

# New York State Department of Health

## **Year 4 Performance Incentive Initiative: Required Documentation Cover Sheet**

### **PHAB Measure:**

- 1.3.1 A

### **Submitter:**

- Tompkins County

### **Required Documentation:**

- RD2: Review and discussion of data analysis

### **Narrative:**

- Board of Health (BOH) minutes, dated 12/6/16, documenting acceptance of the Community Health Improvement Plan 2016-18 (CHIP) by the BOH.

*Collectively, the attached documentation achieves the required documentation,*

The Tompkins County Board of Health (BOH) upholds Public Health Law and the Sanitary Code to preserve and improve the public health of Tompkins County. BOH members are appointed by the County Legislature. The eight members include one County Legislator, at least three physicians, and one representative from the City of Ithaca.

Minutes from the Tompkins County Board of Health document the presentation of the 2016-18 CHIP at their December 2016 meeting (RD2 Pg. 3-4). The document was reviewed and priorities stated: 1) preventing chronic disease, 2) promoting mental health and preventing substance abuse. The Board unanimously supported the document as written.

**1.3.1 A, RD2: Board of Health minutes, dated 12/6/16 -- See RD2 Pg. 3-4**

**MINUTES**

**Tompkins County Board of Health**

**December 6, 2016**

**12:00 Noon**

**Rice Conference Room**

**Present:** Will Burbank; David Evelyn, MD, MPH; Edward Koppel, MD; James Macmillan, MD, President; Michael McLaughlin, Jr.; 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, Director of Children with Special Care Needs; Jonathan Wood, County Attorney; and Shelley Comisi, Administrative Assistant II

**Excused:** Brooke Greenhouse, Board of Health Member

**Guests:** René Borgella, Public Health Sanitarian; Susan Dunlop, Community Health Nurse, Health Promotion Program; Penny Holeman; 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 October 25, 2016 Minutes:** Dr. Koppel moved to approve the minutes of the October 25, 2016 meeting as written; seconded by Ms. Merkel; and carried unanimously.

**Financial Summary:** Ms. Grinnell Crosby distributed a draft of a new financial report (Attachment 1) that provides a look at Tompkins County Health Department (TCHD) as a whole. This report is designated *Period 10* for the month of October. The top section lists each functional unit in the department with *Non-Mandate* and *Mandate* programs kept separate because of the different rules that apply. The appropriation number is the amount of money the Legislature budgeted for TCHD to spend; expenditure is the amount spent. The bottom section contains columns that provide numbers for the amount of appropriations left to be spent and the

**Pages 2-4 have been omitted as they are not relevant to this measure. The complete minutes are available online at [www.TompkinsCountyNY.gov/health/boh](http://www.TompkinsCountyNY.gov/health/boh)**

cooperation. A fine was not included in the draft resolution, but he has been notified there could be a substantial fine if he does not meet the Board's requirements. Mr. Parr added that the owner is currently working with a water treatment specialist. One of the issues being resolved is the frequency of the operator's visits to ensure the water system is properly maintained.

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

**SafeCare Visit Policy & Procedure:** Ms. Bishop stated SafeCare is an evidenced based home visiting program that is family court ordered for families at risk of losing their children. The program has been in existence through the Tompkins County Department of Social Services (DSS) for three years. She wrote this new policy to provide the framework for the trained nurses in CHS and CSCN who are performing the SafeCare visits. It is a worthwhile project to be working with Family Treatment Court and DSS to continue to support and strengthen families.

Although these are court ordered visits, Mr. Kruppa emphasized this is not an adversarial relationship. The Family Treatment Court is interested in keeping families united. It is less about compliance than it is about giving parents the skills to be successful in retaining their children. Our trained nurses provide stability and work with the parents to attain those skills.

Ms. Bishop pointed out that our nurses have given feedback on their cases. They have not been received with animosity. The benefit of the program shows that families involved in SafeCare are less likely to neglect their children in the future. It is an investment in our community. Ms. Thomas added that nurses are not expected to testify in court. Instead, they provide a monthly report on the family's participation and the skills the parents have gained. Clients and the nurses have been happy with the program.

In a brief discussion about the questions in the parent satisfaction survey, Ms. Bishop explained the survey questions were created by the SafeCare program. She advised the case would be reassigned if it was not a good fit between the nurse and parents.

As for resources needed for the program, Ms. Bishop noted that each family receives 18 visits with each weekly visit lasting 1-1½ hours. Mr. Kruppa mentioned there is a Memorandum of Understanding (MOU) with DSS to pay TCHD for each home visit; each nurse carries about two cases.

Dr. Koppel moved to approve the *Tompkins County SafeCare Visit Policy & Procedure* as written; seconded by Dr. Macmillan; and carried unanimously.

**Community Health Improvement Plan (CHIP): Review Draft Document:** Mr. Kruppa thanked Mr. Schiele for undertaking the majority of the work of updating the Community Health Improvement Plan (CHIP). The State made a change that required the update one year earlier than originally planned. Mr. Schiele and a team from the hospital and the Health Planning Council reviewed the CHIP and have added some new information. Our two priorities remain the same: (1) promoting mental health and preventing substance abuse, and (2) preventing chronic disease. Progress is being made to align other plans like the CSB priority plan with this one to meet the needs of multiple constituent groups within our community. The CHIP is due at the end of December so the Board is being offered a chance to review it. Ultimately, a motion of support from the Board would be appreciated.

Dr. Macmillan moved to support the *Community Health Improvement Plan* as written; seconded by Mr. McLaughlin; and carried unanimously.

**Establish Board of Health Nominating Committee:** Mr. Kruppa requested a nominating committee be established to consider the 2017 BOH Slate of Officers for President and Vice President. Mr. Burbank and Dr. Morgan volunteered to serve. Mr. Kruppa will contact them about the process.

**Adjournment:** At 1:55 p.m. Dr. Macmillan moved to adjourn the meeting.