

PLEASE RSVP TO 607-687-8630

IF YOU WILL NOT BE ABLE TO ATTEND THIS MEETING

- TO: Members of the Board of Health
- FROM: A. Reigelman, Secretary
- DATE: May 9, 2024
- RE: Board of Health Meeting Thursday, May 16, 2024, 7:30 a.m., Multi-Purpose Conference Room, 2nd Floor of Health and Human Services Building at 1062 St. Rt. 38, Owego, NY 13827.

<u>AGENDA</u>

Introduction of Guests-

- Erica Kylor, LMSW Senior Clinical Social Worker
- Susan Medina, Deputy Director of Public Health
- Daniel Scherrer, Public Health Sanitarian

Presentation- Tioga County Mental Hygiene Overview

Old Business

- Meeting Minutes
- Enforcements
- Rabies Control Order

New Business

- TCPH Audit Summary, Quarter 1 of 2024 (S. Medina)
- Sanitary Code Revision-Establish Subcommittee

Informational

- Agency Updates – April 2024

Additional Items

- None

Next Meeting Information

- Next Meeting is on June 20, 2024



MEETING MINUTES April 18, 2024

BOARD MEMBERS PRESENT (All Attended In Person):

T. Hills, DVM, President
W. Simmons, Vice President (Departed at 8:53 a.m.)
T. Nytch, DVM
W. Standinger III, Legislator
J. Raftis, DO, FACEP
T. Leary, FNP
R. Kapur-Pado, DO (Arrived at 7:33 a.m.)

ABSENT:

None

OTHER(S) PRESENT:

H. Vroman, Public Health DirectorA. Reigelman, SecretaryP. DeWind Esg., County Attorney (Arrived at 7:38 a.m.)

GUESTS:

Denis McCann, Director of Administrative Services (Departed at 8:02 a.m.)

CALL TO ORDER: at 7:30 a.m. by Dr. Hills.

PRESENTATION: Mr. McCann provided a financial summary of actual amounts for 2023 for Tioga County Public Health (distributed handout and summarized).

- He discussed all expenses, breaking down and explaining allocation of all resources (Infrastructure, Program, Salary and Fringe Benefits), largest being Program expenses at 60% of the total amount, which covers advertising, contracts, program supplies and trainings. He also explained revenue and funding sources and provided breakdown (fees, State/Federal Aid, grants).
 - Board members inquired how revenue/reimbursement is received for Preschool/Special Education Program.
 - Mr. McCann explained that Public Health is able to bill for Medicaid /insurances and New York State reimburses at 59.5% of net cost (after reducing Fee revenue from costs).
 - General discussion/explanation of the 3-5 Preschool/Special Education program, Transportation assistance and Early Intervention program.
 - Dr. Nytch inquired if there were any shortfalls. Mr. McCann stated that with Net Deficit funding (which almost everything in Public Health is), you have to spend the funds first and then be reimbursed. In effect, if you do not spend the funds then you do not get reimbursed. If you spend more than the grant amount, the overage then can be claimed by other revenue sources, most commonly State Aid.
 - Dr. Raftis inquired if grants are renewable and how does Public Health apply for grants (who applies?). Mr. McCann and Ms. Vroman explained that typically the larger grants have 5-year terms but are expected to be renewable. Smaller grants (such as through Non-Profit foundations) could be shorter terms. For grant application submittals, it is mainly a team approach. If certain staff members are more invested in a grant, they will lead in the application submittal, but still a team approach of putting together budget or if other information is required. Some grants also require Legislative approval through resolution.



- Ms. Vroman added that none of our staff's salaries are 100% dependent on grant funding (i.e. Broome County). Mr. McCann discussed our process versus Broome County's and noted that our module does take work to maintain.
- Dr. Raftis also inquired how Tioga Public Health's financial situation compares to other similar sized counties within the State. Mr. McCann stated that Tioga is in very good shape, and that no two health departments are the same in how they are run. We maximize our funding source. Attribute Tioga's success to how we are run fiscally as well as the support of the Legislature and Board of Health. Mr. McCann briefed the Board on the historical running of Tioga County Public Health and stated that he learned that in order for Public Health to be a successful operation, there needed to be a good working relationship between fiscal and the Public Health Director; which we have in Tioga.

