

## MINUTES

### **Tompkins County Board of Health**

**December 1, 2015**

**12:00 Noon**

**Rice Conference Room**

**Present:** Will Burbank; David Evelyn, MD, MPH; Edward Koppel, MD; James Macmillan, MD, President; Michael McLaughlin, Jr.; and Susan Merkel

**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; Jonathan Wood, County Attorney; and Shelley Comisi, Keyboard Specialist

**Excused:** Sylvia Allinger, Director of Children with Special Care Needs; Brooke Greenhouse, Board of Health Member; and Janet Morgan, PhD, Board of Health Member

**Guests:** Theresa Lyczko, Director, Health Promotion Program; Kristee Morgan, Senior Public Health Sanitarian; and Deb Thomas, Senior Community Health Nurse

**Call to Order:** Dr. Macmillan called the regular meeting of the Board of Health (BOH) to order at 12:04 p.m.

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

**Approval of October 27, 2015 Minutes:** Dr. Koppel moved to approve the minutes of the October 27, 2015 meeting as written; seconded by Dr. Evelyn. The minutes carried with two abstentions (Mr. Burbank and Mr. McLaughlin).

**Financial Summary:** Ms. Grinnell Crosby stated the financial summary report in the packet is for October. She will be running the November report later in the week. In further remarks she reported:

- Administration (Planning & Coordination) has an expenditure in the amount of \$68,000 to \$69,000 that needs to be moved to the capital project account. The correction was sent to the Finance Department but has not been completed yet.
- A correction in the Environmental Health (EH) program was made that adjusted the revenue in August. The program is tracking in a better direction.

- Fringes in 2014 were not posted until the end of the year but are being posted routinely now. That makes a difference when looking at the comparison to other years.
- The Medical Examiner's cases with expenses are higher than in the previous two years. Autopsy bills are not received immediately but are often held pending the results from the autopsy. A request for a budget adjustment will be presented to the Legislature for \$32,000 to be added to the program's budget.

With the increased number of Medical Examiner cases, Mr. McLaughlin wondered if the staff or standards have changed that determine when to perform autopsies. Mr. Kruppa responded neither staff nor standards have changed. Autopsies are performed at the discretion of the Medical Examiner based on the law. Staff does track the cause of deaths, but there is no discernible factor. The rise in the number of deaths this year is considered an anomaly. Staff is keeping an eye on it. When asked how next year's budget is affected, Ms. Grinnell Crosby said she moderately increased the amount budgeted for next year.

**Administration Report:** Mr. Kruppa:

- Referred to the BOH calendar of meeting dates for 2016 that was distributed prior to the meeting (see attached handout). The November and December meetings have been combined into one meeting at the end of the year. There was no opposition from members to the proposed dates.
- Reminded the Board that the Health and Human Services Committee and the Budget, Capital, and Personnel Committee of the Legislature will be holding a joint meeting on Thursday, December 3rd, at 3:00 p.m. to discuss the combined department head role for Public Health and Mental Health departments. Board members are welcome to attend. Comments will be accepted.

**Medical Director's Report:** Dr. Klepack explained there is a minor correction to his report. In the third bullet of his activities, he reported that he reviewed and signed immigration forms. Those forms are specifically for refugees to ensure they are up-to-date with immunizations. Immigrants follow a different path. Therefore, *refugee* should replace *immigrant* in his report.

**Division for Community Health Report:** Ms. Bishop reported New York State Department of Health (NYSDOH) releases a weekly influenza surveillance report. Each week, her staff sends out a blast fax to area providers to keep them informed of flu activity from a local, regional and state perspective. Right now influenza is sporadic and typical for this time of year.

Dr. Koppel mentioned Cornell University has been seeing a significant number of cases of a flu-like illness: dramatic high fevers, body aches, and coughing lasting for a week or two. Flu cultures are negative. The results are coming back as adenovirus.

**Children with Special Care Needs Report:** Deb Thomas, Senior Community Health Nurse, represented Ms. Allinger at the meeting. She had nothing to add to their report.

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

**Environmental Health Report:** Ms. Cameron had nothing to add to her written report.

**Resolution #ENF-15-0022 – Sammy’s Pizzeria, C-Ithaca, Violations of Part 14-1 of the New York State Sanitary Code and Board of Health Orders Dated September 22, 2015 (Food):**

Ms. Cameron stated Sammy’s Pizzeria was recently before the Board. During the inspection of the facility following the BOH action, EH staff observed critical violations: food was out of temperature, equipment was not working well or properly maintained, and the owner was not monitoring the equipment.

Mr. McLaughlin moved to accept the resolution as written; seconded by Dr. Macmillan.

Noting that assessing a penalty did not correct the issue, Mr. McLaughlin asked about the next step to be taken in this situation. Ms. Cameron responded EH staff is discussing additional measures that would result in compliance. Maintaining temperature logs for food is one option. To this point, the owner has not been required to keep temperature logs because the problem has been with the equipment. In this case, logs maintained on the equipment would show whether or not the owner is actively checking equipment.

Mr. McLaughlin was in favor of adding a requirement that the owner maintain temperature logs on the food or equipment. Mr. Kruppa suggested the Board use general language that would require temperature logs and allow EH staff to make the appropriate determination on the type of log to be maintained.

After a discussion regarding Mr. McLaughlin’s recommendation to require the facility to maintain temperature logs, it was decided an additional order will be inserted as the new number 2 with the following language: “*Maintain temperature logs as prescribed by the Tompkins County Health Department.*” In addition, subsequent orders in the resolution will be renumbered.

The vote on the resolution, as amended, carried unanimously.

**Adjournment:** At 12:37 p.m. Dr. Macmillan adjourned the meeting.