

New York State Department of Health

Year 4 Performance Incentive Initiative: Required Documentation Cover Sheet

PHAB Measure:

- 3.1.3 A: Efforts to specifically address factors that contribute to specific populations' higher health risks and poorer health outcomes

Submitter:

- Tompkins County

Required Documentation:

- RD1: Identification and implementation of strategies to address factors that contribute to specific populations' higher health risks and poorer health outcomes, or health inequity

Narrative:

- Tompkins County Board of Health, minutes for 6/28/16 meeting
- Smoke-Free Housing Case Study, dated June 2016
- Email correspondences with manager of low income housing property, dated 4/29/16

Collectively the documents achieve the required documentation,

Tompkins County Health Department (TCHD) staff wrote a case study that outlines their work with tenants at a low income housing building who were advocating for a policy to prohibit smoking in all units, and contacted TCHD for assistance. The Smoke-Free Housing Case Study was presented and discussed at the 6/28/16 meeting of the Tompkins County Board of Health, and documented in the meeting's minutes (see page 4). Email correspondence with the property manager further documents the TCHD efforts to address factors that contributed to poor health within this high risk population.

The property is Ellis Hollow Road Apartments in the Town of Ithaca, Tompkins County and is owned by Conifer Realty. It has 104 units for low income seniors and persons with a disability (see paragraph 1, page 1 of the Case Study).

**3.1.3 A, RD1: Tompkins County Board of Health, minutes for 6/28/16 meeting --
See RD1 Pg 4**

MINUTES

Tompkins County Board of Health

June 28, 2016

12:00 Noon

Rice Conference Room

Present: Will Burbank; David Evelyn, MD, MPH; Brooke Greenhouse; Edward Koppel, MD; James Macmillan, MD, President; Susan Merkel; and Janet Morgan, PhD

Staff: Karen Bishop, Director of Community Health; Liz Cameron, Director of Environmental Health; Brenda Grinnell Crosby, Public Health Administrator; William Klepack, MD, Medical Director; Frank Kruppa, Public Health Director; Deb Thomas, Senior Community Health Nurse in CSCN; Jonathan Wood, County Attorney; and Shelley Comisi, Administrative Assistant II

Excused: Michael McLaughlin, Jr., Board of Health Member

Guests: Nancy DelMastro, Student Intern; Angela Johnson, Student Intern; Skip Parr, Senior Public Health Sanitarian; and Ted Schiele, Planner/Evaluator, Health Promotion Program

Call to Order: Dr. Macmillan called the regular meeting of the Board of Health (BOH) to order at 12:02 p.m.

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

Approval of May 24, 2016 Minutes: Dr. Morgan moved to approve the minutes of the May 24, 2016 meeting as written; seconded by Ms. Merkel. The minutes carried with Mr. Burbank abstaining.

Financial Summary: Ms. Grinnell Crosby reported there is no financial summary report for May. Most of the month has been spent on preparing the budget which will be discussed later in the meeting.

Introductions: Mr. Kruppa introduced Nancy DelMastro and Angela Johnson, student interns in the emergency preparedness program.

Administration Report: Mr. Kruppa announced there are two direct report positions currently vacant at Tompkins County Health Department (TCHD):

- Director of the Health Promotion Program (HPP), Theresa Lyczko, has retired. The position is being reviewed and updated before the recruiting process begins. Until the position is filled, HPP staff members Ted Schiele and Susan Dunlop are assuming additional responsibilities. He and Ms. Grinnell Crosby also are offering assistance when needed.
- Director of the Children with Special Care Needs (CSCN) program, Sylvia Allinger, has resigned. During the interim, he has temporarily promoted Ms. Thomas. She is assisted by Barb Wright who is the Administrative Coordinator in that program. Recruitment will begin in the near future.

Division for Community Health Report: Ms. Bishop reported:

- Her staff is excited about partnering with CSCN staff on a new initiative to provide SafeCare home visits. Two Community Health Nurses in CHS have completed the training and are ready to accept referrals from Tompkins County Family Treatment Court and the Department of Social Services (DSS). This home visitation program has structured modules for teaching parenting skills to parents at risk for having their children enter foster care.
- Staff completed an outbreak disease guide that was shared with the three local colleges. It is a quick guide for deciding how and when a person should be isolated and their risk to public health. For educational purposes, Ms. Merkel was interested in obtaining a copy of the guide. Ms. Bishop will send her a copy.