OLD BUSINESS:

- Meeting Minutes: No discussion; motion to approve prior minutes made by Mr. Simmons; seconded by Dr. Kapur-Pado, all were in favor, none opposed, motion approved.
- Enforcements: Ms. Vroman provided additional information on the enforcements.
 - Dr. Nytch inquired if there was a regulation on covering beards/wearing hair nets in food preparation. Ms. Vroman stated that she could find out if it is a requirement in Public Health Law and let the Board know.
 - Legislator Standinger inquired on the status of the stipulation that required a hearing. Ms. Vroman stated that a memorandum of understanding has been sent to the alternate hearing officer and waiting to hear back at this point. County Attorney DeWind stated that there is still some preparation work to be done. Dr. Nytch inquired if the hearing officer had to be an attorney. Ms. Vroman explained that hearing officers could be anyone, does not have to be an attorney. She stated that in looking at the timeline of this stipulation (as the violation occurred in October), she is concerned about reaching the end of the timeframe needed to complete the hearing by. Ms. Vroman stated that she has reached out to the State with this question. Ms. Vroman added that the establishment in question has had another violation, for selling tobacco products to a minor, but does not foresee an issue with them fighting this.

NEW BUSINESS:

- The Board of Health Credentialing Committee has approved our two medical consultants. We will be completing the recredentialing of Tioga County Public Health's Dentist, Dr. Sarnicola, in September.
 - Dr. Kapur-Pado asked County Attorney DeWind on the rules of Medical Malpractice, and the insurance coverage under Tioga County.
- Rabies Control Order- An individual from the Tioga County Fair Board has expressed concern about the portion of the Rabies Control Order asking for exhibitors to collect the names and contact information of the attending public in advance. Dr. Hills provided background on the order and the inclusion of this section which was to have the list of possible exposures within 24 hours after initial exposure.
 - Ms. Vroman contacted a State veterinarian, who is also aware of Tioga County's Rabies Order and indicated that vaccination of animals is important, has seen minimal breakthrough with vaccination of off-label animals. The State veterinarian stated that it is not typically necessary to collect information prior to exposure. The State Fair does not have this piece. The veterinarian forwarded information to Ms. Vroman and stated that she can share with anyone who is interested. As Public Health Director, feel that just listing mandatory vaccination might be a better route to go. Now, have better mechanisms in place for investigation and tracking, and do not foresee the issues that occurred before (rabid goat-Tioga County Fair).
 - Board members discussed. Various members provided background on the rabid goat case/scenario that occurred. Opinions shared on protocols that should be taken. Discussed pros and cons of keeping the section on gathering contact information prior to



exposure. Ms. Vroman proposed eliminating this section from the order, and added that there needs to be consistency (as there are other scenarios than the County Fair, i.e. animals in schools, petting zoos, etc.)

- Ms. Vroman briefed the Board on a current outbreak of Hepatitis A in Yates County. Explained full scenario and compared this to a rabies exposure. Stated that if an exposure were to happen again, feel it would be handled better. Discussion of level of risk (risk management-emergency management).
- Dr. Hills stated that the Fair is in August, there is time to have full review of the Rabies Control Order. Dr. Nytch motioned to move this item to the next meeting under Old Business. Dr. Hills agreed and stated that he, Ms. Vroman and County Attorney DeWind will discuss and bring modification to the next meeting. All members were in favor, none opposed, motion approved.

INFORMATIONAL: Ms. Vroman shared updates.

