

Tompkins County Board of Health
April 28, 2015
12:00 Noon
Rice Conference Room

Present: Will Burbank; Edward Koppel, MD; Michael McLaughlin, Jr.; Susan Merkel; and Janet Morgan, PhD

Staff: Sylvia Allinger, Director of CSCN; Karen Bishop, Supervising Community Health Nurse; Liz Cameron, Director of Environmental Health; Sigrid Connors, Director of Patient Services; Brenda Grinnell Crosby, Public Health Administrator; William Klepack, MD, Medical Director; Frank Kruppa, Public Health Director; Jonathan Wood, County Attorney; and Shelley Comisi, Keyboard Specialist

Excused: David Evelyn, MD, MPH, Board of Health Member; Brooke Greenhouse, Board of Health Member; and James Macmillan, MD, President, Board of Health Member

Recognition: Mr. Kruppa announced Ms. Connors is attending her last Board of Health (BOH) meeting as the Division Director for Community Health. He recognized her for her dedication to both the Health Department and its clientele. During the 22 years of her service and leadership, there have been some amazing accomplishments at the Health Department; all occurring in the ever changing world of public health. On behalf of the Health Department and the BOH, he thanked her for her years of service and wished her the best of luck.

Call to Order: Mr. McLaughlin, Vice President, called the regular meeting of the Board of Health to order at 12:05 p.m.

Privilege of the Floor: No one was present for Privilege of the Floor.

Approval of March 24, 2015 Minutes: Dr. Morgan moved to approve the minutes of the March 24, 2015 meeting as written; seconded by Mr. Burbank. The minutes carried with one abstention (Mr. McLaughlin).

Financial Summary: Ms. Grinnell Crosby referred to her notes at the bottom of each program area in the financial summary.

- Preschool Special Education – With expenditures running high, the account is being monitored closely.
- Planning and Coordination – Expenditures are higher primarily due to the changes in posting fringes to the county books. In addition, the preparedness grant had significant expenditures. June 30th is year-end for that grant.
- Women, Infants and Children (WIC) – COLA funds were processed earlier than in past years.
- Division for Community Health – This ongoing situation is related to the ability to bill and receive revenues. Two positives worth noting: (1) the staff position responsible for billing has been filled, and (2) Visiting Nurse Service of Ithaca and Tompkins County (VNS) provides billing assistance.
- Medical Examiner Program – Case numbers and expenses continue to run high. Through March, there were 16 cases requiring autopsy and forensic labs.
- Early Intervention – Next year the expenditures and revenues will be more consistent with the State acting as the sole fiscal agent. Currently, the average of the prior two years is a blend of the County managing the program and the State taking over.

Administration Report: The Public Health Director's Report (Attachment 1) was distributed prior to the meeting. Mr. Kruppa expressed his appreciation for the support of Division Directors in meeting departmental needs as he splits his time between the Health and Mental Health Departments.

Mr. Kruppa was pleased to report the Point of Dispensing (POD) exercise was successful. More people walked through the POD than in previous exercises and staff assumed leadership roles with new responsibilities. Preparedness Coordinator Nina Saeli does a phenomenal job putting these exercises together. This year, she expanded the exercise by locating the Incident Command post at the Department of Emergency Response in order to test staff capability to manage an event off-site. In a real event, there would be multiple PODs located throughout the community so that may be the next step to incorporate into the exercise.

Medical Director's Report: Dr. Klepack provided updates:

- In addition to the FDA report indicating the milk supply is free of drug residues, there was an announcement that Tyson Foods is backing away from antibiotic use in poultry. A tipping point may have been reached in the food production system regarding antibiotic use and the public concern about drug-resistant bacteria. Many people and organizations, including members of Congress, have worked on the issue.
- The latest report shows influenza is still widespread throughout the State.

Division for Community Health Report: Ms. Connors:

- Explained the program's statistical highlights were not completed in time for the meeting. Staff members have been focused on orienting the newly hired billing supervisor and conducting interviews for a new WIC Director.
- Presented a medical dictionary printed in 1941 to Dr. Klepack. The dictionary, dated the year the Tompkins County Health Department was chartered in 1947, probably belonged to the first medical director.

Further Discussion:

- Ms. Bishop reported the format for the communicable disease report will be changing. Staff members are working with Dr. Klepack to prepare the new format for next month's Division report.
- Referring to the map on page 39 of the New York State Department of Health WIC report in the packet, Mr. Burbank asked why Tompkins County had a moderate rating for *Unmet Need*. Ms. Connors explained the State utilizes the census to determine the number of women, infants and children who might be eligible for services in each county and judges the county's performance based on that number. Recognizing there is a statewide decline in participation, the State is putting together initiatives to improve the program, e.g., the electronic card system for benefits that is targeted to be implemented in 2019.