Ms. Bishop responded to questions:

- There are differences between SafeCare and the Cooperative Extension parenting programs. The Cooperative Extension program is voluntary with a focus that depends upon the needs of the parents taking the class; whereas, the SafeCare program is court mandated with regimented modules geared to parents who are in danger of losing custody of their children.
- DSS receives funding for the SafeCare program that is disbursed to TCHD for the home visits made by our community health nurses.

Children with Special Care Needs Report: Ms. Thomas had nothing to add to the written report.

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

Environmental Health Report: Ms. Cameron commented on personnel changes. As noted in her report, Audrey Balander and Steven Kern have returned this summer to inspect children's camps. In the Healthy Neighborhoods Program (HNP), Samantha Hillson is working half-time. For additional staff support in that program, Shannon Constantino was hired as a Healthy

Pages 3-4 omitted as not relevant to this measure. Full minutes available online at www.TompkinsCountyNY.gov/health/boh

The vote to approve the revised policy as amended was unanimous.

For future consideration, Dr. Evelyn suggested staff may want to create a list of unapproved abbreviations. A list of abbreviations staff cannot use is a shorter list.

Approval for *Medical Orders Policy and Procedure*: Ms. Bishop stated the changes in this policy reflect a change from a 90 day to 60 day certification period for home visits to antepartum and postpartum clients. Through our Licensed Home Care Services Agency (LHCSA), those home visits are overseen by the Visiting Nurse Service (VNS) of Ithaca and Tompkins County. This is a regulatory requirement.

Dr. Macmillan moved to approve the revised policy as written; seconded by Dr. Morgan; and carried unanimously.

Approval for *Emergency Response Plan Policy*: Ms. Bishop explained this policy was originally written in 2012. She worked collaboratively with Nina Saeli, TCHD Emergency Preparedness Coordinator, to ensure the policy is consistent with the TCHD Emergency Response Plan. Specific language was included to spell out which program service areas would continue to operate and our obligation to clients in an emergency situation.

Dr. Evelyn moved to approve the policy as written; seconded by Ms. Merkel.

Expanding upon the DCH level of responsibility, Ms. Bishop said there are hundreds of clients served in our program areas: Women, Infants and Children (WIC); Medicaid and Obstetrical Maternal Services (MOMS); and Diagnostic and Treatment Center clients. Staff is obligated to reach out to them to find out the needs of their family including the possibility of moving to a shelter.

As part of our preparedness program, Mr. Kruppa explained this plan is a component of our larger health department response plan which is a component of Tompkins County's emergency response plan. In most cases a representative from TCHD will be responsible for health and human services leadership at the Emergency Operations Center (EOC). However, these plans exist so that someone from another department, e.g. DSS, can refer to the plans and understand the needs of our clients.

The vote to approve the policy as written was unanimous.

Promoting Tobacco Free Communities: Mr. Schiele thanked Mr. Kruppa for the opportunity to speak on two separate efforts to promote tobacco free communities.

(1) *Smoke-free Multi-unit Housing: Ellis Hollow Road Apartments Case Study*: Mr. Schiele referred to three pages in the BOH packet that show the results of a survey of tenants at Ellis Hollow Road Apartments. The survey was prompted by tenant concerns about secondhand tobacco smoke infiltrating smoke-free apartments. The survey asked questions related to exposure to secondhand smoke, and assessed support for a new policy that would prohibit smoking anywhere in the building, including all residences. Ultimately, the management of the property, Conifer Realty, decided not to make any changes in the smoking policy. They did not

present any arguments to explain their decision. It is a difficult situation. This was an active tenant group trying to work on the smoking issue because some people were having serious problems.