- Public Health News:
 - Additional Information on Hep A Case- Individual is hospitalized. Yates County has activated their volunteers for the POD they are holding this afternoon. Working with State. It is a State-wide alert. We shared Yates County press release on Facebook.
 - Update on Measles- Three confirmed cases so far in New York State. Tioga County Public Health Emergency Preparedness Team has been meeting regularly to prepare and ensure staff is up to date with current information. In process of renewing agreements for POD sites.
 - Dr. Nytch inquired if it is Measles-Rubella or German Measles- Dr. Raftis stated that it is a different virus than Rubella. It is true Measles. Ms. Vroman added that she can send out information on this to the Board.
 - Dr. Nytch has been sending updates on the Bird Flu (Avian Flu). Confirmed case in Texas, and there has been a spill over to cattle. Ms. Vroman can send information from the State on this.
- Staffing Update:
 - Have filled one Office Specialist position, will be starting on Monday. Have open positions for another Office Specialist, Public Health Educator and Environmental Health Director (both the Public Health Educator and Environmental Health Director positions were approved by the Legislature at the beginning of this month).
 - Have received applications for the Public Health Educator position.
- Accomplished Tasks:
 - Met with superintendents of schools which was a good renewal meeting. Provided updates on staffing and discussed possible collaborations. Ms. Vroman stated that she intends to have monthly communication with superintendents and will be meeting more often.
- In Progress Tasks:
 - Strategic Planning is going well, surveys will be going out to staff regarding Mission/Vision/Values, Staff engagement, and training needs.
 - Medical Reserve Corps (MRC)- Leadership of Public Health's MRC group has changed. Have a distribution list of over 80 volunteers, but probably only 12 individuals are readily engaged. Letting members know in case interested or if anyone knows anyone who may be interested. Ms. Vroman stated that she can send information on signing up for MRC after the meeting. Distributed flyers for an MRC training being offered in May, lots of information covered. In jeopardy of cancelling because of lack of attendees. Stressed that there is no minimum commitment, just trying to get more people involved. Do not need to have medical background!



ADDITIONAL ITEMS:

- Ms. Vroman stated that the Public Health Emergency Preparedness Coordinator is not able to attend next month's meeting to present on the COVID After Action Report. Would like to propose having her attend in June instead of having the Management Team present. The Board agreed.
- Dr. Raftis inquired if Mental Hygiene is its own entity. Ms. Vroman/County Attorney DeWind explained that Mental Hygiene is its own County department, have clinic in this building and offsite in Waverly. Can see if someone from Mental Hygiene can come and present next month.
- Would also like to propose having Public Health Educator, Ms. Bennett, come and present in July on the updates to the Lead program. The Board agreed.

Meeting adjourned at 9:38 a.m.

Minutes respectfully submitted by Abigail Reigelman.

Terry Hills, DVM, President

Abigail Reigelman; Secretary

Minutes approved May 16, 2024



May 2024 Enforcements

Business	<u>Type of</u> <u>Violation</u>	Fine Paid/Date	Repeat Violation(s) within 12 Month Period
Tioga Downs Racetrack, LLC Tioga Downs Racetrack County Fair Buffet 2384 West River Rd. Nichols, NY	Food	\$500.00 4/15/2024	No
Tioga Downs Racetrack, LLC Virgil's Real BBQ 2384 West River Rd. Nichols, NY	Food	\$225.00 4/15/2024	No



Tioga County Public Health Department

Health & Human Services Building | 1062 State Route 38, Owego, NY 13827



Phone: 607-687-8600 | Fax: 607-223-7030 | ph.tiogacountyny.gov Heather Vroman, MSEd., Public Health Director

AGENCY REPORT

March 21 - April 24, 2024

<u>Highlights</u>

- We observed Public Health Week (the first week of April) celebrating staff achievement with various events. Thank you to the Admin Team for putting it all together!
- We welcomed Misty Malmstrom, our new Office Specialist III!
- Katie Searles was nominated Public Health Employee of the 1st Quarter of 2024!
- Purchased a new pharmaceutical grade freezer to store our frozen vaccine.
- We are working with Mental Hygiene in transitioning the ASAP Coalition and applicable grants that fund substance use prevention to be under our department.
- Despite it being a cloudy day, the health education team did a lot of outreach leading up to the eclipse to prepare our community on the importance of wearing eclipse glasses and preparing for an increase of traffic in the region due to the event. We held a food drive for Health & Human Services employees to be able to donate non-perishables to receive eclipse glasses. Donations were delivered to Catholic Charities.
- We hosted a Rabies Vaccination Clinic in Newark Valley, which ended up being our second largest clinic, vaccinating 212 pets! We were able to show off our new "Public Health On The Go" trailer with its new detailed exterior wrap design. Health Education set up an outreach table distributing Sun Safety Bags, Tick Removal Kits, Medication Lock Boxes, Pet Waste Disposal Bags and more!
- We held our Spring Clean-Up Day for Public Health and were able to organize/clean a few spaces, archive charts for various programs, and throw out a lot of unnecessary items. Lots accomplished!