Recognition: Mr. McLaughlin seconded and added to Mr. Kruppa's earlier remarks concerning Ms. Connors. On behalf of the Board members, he recognized Ms. Connors for her thorough, educational reports. Her passion for the job and the community is noteworthy. She will be missed.

Children with Special Care Needs Report: Ms. Allinger and her staff have been collaborating with representatives from the Child Development Council, Family Reading Partnership, Franziska Racker Centers and Tompkins Community Action to put an event together that will focus on providing information and resources on the development of the child from birth to age three. All CSCN nurses will be participating in the event, "Birth to Three – A to Z," to be held May 20, 2015 from 3 to 7 p.m. at Greenstar. Planners hope this will become an annual event in the community. Publicity is through the Human Services Coalition Listserv; *Ithaca Child* and *Ithaca Times* newspapers; and possibly a Public Service Announcement (PSA) on the radio. Mr. Kruppa mentioned the promotional materials for the event will be emailed to Board members when completed.

County Attorney's Report: Mr. Wood had nothing to report.

Environmental Health Report: Ms. Cameron reported:

- A hard copy of the *Environmental Health 2014 Annual Report* is available upon request.
- The format for enforcement actions listed in the monthly *Environmental Health Highlights* report of the packet has been changed in an effort to be concise. She asked Board members for their input.
- In February, Trumansburg experienced a water emergency causing concern that the Village would run out of water for the community. The main well has been redeveloped so that it is functioning at previous levels and the backup well did function throughout that process. The Village continues to pursue access to additional water from a well at Taughannock Falls State Park.

- Steve Maybee, P.E., attended a meeting on the Village of Dryden’s public water system arsenic issue in State Senator James Seward’s office. The Senator is trying to assist with funding to move forward on a solution to the problem.

Resolution #ENF-15-0013 – Bradford Apartments, T-Dryden, Violations of Subpart 5-1 of the New York State Sanitary Code and Board of Health Orders Dated December 2, 2014

(Water): Ms. Cameron reviewed the situation concerning this apartment building whose owner/operator has been nonresponsive. Mr. Bradford is reportedly trying to sell the property. He has not submitted monthly operating reports or total coliform sampling results. Furthermore, he did not submit the annual nitrate sample. The fine was proposed based on his failure to submit the nitrate and bacterial samples as required for this quarter. A Boil Water Order is in place to alleviate the public health hazard.

Dr. Koppel moved to accept the resolution as written; seconded by Dr. Morgan; and carried unanimously.

Approval for revision to the Temporary Food Fee Structure: Ms. Cameron referred to the *Temporary Food Service Program Revised Permit Structure - Revised Draft* (Attachment 2) which is the revised version of the draft originally posted in the Board’s packet. After the proposed permit structure was posted, New York State Department of Health (NYSDOH) representatives provided input on the “instant permit” category. According to NYSDOH, it is not the intent of the New York State Sanitary Code to permit those events described in that category. For now, the “instant permit” section has been removed pending further discussions with NYSDOH.

She noted the temporary food service program requires significant staff resources involving an educational component and inspection. The current fee structure recovers about 6% of the costs of these programs. Some events are complex and require more effort than others. Dividing the one temporary food permit into these different categories acknowledges the level of effort required to approve some of these events and helps recover resources. Staff members worked diligently to create categories that make sense to the public and to the Environmental Health Division.

Ms. Cameron requested input from the Board on proceeding with the proposed permit structure that would serve as the basis for establishing fees. According to a 2003 BOH policy, not-for-profit organizations are not charged fees for temporary food events. However, a change is being proposed to charge fees to organizations holding complex menu events because those events are time intensive for staff. Not-for-profits would have the option to scale down the event and not be charged a fee.

Dr. Koppel expressed concern about using language referring to foods from “native countries” that may make some groups feel singled out (section number *3a* under *Proposed Permit Structure* discussing *1-day, Complex Menu*). Ms. Cameron explained this was written from the perspective of helping people understand which category applies to their event. The complexity relates to food preparation from the cooking, cooling and reheating of food items to be served. A discussion among members ensued regarding alternative language choices. Board members supported Ms. Cameron’s proposal to rework the section by removing the “native

countries” language, combining the last two sentences currently written in the paragraph, and listing examples of complex menu items.

Mr. McLaughlin summarized the Board’s discussion as being in favor of defining different categories for temporary food permits and backing away from free permits for not-for-profit organizations when the event involves a complex menu. The Board could address waiving a fee on a case-by-case basis. Board members were in agreement with those guidelines.

Adjournment: At 12:52 p.m. Mr. McLaughlin adjourned the meeting.