



# TIOGA COUNTY BOARD OF HEALTH

## MEETING MINUTES January 18, 2024

### **BOARD MEMBERS PRESENT (All Attended In Person):**

W. Simmons, Vice President  
T. Leary, FNP  
T. Nytch, DVM  
J. Raftis, DO, FACEP  
W. Standinger III, Legislator  
R. Kapur-Pado, DO (Arrived at 7:36 a.m.)

### **ABSENT:**

T. Hills, DVM, President

### **OTHER(S) PRESENT:**

H. Vroman, Public Health Director  
A. Reigelman, Secretary  
P. DeWind Esq., County Attorney (Arrived at 7:34 a.m.)

**GUESTS:** None

**CALL TO ORDER:** at 7:32 a.m. by Mr. Simmons

**PRESENTATION:** N/A

### **ADDITIONAL ITEMS:**

- Updated Board of Health Member Binders were distributed to all members. Ms. Vroman explained that the information provided will be helpful material for members to reference. She summarized each section of the binder and requested that if members feel anything else should be included to let her know.
  - Members expressed that it looked comprehensive and will be helpful.

### **OLD BUSINESS:**

- Meeting Minutes: No discussion; motion to approve prior minutes made by Dr. Raftis; seconded by Dr. Kapur-Pado, all were in favor, none opposed, motion approved.
- Enforcements: Dr. Nytch inquired about the fines associated with the Villages of Waverly and Candor and Town of Barton. Ms. Vroman explained that the stipulations were regarding failure to submit water samples per the sample schedule for coliform and disinfection by-products.
- Environmental Health Hearing Decision: Ms. Vroman briefly summarized the details of the Administrative Hearing that occurred December 5, 2023, which she had informed the Board of during the November meeting. Ms. Vroman presented the Hearing Officer's findings after the hearing, the verdict being that the operator was found guilty of having food under temperature. The original stipulation was modified to be \$225.00, now recommending charging \$1,500.00 (per the fee schedule) and to not allow the operator to permit in Tioga County until this outstanding balance is paid. Ms. Vroman requested that the Board make their final decision of how to proceed with this operator.
  - Ms. Vroman and Board members discussed other options on how to proceed. Ms. Vroman explained that typically upon the Board's decision Tioga County Public Health will send letter to the operator informing them that there was a hearing, offer the new fee and apprise the operator that payment must be received prior to allowing any further permitting in Tioga County.
  - Dr. Nytch noted that the Board should enforce current policies that are in place to maintain a standard of practice.



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- Dr. Nytch motioned that the Board proceed with Ms. Vroman's recommendation as described; seconded by Mr. Simmons, all were in favor, none opposed, motion approved.

### **NEW BUSINESS:**

- Standing Committee for Credentialing of Medical Consultant/ Dentist: Ms. Vroman explained that after speaking with Dr. Hills he would like to have a motion made by the Board of Health that there is a standing committee for the purposes of credentialing any Tioga County Public Health Medical Consultants or Dentists and that this committee be made up of the Public Health Director, Board of Health President and a physician on the Board.
  - Mr. Simmons entertained this motion. Motion made by Ms. Leary; seconded by Mr. Standinger, all were in favor, none opposed, motion approved.
- 2024 Calendar: Ms. Vroman presented a proposed 2024 calendar for the Board of Health that included regularly scheduled meetings with Public Health Management Team, quarterly quality assurance reports from the Medical Consultant/ Ms. Medina, and fiscal updates from Mr. McCann. Ms. Vroman stated that this calendar is not permanent, and can be modified at any point if needed, especially if the Board would like to add speakers in. Looking for any comments/suggestions from members.
  - Dr. Nytch inquired if breaks in August and December should still be planned.
    - Dr. Kapur-Pado stated that if the Board needed to, could plan to meet during these months.
  - Mr. Simmons added that the Board may want to stay current on the topic of Emergency Services with changes in regulations being made. Board members discussed Emergency Medical Services in Tioga County, ongoing issues, and emerging changes (making it an essential service). May want to have a presentation.
  - Motion made to accept the current proposed calendar made by Mr. Standinger, seconded by Dr. Kapur-Pado.

