

Tompkins County Board of Health
May 28, 2024
12:00 Noon
Rice Conference Room and via Zoom

Minutes Approved
June 25, 2024

Present: Christina Moylan, Ph.D., President; Melissa Dhundale, MD, Vice-President; Andreia de Lima, MD; Susan Merkel; and Shawna Black (Zoom)

Staff: Frank Kruppa, Commissioner; Brenda Grinnell Crosby, Deputy Public Health Director; Harmony Ayers-Friedlander, Deputy Commissioner of Mental Health Services; Samantha Hillson, Director of Health Promotion Program; Skip Parr, Senior Environmental Health Specialist; Zoe Lincoln, Whole Health Planner; Brenda Coyle, Administrative Coordinator of Environmental Health; and Karan Palazzo, LGU Administrative Assistant.

Excused: Samara Touchton; Edward Koppel, MD.; and Ravinder Kingra.

Guests: Megan Zevez, Ithaca Voice

Call to Order: Dr. Moylan called the regular meeting of the Board of Health (BOH) to order at noon.

Privilege of the Floor: None

Approval of April 22, 2024, Minutes: A quorum was not met and the April 22, 2024, minutes could not be approved. The meeting moved forward with discussions of the agenda items.

Financial Summary: Mr. Kruppa reported on behalf of Mr. Porter, who is on medical leave. He reported that the first quarter financials are on track but are below schedule on expenses.

Medical Director's Report and Discussion: Dr. Klepack referred to the reported Avian influenza cases, which continue to be an issue but reported that there have been no additional human cases. Pasteurized milk is safe to drink and advises against consuming raw or unpasteurized milk.

Administration Report: Mr. Kruppa reported that the New York State Public Health Partnership Conference will be held at the new "Ithaca Downtown Conference Center" on Green Street in 2025.

Division for Community Health (DCH) Report: Ms. Buckwalter was not present.

Health Promotion Program Report: Ms. Hillson reported that there will be a kickoff event for the Community Health Improvement Process (CHIP) on June 7th to explain the process, planning, structure, and framework (MAP 2.0) and provide an overview of the past six months.

Children with Special Care Needs (CSCN) Report: Ms. Clark Manderville was not present.

Environmental Health (EH) Report: Mr. Parr introduced EH Administrative Coordinator, Brenda Coyle who is extremely instrumental in compiling the fees and managing EH's data.

Highlighted Updates:

- Boil Water Order – EH meets with the Village of Dryden on the boil water order for an after-action review to coordinate communication across agencies
- City Encampment – EH received a request for a copy of the City’s work plan for the encampment. The City’s work plan is currently under review and once finalized it will be released
- Referenced handout on draft resolution # ENF-24-0006 Brew 22 Coffee & Espresso
- Referenced handout Recommended Environmental Health Division Fees for 2025

Mr. Kruppa responded to a concern of the campers by the inlet and said that they are aware of the campers and there are no violations but will continue to monitor. The City’s plan is inclusive of the City zone project and the next area of focus is around Nate’s.

Refund Policy Revisions and Proposed Environmental Health Fee Schedule 2025 Discussions:

Refund Policy Revisions:

- Eliminate the \$20 fee for a refund

Proposed Environmental Health Fee Schedule 2025 Revisions:

- Other Fees - Eliminate \$25 refund request (within 6 months of receipt)
- On-Site Wastewater Treatment & Development Fees
 - Add Replacement with an Engineer Plan; No Site Evaluation with a proposed fee of \$175
 - Increase large on-site wastewater treatment systems fees by 10%
 - 1,000 – 1,999 gallons = \$375
 - 2,000+ gallons = \$590

Mr. Kruppa noted that the subsequent online documents and hard copies of the fee schedules show that the cost recovery calculation is very small.

Dr. Moylan stated that she will not be able to attend the June 2024 BOH meeting and agrees with the 2025 refund policy revisions and the proposed EH fee schedule fines discussed.

The next meeting is Tuesday, June 25th, 2024 @ noon.

The meeting adjourned at 12:45 pm