Pointing out that one of the pie charts shows almost 70% of the tenants thought the smoking policy should change, Dr. Morgan expressed concern that management decided against changing the policy. Mr. Schiele's experience and research suggests it is a pattern with the Rochester based company, Conifer Realty. They are building more in this community; most of their units are not smoke-free, though in an email to Mr. Schiele they indicated that a property now under construction on Rt. 96 in the Town of Ithaca will be smoke-free. It requires some effort to become a smoke-free environment but other housing units have moved in that direction. McGraw House is one example of a housing unit that changed its policy. It took time but it happened.

Mr. Schiele mentioned the U.S. Housing and Urban Development (HUD) agency is in the process of reviewing comments on a proposed regulation that would require all HUD funded properties to be smoke-free. In anticipation of that move by HUD, the Ithaca Housing Authority is planning to go smoke-free. According to Mr. Wood and Mr. Burbank, the County does not fund any public housing so would not be involved with any smoke-free requirements for that type of housing.

(2) *Overview of a New Statewide Media Campaign, "Seen Enough Tobacco"*: Mr. Schiele distributed a handout of talking points providing an overview ([Attachment 1](#)) of a media campaign being conducted throughout New York State. For years, the Advancing Tobacco Free Communities grant program has been working to reach the public through media and advertising to build awareness of the displays of cigarettes in convenience stores and pharmacies known as power walls. Launched May 31, 2016 on World No Tobacco Day, this campaign is primarily online at www.SeenEnoughTobacco.org/media. According to YouTube, the crayon box and birthday cake videos had a quarter of a million views each during the first month. The Facebook page had 4,000 likes. It is a strong and active campaign.

2017 Proposed Budget Summary: A revised preliminary draft of the proposed budget summary ([Attachment 2](#)) was distributed prior to the meeting. For the newer members on the Board, Mr. Kruppa briefly outlined the budget process. The Board does not technically have authority over the budget but does have authority over departmental policies and programming which are affected by financial resources.

The summary sheet, created by Ms. Grinnell Crosby, outlines the division of money for each functional unit in the department. This proposed budget summary sheet contains the current numbers.

- *Requested Base (Target)* – County Administrator Joe Mareane has set a budget goal for the department which is our target. With our maintenance of effort budget, the department will be maintaining the projects and programs currently in place with no reduction in staffing, no reduction in programming, and a small amount of growth in some areas.
- *Requested New (OTR--Over Target Request)* – If the department's needs do not fit within the fiscal target, then additional requests can be submitted. This year there is a single

Pages 7-8 omitted as not relevant to this measure. Full minutes available online at www.TompkinsCountyNY.gov/health/boh

3.1.3 A, RD1: Smoke-Free Housing Case Study, dated June 2016

Smoke-free Multi-unit Housing: Ellis Hollow Road Apartments Case Study

How demonstrating tenant demand for smoke-free housing was not able to overcome barriers to obtaining smoke-free housing.



Property

- 1028 Ellis Hollow Rd. Managed by Conifer Realty, LLC. Seniors age 62+ and disabled adults. Developed and operates with Federal housing financing, utilizing the Low Income Housing Tax Credit Federal housing program to subsidize rents.

Mandate

- 2013 Community Health Improvement Plan (CHIP), Preventing Chronic Disease Strategy 1, Objective 2.3.2: By 12/31/17, increase by 200 the number of low income housing units that are smoke-free as part of a policy covering all housing units within a building or property.
- Advancing Tobacco Free Communities grant objective: Increase the percent of adult smokers and youth who live in households where smoking is prohibited.

Timeline (2016)

- January: A tenant from Ellis Hollow Road Apartments called Tobacco Free Tompkins (TFT) regarding secondhand tobacco smoke drifting into their apartment. This began when a new tenant who was a heavy smoker moved in to an adjacent unit. The new tenant disrupted what had been a safe and stable living situation for the caller. Now, infiltrating smoke was causing severe negative impact on the caller's health.
- January: A group of tenants invited TFT to participate in a "community" meeting at the apartments where all tenants could discuss secondhand smoke issue and TFT could answer questions. Both support for and objections to a smoke-free policy were expressed.
- February: TFT met with the property manager to discuss a tenant survey to gauge level of support for a smoke-free policy. Property manager collaborated in conducting a survey.
- March: Printed survey distributed by the manager to all 104 apartments. A notice was included in the property's March newsletter. Tenants were given 2 weeks to complete.

