

# PLEASE RSVP TO 607-687-8630

# IF YOU WILL NOT BE ABLE TO ATTEND THIS MEETING

- TO: Members of the Board of Health
- FROM: A. Reigelman, Secretary
- DATE: March 14, 2024
- RE: Board of Health Meeting Thursday, March 21, 2024, 7:30 a.m., Multi-Purpose Conference Room, 2<sup>nd</sup> Floor of Health and Human Services Building at 1062 St. Rt. 38, Owego, NY 13827.

## **REVISED AGENDA**

Introduction of Guests-

- Susan Medina, Deputy Director of Public Health
- Denis McCann, Director of Administer Services
- Melanie Miller, Director of Patient Services
- Todd Kopalek, Supervising Public Health Sanitarian
- Nicole Whitmore, Director of Dental Health Services

Presentation- Management Team Updates/Highlights

### **Old Business**

- Meeting Minutes
- Enforcements

New Business

- 2023 Annual Report & Communicable Disease Report

Informational

- Agency Updates - February 2024

Additional Items

- None

Next Meeting Information

- Next Meeting is on April 18, 2024



# MEETING MINUTES February 15, 2024

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

T. Hills, DVM, President T. Leary, FNP T. Nytch, DVM W. Standinger III, Legislator

R. Kapur-Pado, DO (Arrived at 7:36 a.m.)

### ABSENT:

W. Simmons, Vice President J. Raftis, DO, FACEP

### OTHER(S) PRESENT:

H. Vroman, Public Health Director A. Reigelman, Secretary P. DeWind Esq., County Attorney (Arrived at 7:32 a.m.)

GUESTS: Susan Medina, Deputy Director of Public Health (Departed at 7:55 a.m.)

CALL TO ORDER: at 7:30 a.m. by Dr. Hills.

## PRESENTATION: N/A

### OLD BUSINESS:

- Meeting Minutes: No discussion; motion to approve prior minutes made by Dr. Nytch; seconded by Ms. Leary, all were in favor, none opposed, motion approved.
- Enforcements: Dr. Nytch inquired about the fine associated with Soprano's Family Deli. Ms. Vroman explained that this was the second enforcement on this establishment in a 12-month period, which is why fine is higher than usually seen. Tioga Environmental Health Division only recently started inspecting Soprano's within the last 2 years. Previously they were inspected by Agriculture & Markets.
  - Dr. Hills requested clarification on difference between establishments inspected by Tioga Environmental Health and Agriculture & Markets. Ms. Vroman explained that Environmental Health inspects restaurants, mobile food units, etc. and Agriculture & Markets inspects establishments selling deli items, prepackaged items, desserts, frozen prepared meals.

### **NEW BUSINESS:**

- Quarter Four Audit Summary of 2023: Ms. Medina provided the Board with brief summary of the internal chart audit review of public health programs that took place January 26, 2024.
  - o 130 record audits independently audited; auditors do not audit their own charts.
  - Main recommendations to come out of the audit were to update charts/audit tools to better capture the programs and process/workflow.
    - Doing a lot with the Environmental Health program to ensure forms are filled out in full and correctly.
    - Planning to audit a few more programs and we have requested example audit tools from other counties and New York State to see if we can improve.
    - Feel it is going really well, and we have our own internal Quality Team who will be working on quality projects/concerns. For example, utilizing Electronic Record Programs in programs where we primarily have paper forms which will help to



omit human error (i.e. Rabies Bite Investigations). Ms. Vroman added that we may change to an electronic system sooner rather than later in this program specifically.