### **INFORMATIONAL:** Ms. Vroman shared updates.

- Article 28/Article 36 Legislation Updates: Chapter amendments being made to lesson restrictions for health departments. Will keep the Board updated as legislation moves forward.
- Governor's State of the State address (handed out NYSAC Address). This summary breaks out the address and proposed changes.
  - Yesterday afternoon received an email from NYSACHO detailing certain budget cuts. Will sift through and send members important information.
- Staffing Updates:
  - Filled the Public Health Sanitarian position internally, with employee (Stephen Mastro) who started with Public Health as a Temporary Health Educator through COVID and then moved into the Public Health Fellow position. He has been working on the Wellhead Extension Grant and will be attending a lead inspector training at the end of the month. Huge win!
  - Had an Early Intervention Service Coordinator resign and had to let the other Public Health Fellow go.
  - Promoted Jason Davis to Assistant Director to Administrative Services.
  - Have two new medical consultants-John Zevan, DO and James Skiff, MD that just completed orientations.
    - Dr. Nytch inquired if pay (as discussed at a previous meeting) has changed at all within the County.
      - Ms. Vroman stated that pay has not changed but feel comfortable where we are. Do not anticipate needing to fill the Early intervention Service Coordinator position.
      - At the end of November staff received Public Health Infrastructure Grant incentive (from CDC) which benefitted staff. Our Strategic Plan in connection with the County is in workforce development.
- Held Employee Recognition event offsite at the beginning of December, which was an appreciation luncheon for staff.

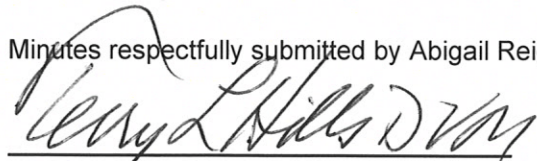


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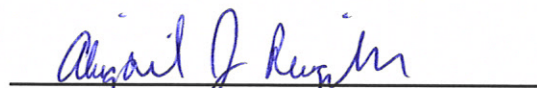
- Tioga Central School District is interested in receiving Narcan. Held a tabletop demonstration for this at the school. We are looking to reach out to other school districts.
- Early Intervention gave out holiday stockings to the children on their caseload. They work with their families to help find them additional resources.
- Health Education and Nursing is increasing outreach to primary care offices. Their outreach discusses immunizations, lead testing rates, and IQIP visits to help encourage immunizations.
- The Management Team finalized Public Health's Strategic Plan; to include: workforce, accessibility, tax payer value, and community partnerships. Currently waiting on staff feedback but will share with the Board at a future meeting.
- Public Health Emergency Preparedness drill is happening today during our Rabies Clinic in Candor. Prior to COVID would give certificates at clinic, during COVID this stopped, but tonight we are making sure people leave with their certificates. The purpose of the drill is to notify staff and set up the facility.
  - The board discussed Rabies clinics, veterinarians involved. A few members gave compliments for how the clinics are run.
- In process of revamping lead procedures. Peter finished reviewing our Notice and Demand letters. We are making processes more consistent. Also focusing on lead care coordination for children with Elevated Blood Lead Levels as we will most likely be seeing levels get stricter and more regulated.
- COVID After Action Report is almost finalized. We will be able to share with you by next month.
- Quality Assurance/Quality Improvement is still in progress, updating audit tools. One quality improvement project that we hope to have accomplished by end of year is to have the ability for clients to make online payments.
  - Hope to be paperless within a few years.
- Mr. Standinger inquired how it is working having Public Works move the Dental Van for Public Health.
  - Ms. Vroman stated that working with Public Works is fabulous.
  - Mr. Simmons stated that he would be interested in getting an electrical hookup set up for the van to be able to come out to Berkshire/Richford area and asked Ms. Vroman to send specifics about the hookup.
    - Ms. Vroman stated that she would send him the information.
- Dr. Nytch inquired about lead regulations and how they affect the Amish community.
  - Ms. Vroman stated that Public Health only finds out of elevated lead if children are tested, which we do not generally see from the Amish community. Would really only be able to educate. The Board briefly discussed.
- Dr. Raftis inquired if there were any pressing issues or goals that Ms. Vroman would like to take care of/see happen.
  - Ms. Vroman stated that staffing is no longer an issue and we have met all of our 2023 goals (staffing, Article 28 corrective actions met, creating strategic plan). One major goal is to now complete the strategic plan - see what public health services are needed in the community, retaining our workforce.
- The Board discussed the needs of the Northern Tioga part of the County (Berkshire/Richford).

Meeting adjourned at 8:46 A.M.

Minutes respectfully submitted by Abigail Reigelman.



Terry Hills, DVM, President



Abigail Reigelman, Secretary

Minutes approved February 15, 2024