Results

- 50 surveys returned out of 104 distributed.
- 75% believe there is a problem with secondhand smoke at the building.
- 78% strongly or somewhat favor a smoke-free policy throughout the building.
- Additional results follow on pages 2 and 3. This pie chart document, and another in poster format, were provided to management to facilitate reporting the results to tenants.

Follow-up

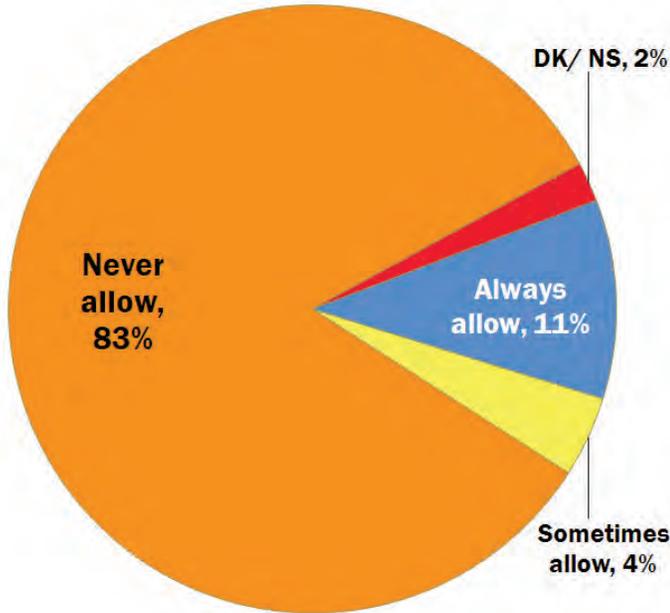
- Survey results were reviewed and discussed with local and regional managers. Management decided to not make any changes in the smoking policy at the property.

Ellis Hollow Apartments Smoking Rules Survey

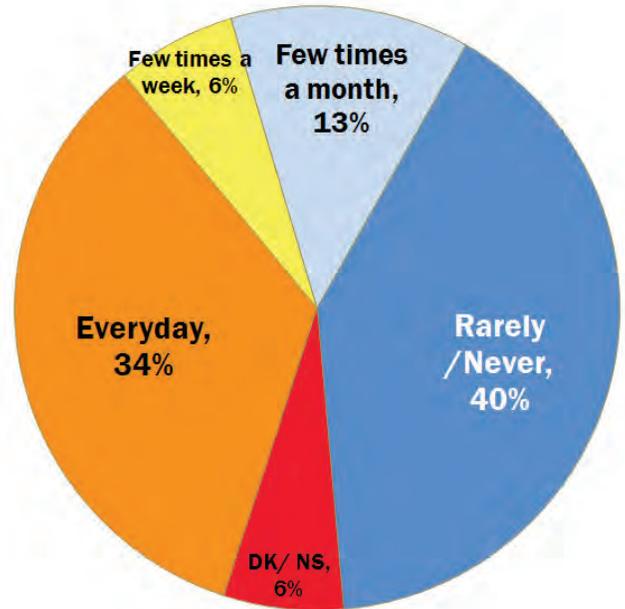


The survey was conducted from March 7–18, 2016, by Tobacco Free Tompkins. All surveys were strictly anonymous. Participants could win one of four \$25 gift cards. Management distributed the survey to 104 units and provided a secure drop box. 50 were turned in.

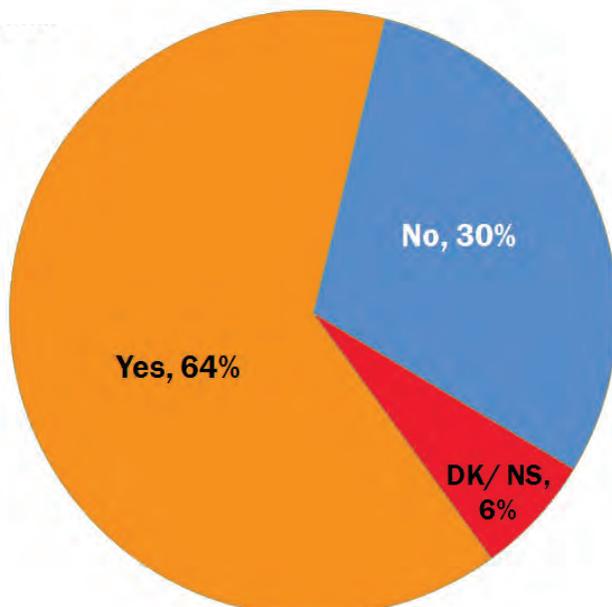
What are your rules about smoking in your apartment?