Health Education

- Met with the new Tioga Opportunities Health Educator to educate on the programs and services we offer and to discuss future collaborations.
- For National Nutrition Month in March, one health educator hosted a healthy eating activity at the Family Resource Center in Spencer.

Environmental Health

- Cornell University has agreed to fund a Lead Renovation, Repair and Painting training in Tioga County. We will host the training on June 7th. Attendees will include contractors, landlords and homeowners who may complete home renovations due to lead paint hazards. We are trying to fill spots now!
- Our Environmental Health Sanitarian met with Chenango County to observe how they complete lead inspections.
- We were approved for Aquaphor protection used for decommissioned wellhead caps.
- One of our Sanitarians is working with a local children's camp on proper requirements for a new wilderness water area (for canoeing only).
- Working with School districts in completing second round of lead/copper testing.
- In Weights and Measures, gas pump season has begun!

Patient Services (El, Dental, Clinic)

- Early Intervention Service Coordinator delivered goodie/educational Spring Baskets to their kiddos.
- We received notification that the launch of the El Hub (the new Early Intervention electronic application) has been postponed until October 2024.

- As part of our readiness to handle any outbreaks of either measles or Hepatitis A, we met with the UHS team to discuss collaborations.
- Our Public Health Nurse (PHN) has done several outreaches, including meeting with Tioga County provider offices and delivering our 2023 Communicable Disease Report and visiting area emergency departments to provide education on Rabies Post Exposure Prophylaxis (RPEP) and answer any questions.
- Our PHN and one of our EH Sanitarians attended a foodborne illness tabletop exercise which they found helpful in preparing for any future foodborne related outbreaks.
- The dental van completed services at Nathan T. Hall Elementary School and moved to the Candor School District. Numbers were lower than usual at Newark Valley Middle and elementary School, so we are brainstorming ideas to increase participation in the 24/25 school year.

Administrative Services

- Our PHD did a radio interview to share what's happening at the health department and some of our current projects.
- For Strategic Plan, the PHD has been meeting with various groups to update them on current Public Health programs/services, initiatives and discuss collaborations. She has met with Tioga County school superintendents, Rural Health Network, and Council of Governments to date.
- Another Strategic Plan group has sent out an Employee Engagement Survey to staff to gauge employee satisfaction.
- A few members of our Admin team met with Southern Tier Aids Program (STAP) to learn about the services they provide and how they do outreach in various communities, also toured one of their mobile harm reduction units.
- Director of Admin Services presented to Board of Health about fiscal activities.
- Two new Chevy Equinoxes have arrived, expecting two more soon.
- Quality Assurance/Improvement Committee met to review completed quarter one chart audits and present findings to Dr. Zevan (Medical Consultant).

Ongoing Support/Partnerships

- Allies in Substance Abuse Prevention Coalition
- Child Fatality Review Team
- Family Enrichment Network (Head Start)
- Lourdes PACT Advisory Board
- Mothers and Babies Perinatal Network
- Racker Center
- Rural Economic and Partnership (REAP)
- Rural Health Network
- Safe Harbor Committee
- S2AY Pivotal Partners Finger Lakes

- Team Tioga
- Tioga County Board of Health
- Tioga County Commissioner's Advisory Council
- Tioga County Council of Governments
- Tioga County Immunization Coalition
- Tioga County Local Emergency Planning Committee (LEPC)
- Tioga County Mental Health Sub-Committee
- Tioga County Non-Profit Network
- Tioga Opportunities

Attachments:

- 1. Financial Snapshot, YTD thru 4/2024.
- 2. Photograph: Employee of the 1st Quarter 2024-K. Searles
- 3. Flyer: "What the Health!?," April 2024.
- Bulletin Board: "National Public Health Week 2024," "Get Ready for Solar Eclipse," "Prescription Drug Take Back Event," Health & Human Services Building, Owego, April 2024.
- 5. Bulletin Board:" Alcohol Awareness Month," 56 Main Street, Owego, April 2024.
- 6. Billboard: Tick Awareness, April 2024
- 7. Data Spreadsheet March 21-April 24, 2024.

