of Public Health Emergency Plan • Develop Local Health Alert Network (LHAN) • Participate in regional planning for BT preparedness and response • Continue in-service training sessions • Continue planning meetings for exercise of CERP • Continue training EHD in Bioterrorism preparedness and response. | <p>On-going</p> <p>On-going</p> <p>September 2005</p> <p>On-going</p> |
| <p>Water Resource Management</p> | <ul style="list-style-type: none"> • Facilitated hydro-raking operation at Lake Kenosia • Conducted weed / algae survey of Tarrywile Lake | <ul style="list-style-type: none"> • Continue staff liaison work with Kenosia Commission • Continue staff liaison work with Tarrywile Lake Task Force | <p>On-going</p> <p>On-going</p> |
| <p>Natural Resource Management</p> | <ul style="list-style-type: none"> • Directed work of Conway School of Landscape Design in conducting an environmental assessment of Ives Trail corridor | <ul style="list-style-type: none"> • Work toward development of Trail blueprint and design. • Construct trail. | <p>May, 2006</p> |

Future Projects

| Name | Rationale | Effect |
|------|--|---|
| None | Complete current projects before taking on new undertakings. | No new projects to be taken on – except for emergency assignments – due to program overload |

Narrative

The major project activities of the Environmental Health Division (EHD) for June, 2005 can be summarized as follows.

- **Hazardous Materials Management**. In June, the EHD continued its work with directing the the “Public Health Emergency Committee , in-service training of health Department staff in emergency preparedness and response and attended a week-long Homeland Security training course on Bioterrorism operations.
- **Water Resource Management**. The EHD continued its management of multiple water resource projects, including Lake Kenosia, the Still River, Tarrywile Lake and Rogers Park Pond. Additionally, the EHD initiated the pool inspection program, evaluating 49 pools for public health code compliance..
- **Natural Resource Management**. Work continued on planning for the Ives Trail. In June, the graduate students from Conway School landscape design presented their study findings and their graphic design for the proposed trail corridor, along with develop mitigative measures to avoid the impacts of passive recreation on these areas . the Ives Trail.



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HOUSING AND FOOD SERVICE REPORT

June, 2005

INSPECTIONS

| | NUMBER | | | | | | | |
|----|--|---------------|-----------------|------------|------|-------------|-----------------|------------|
| | This Month | Last Month | Number Diff. | % Diff. | YTD | Last YTD | Number Diff. | % Diff. |
| A. | 297 | 318 | (21) | (7) | 3559 | 3533 | 26 | 1 |
| B. | 75 | 75 | 0 | 0 | 905 | 787 | 118 | 15 |
| C. | 138 | 114 | 24 | 21 | 1421 | 1407 | 14 | 1 |
| D. | 83 | 127 | (44) | (35) | 1199 | 1304 | (105) | (8) |
| E. | 59 | 58 | 1 | 2 | 949 | 1289 | (340) | (26) |
| F. | 32 | 23 | 9 | 39 | 263 | 270 | (7) | (3) |
| A. | Total Housing Inspections | | | | | | | |
| B. | Total Housing Inspections Common Areas | | | | | | | |
| C. | Total Housing Inspections Dwelling Units | | | | | | | |
| D. | Total Housing Inspections Nuisance | | | | | | | |
| E. | Total Food Service Inspections | | | | | | | |
| F. | Total General Nuisance/Miscellaneous Inspections | | | | | | | |



Paul Schierfah
Associate Director

NARRATIVE FOR MONTHLY REPORT

HOUSING AND FOOD SERVICES SECTION

Field activities for housing and food service functions conducted during the reporting period are reflected in the statistical summary attached. In addition to the normal administrative, inspection and enforcement activities associated with these functions, the section undertook the initiatives outlined below which would be deemed to be of special interest or importance.

Three members of the housing and food sections volunteered to participate in bioterrorism and hazmat response training as part of the department's initiative to expand the capability of the department to respond to emergency incidents. A slight decrease in inspection numbers for the housing and food sections will be more than off-set by the increased flexibility offered to the department to respond to unexpected events.

Planning also continued for section personnel to be trained in pool inspections to join Environmental Health Section personnel in implementing a comprehensive pool inspection program. Four members of the section commenced in-house training under the direction of the senior environmental inspector.

Food service inspection totals for the month were lower than prior years due to the food inspector position vacancy. The new public health inspector started employment on May 23. The inspector cannot conduct food service inspections until passing the State exam and concluding field certification. In the interim, the inspector has commenced training in other disciplines within the department and begun assisting with housing, nuisance and pool inspections.

The department continued the food service license renewal process for fiscal year 2005-06 during June. As of July 1, 360 of the approximately 550 food establishments in Danbury had submitted applications. A total of 335 applications received were approved, with the remainder being held for documentation of compliance with the State's Qualified Food Operator and designated alternate requirements, payment of past-due reinspection fees or inspection/code compliance issues. Reminder letters were sent to all establishments that had not submitted applications by July 1. Establishments that do not renew their licenses on or before August 1, 2005 are subject to a late payment fee of \$100.00.

The Office of the Corporation Counsel processed thirteen housing/health code referrals in June. The housing section made court appearances on one case while several other cases were resolved prior to court appearances. Every effort is made to encourage cooperation in making needed improvements, but non-compliance leads to court action and possible penalties for contempt of court orders.

The department has continued nuisance sweeps in downtown neighborhoods. This effort also involves distribution of pamphlets on mosquito control and prevention of West Nile Virus. The Department continues to investigate complaints throughout the city referred through the Mayor's Blight Hotline and from other departments in addition to complaints made directly to the department. The department also participates in investigations by the Illegal Apartment Enforcement Team. The department has also received complaints and service requests through the City's Q-Alert program and the CityScan program.

The department has also continued working with the LAMPP Project, the entity sub-contracted by the State to administer lead poisoning prevention and remediation funds awarded to Connecticut by the Federal government. The City has been working with LAMPP to identify tenants and property owners who would be eligible to receive risk assessments as well as funds to abate lead hazards. This enables Danbury property owners to access funds available to abate lead paint, replace windows, doors and perform other repairs to make units lead safe. The department has continued outreach efforts in cooperation with the Mayor's Office. Danbury's first LAMPP-funded project (consisting of four units) was completed in April. A second project (involving three units) funded by LAMPP partner agency Community Renewal Team (CRT) was also completed in April. The department has made a total of 5 referrals to LAMPP for lead assessments/education for Danbury families since LAMPP opened up the referral process. The associate director attended a LAMPP Partners meeting in June.

The housing section also provides staff support for the Danbury Housing Partnership and the Danbury Fair Rent Commission. The part-time fair housing officer handled 6 fair rent inquiries, processed one formal complaint, conducted 2 site investigations and attended two formal hearings. The fair housing officer also attended a housing workshop. The associate director participated in a subcommittee meeting of the Danbury Homeless Taskforce during the reporting period.