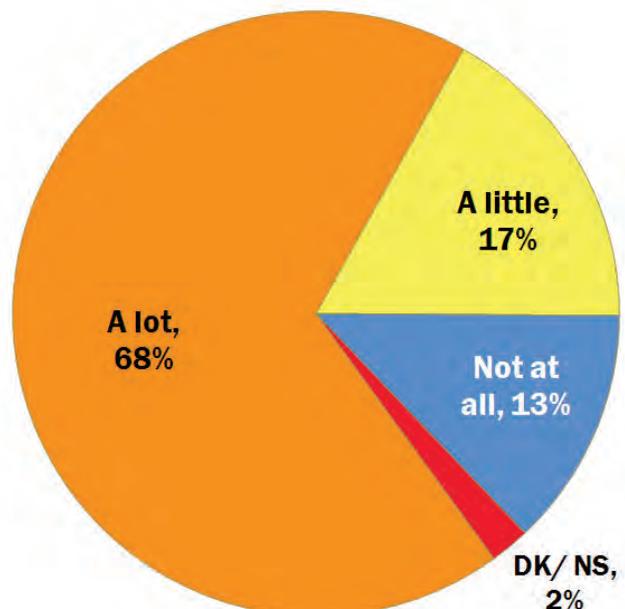
How often does tobacco smoke drift into your apartment?



Does anyone in your apartment have a condition that's made worse by tobacco smoke?



How much are you now or would you be bothered by smoke drifting into your unit?