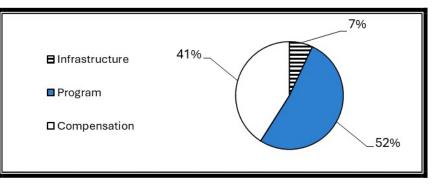
	Budget 2024	Actual ^{*2} YTD 2024	Percentage of 2024 Budget
REVENUES			
Fees	990,103	106,155	11 %
State/Federal	3,673,559	8,124	0 %
Local	3,394,573	1,549,050	46 %
TOTAL	8,058,235	1,663,329	21 %

Financial Snapshot Year-to-date through April 2024*1

EXPENSES

Compensation	2,727,487	677,046	25 %
Program Expense	4,830,433	862,138	18 %
Core Infrastructure	500,315	124,145	25 %
TOTAL	8,058,235	1,663,329	21 %

Allocation of Expenses Year-to-date through April 2024



*Notes:

 Most of January & February revenue are adjusted back to prior year as payments during this time are for services performed in the prior year. State Aid reimbursement is reported a couple months after each quarter ends.
 This does NOT represent the FINAL YTD through April 2024 financials.



Katie Searles, Employee of the 1^{st} Quarter 2024



(1)hat the Heatth?



Sanitary well caps keep insects, small mammals, and surface water from entering wells, preventing bacterial contamination that can make people very sick. Tioga County Public Health has a limited amount of funding available to help homeowners in Tioga County extend and/or replace their well head that are currently not up to code. Call us at 607-687-8600 to learn more about this program!



Upcoming Events:

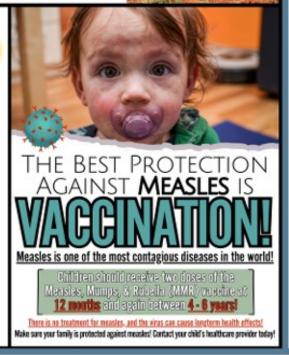
Monday, April 8: Solar Eclipse Starts: 2:08pm Max. Coverage: 3:23pm Ends: 4:34pm

Thursday, April 18: Rabies Vaccination Clinic 5:30pm - 7:30pm Newark Valley Fire Station Pre-Registration Required

<u>Saturday, April 27:</u> DEA Drug Take Back Day 10:00am - 2:00pm HHS Building Owego

Approved items for Disposal:

- Prescription & over the counter medications
- Sharps (sealed in a sharps container)





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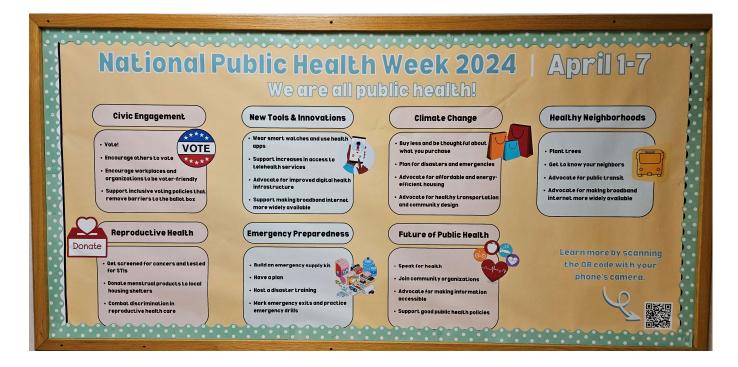
Pick a weekend and go 72-hours alcohol free. Use this time to look at your own relationship with alcohol. If going a short

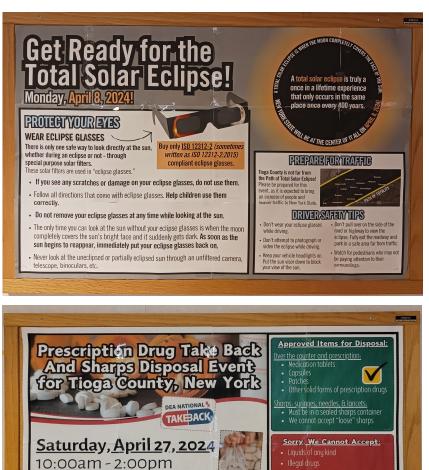
period of time without alcohol is difficult for you, you may have alcohol use disorder.