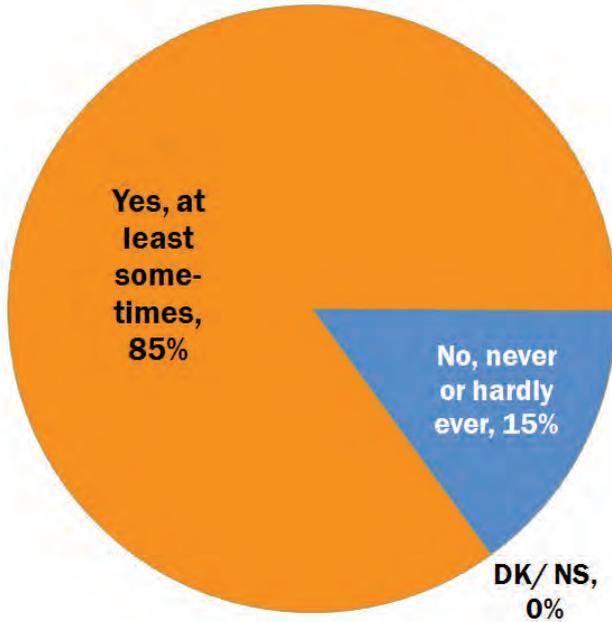


Ellis Hollow Apartments Smoking Rules Survey

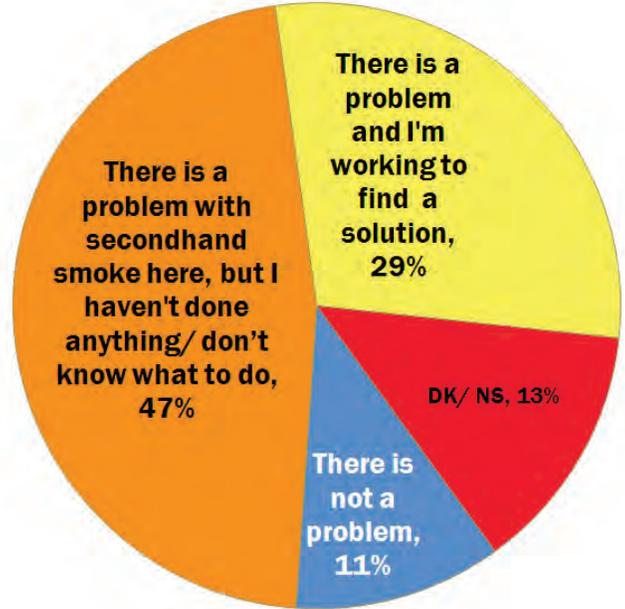


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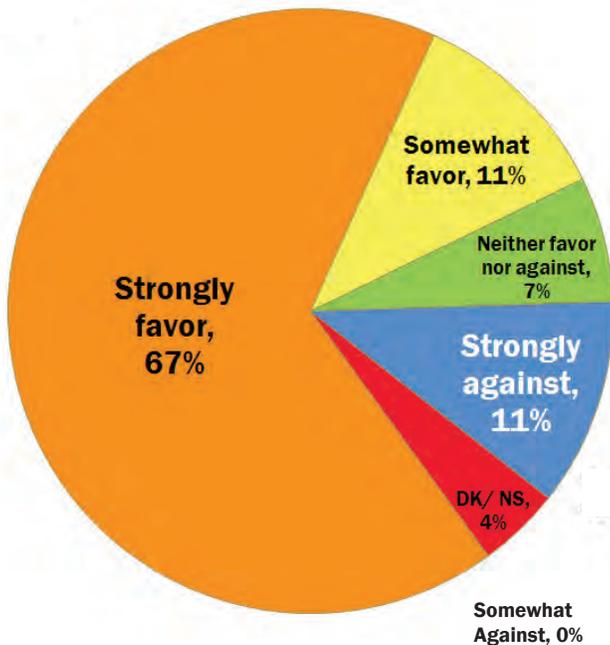
Can you smell smoke in the hallways or common areas?



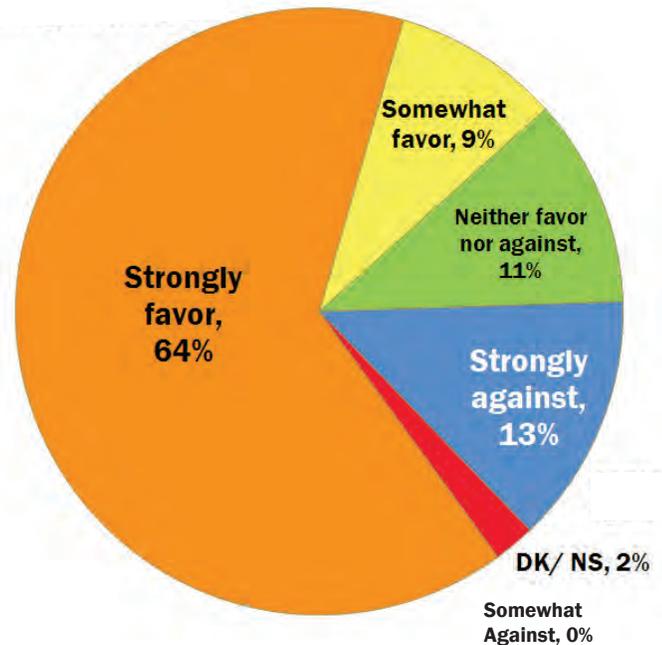
What is your view about secondhand smoke here?



Your opinion of a policy to ban smoking throughout the building



Your opinion of a smoking ban on all property, with designated areas



3.1.3 A, RD1: Email correspondences with manager of low income housing property, dated 4/29/16 – See RD1 page 10 ff.

Re: Ellis Hollow Smoking Survey



Ted Schiele

5/2/2016

Monica Pritchard <mpritchard@coniferllc.com>; +2 more

Reply |

Green category

| Evernote

Dear Monica;

Thank you for your email.

Of course I am disappointed, and I expect many Ellis Hollow residents will also be. I understand that when an apartment becomes vacant it needs to be leased quickly and without discrimination, but perhaps over the coming months a practice can be worked out by which tenants for whom drifting smoke may present a medical risk would not suddenly find themselves with a new neighbor who is a heavy smoker. I'm sure you can appreciate how disruptive that is, especially for a tenant who has settled into their home.

In the mean time, I applaud Conifer for launching its new communities with smoke free buildings. And yes, I will be eager to assist with that initiative in whatever way I can. I look forward to hearing from you in the Fall.

With my regards,
/Ted

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Ted Schiele**Tobacco Free Tompkins****Tompkins County Health Department****Ithaca, N.Y.****(607) 274-6712****TompkinsCountyNY.gov/health | tfreezone.net**

From: Monica Pritchard <mpritchard@coniferllc.com>

Sent: Friday, April 29, 2016 9:22:07 AM

To: 722 Ellis Hollow; Ted Schiele

Cc: Leslie Barron

Subject: Re: Ellis Hollow Smoking Survey

Dear Ted~

We wanted to thank you for your time last week and for sharing your knowledge about how to transition properties over to Tobacco Free Communities. It was very interesting to us to hear what you shared.

We have taken this time to consider the needs of all of our residents at our communities. We have decided to leave the existing Conifer properties as is. Ellis Hollow will not be transitioning.

The good news is, Conifer is building a new Senior Community across from the hospital beginning this Fall. This building will be smoke free and we will contact you then regarding signage and support. If residents wish to transfer from Ellis to this new community, we will work with them during the lease up time.

Again, we appreciate your time and efforts with us and wish you the best of success. We will be reaching out to you this Fall.

Monica L Pritchard

District Manager COS, TCS, SCS, RD STAR

[E] mpritchard@coniferllc.com

[P] (607) 269-1000

[C] (607) 280-8219

conifer >>

853 EAST WILLOW STREET

SYRACUSE, NY 13203



From: Ted Schiele <TSCHIELE@tompkins-co.org>

Sent: Thursday, April 14, 2016 5:06 PM

To: 722 Ellis Hollow; Monica Pritchard

Cc: Leslie Barron; John Giannuzzi

Subject: Re: Ellis Hollow Smoking Survey

Thanks Monica. I appreciate your interest and effort put in looking into this issue.

Regards

/Ted

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Ted Schiele, M.S.

Tompkins County Health Department
Health Promotion Program
Tobacco Free Tompkins
(607) 274-6712

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>>> Monica Pritchard <mpritchard@coniferllc.com> 4/14/16 2:58 PM >>>

Ted~

Thank you for your time today.

We are putting together a list of questions for you to review. Should be back to you by end of next week.

Thank you again for your efforts

Monica L Pritchard

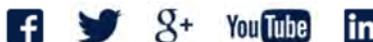
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853 EAST WILLOW STREET
SYRACUSE, NY 13203



From: Ted Schiele <TSCHIELE@tomkins-co.org>
Sent: Tuesday, April 12, 2016 1:37 PM
To: Monica Pritchard
Cc: Leslie Barron
Subject: Re: Ellis Hollow Smoking Survey

Hi Monica;

Happy to provide survey results.

Attached is a visual display of results that I also gave to Ginny. It does not show all the questions, but it does have the most relevant ones. 50 surveys were turned in of the 104 distributed by management.

I've also attached the survey instrument. Tobacco Free Tompkins provided four \$25 gift cards as an incentive for participating. The entry form for the gift cards was separated from the survey, and the completed survey was sealed in an envelope.

Let me know if I can provide any additional information ahead of our call.

Thanks
/Ted

>>> Monica Pritchard <mpritchard@coniferllc.com> 4/12/16 11:58 AM >>>

Hi Ted~

We are looking forward to speaking with you as well.

It would be helpful if we had a few advance answers to ponder.

I believe all 104 units were sent the survey.

How many did you receive back?

What percentage of these responses were wishing for a smoke free building?

Thank you for your help with these answers.

Monica L Pritchard

District Manager COS, TCS, SCS, RD STAR

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[C] (607) 280-8219

853 EAST WILLOW STREET

SYRACUSE, NY 13203



From: Ted Schiele <TSCHIELE@tompkins-co.org>

Sent: Tuesday, April 12, 2016 11:09 AM

To: Monica Pritchard

Subject: Re: Ellis Hollow Smoking Survey

Hi Monica;

Thanks again for setting up this call. I will call in on the number given below, 2:00 PM on Thursday.