LF VOD ARE STRUCCLING WITH ALCOHOL USE:

- Talk with your healthcare provider
- See a professional experienced in alcohol treatment
- Seek help from a support group, like (AA)







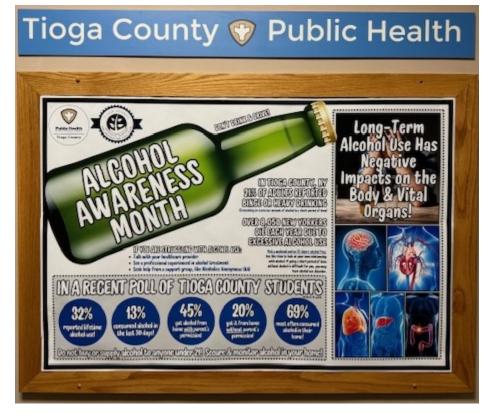
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Bulletin Boards: HHS Building, April 2024

Health & Human Services Building 1062 State Route 38, Owego, NY 13827

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Public Health



Bulletin Board, 56 Main Street, Owego, April 2024

Tick Awareness Billboard, April 2024



DATA SPREADSHEET

March 21- April 24, 2024

PUBLIC HEALTH ACTIVITIES	<u>Y-E 2022</u>	<u>Y-E 2023</u>	Mar-24	<u>Apr-24</u>	<u>Y-T-D</u>
Community Health					
Communicable Disease	885	2438	305	103	1589
- General Infectious Diseases (Camplyobacterious, Salmonellosis, etc)	N/A	61	26	6	241
- Zoonotic Diseases (Anaplasmosis, Lyme, etc)	220	375	16	13	60
- Vaccine-Preventable Diseases (COVID-19, Influenza, etc)	400	1897	251	74	1240
- Hepatitis	89	15	0	2	8
- PPD Test Administered	0	6	0	0	1
Child Passenger Safety Seats Inspected	40	47	1	3	9
- Child Seats FAILED Inspection	31	36	1	3	9
Immunizations total child and adult	35	62	0	5	12
Children Lead Tested (6 years and under)	712	913	66	86	287
Newly Identified Children with Elevated Blood Lead Levels	N/A	22	1	1	5
Current Children with EBLL Caseload	N/A	N/A	33	35	N/A
- Welcome Baby Packets Mailed	N/A	77	30	29	113
People Trained w/ Narcan	1	145	0	0	0
Opioid Overdose Reporting Forms received	3	3	2	0	2
Dental					
New Clients	340	311	20	20	96
Dental Screenings	1120	1141	103	94	385
- Clients with Low Decay Risk	265	374	38	38	156
-Clients with Moderate Decay Risk	496	419	20	19	79
- Clients with High Decay Risk	347	344	46	37	151
Extractions	100	102	9	17	41
Children Services					
Early Intervention Referrals	148	206	16	14	64
- Early Intervention CURRENT Caseload *Monthly total	N/A	N/A	41	39	N/A
- El children waiting for service(s)	N/A	N/A	4	1	N/A
Preschool					
- Children in tuition based program	N/A	N/A	34	35	N/A
- Children receiving transportation services under Serafini contract	N/A	N/A	23	22	N/A
- Children receiving transportation by parents	N/A	N/A	11	13	N/A

Child Find					
- Current Children being served	17	N/A	15	15	N/A
Environmental Health					
Animal bite investigations	153	198	15	20	58
- Individuals requiring Rabies Series (N)	7	2	3	2	13
Rabies Clinics	7	8	1	1	3
- Number of Animals Vaccinated	1012	1098	291	212	577
Food Establishment Inspections	151	247	31	28	89
Temporary Food Inspections	57	66	0	0	0
Clean Indoor Air Act Complaints (Smoking)	6	0	0	0	0
Mobile Home Park Inspections	12	37	2	5	10
Swimming Pool Inspections	18	11	0	0	0
ATUPA Checks (Underage Tobacco Sales)	70	108	0	35	35
- ATUPA Violations	2	3	0	1	1
Wellhead Replacement Projects In Progress	N/A	N/A	14	11	35
Wellhead Replacement Projects Completed	N/A	N/A	1	4	9
Children's Camp Inspections	8	7	0	0	0
Agriculture Fairground Inspections	2	2	0	0	0
Nuisance Complaints	16	7	0	1	2
Enforcement Actions	29	72	4	4	14
Weights & Measures					
Inspection Sites	123	110	12	14	54
-Devices Inspected	475	604	6	4	68
Training Hrs/Equipment Maintenance	24	27	2	0	14