- Board members, Ms. Vroman, Ms. Medina and County Attorney DeWind discussed Tioga County IT security (if moving to electronic forms and archive retention of paper records).
- Updated Satisfaction Surveys and sent to all chart records audited. Really trying to get community feedback. Also, must have a formal complaint process which will be a standing agenda item in our record audit meetings. We have not received any complaints so far.
  - Discussion of other methods of distributing the Satisfaction Surveys (posted QR codes and sending home in packets after visits) and percentage of surveys received back so far.
  - Dr. Nytch inquired about budget for programs if interested in making technological updates.
    - Ms. Medina stated that updates must be planned for to be able to include in next County Budget. Ms. Vroman added that with the 5-year Public Health Incentive Grant there is funding for technology updates/training needs for employees.
  - Brief discussion of process for getting needed resources approved (brought to Health & Human Services Committee and approved by Committee and Legislature).
  - The Board congratulated Ms. Medina on being nominated Employee of the Quarter.
- Strategic Plan: Ms. Vroman discussed the background of the Strategic Plan-developed as part of the County Strategic Plan (discussion began in spring of 2023 to revise the previous plan). Then began working with outside facilitators who assisted in identifying key areas important for county department heads: Taxpayer Value, Accessibility, Workforce & Community Partnerships. Internally decided our own goals under these identified key areas (distributed handout with full listing and quarter milestones):
  - o Taxpayer Value-Communicate taxpayer value through Public Health Messaging
  - Accessibility- Develop assessment to determine Public Health services needed in the community and what should be accessible online.
  - Accessibility-Increase accessibility by leveraging technology to provide greater access to public health services/programs online. (i.e. ability to access dental x-rays on the Cloud and have Environmental Health permits accessible online and to be able to pay online, as well as accept credit card payments).
  - Workforce- Develop an employee training needs assessment to serve as a baseline for training needs (mandatory trainings and additional trainings needed for the scope of the job).
  - Workforce- Employee Recognition Committee to develop an employee engagement satisfaction survey.
  - Community Partnerships- Identify public health partners and establish collaborations to promote healthy living.
    - Dr. Nytch inquired if Public Health billboards are money well spent, is feedback received?
      - Ms. Vroman stated that billboard advertising funding comes primarily from the State. It is not an astronomical amount. Feel it is worth it, do receive some feedback. Dr. Hills added that the billboards do put Public Health in the public eye.
  - Ms. Vroman explained how the Strategic plan will be implemented- Management team members have each chosen a goal to lead and all staff members have been assigned a goal area to work in. At next All Staff meeting, will be breaking into groups and begin working on goals. Staff will have all resources needed for accomplishing (resources for surveys and flyers, etc.)



- Ms. Vroman stated that her goals for 2024 encompass the goals of the Strategic plan:
  Retain current workforce.
  - Assessment of additional services needed. Received new Public Health trailer. which can help with trying to provide services on Tioga County's borders.
  - Providing greater access to services (credit card payments).
    - Continue to expand Quality Assurance-Quality Improvement program.
      - Legislator Standinger commended Ms. Vroman for being proactive and forward thinking.
      - Dr. Hills inquired if Public Health is in a better place with staff now.
        - Ms. Vroman stated that another Early Intervention Service Coordinator resigned, will be going to a company providing service coordination that will allow her to work remote full time. Also had new Office Specialist III not complete probationary period. Workforce retention is on the County's radar also.
          - Dr. Nytch asked how the new Medical Consultants were doing. Ms. Vroman stated that both are doing great and have already been very involved (completing orientations, have seen patient/reviewing record audits from Q4 2023 Quality Assurance Record Audit Meeting).

INFORMATIONAL: Ms. Vroman shared updates.

- Public health News:
  - Chapter amendments for Article 28 legislation were signed last month but changes will not be effective until mid-2025, Ms. Medina is on a workgroup to assist with these changes. Article 36 legislation is effective immediately. Public Health will not have to complete a weekly mandatory survey any longer because of this, and it will allow Nursing home visits without strict regulations.
- Accomplished Tasks:
  - In January had combined Candor rabies clinic with Public Health Emergency Preparedness set-up drill, which was very successful. Almost all Public Health staff were involved. Vaccinated over 80 pets.
  - The COVID After Action Report is complete, Ms. Wait is working on a presentation.
  - Had visit from the new Regional Representative for Environmental Health and had visit from Regional team for lead program. Both were educational visits and went well.
  - o Received new Public Health trailer, plan to get a decorative wrap put on it.
  - Ms. Vroman sits on committee for Broome-Tioga Child Fatality Review Team and recently co-signed a letter with Broome County Public Health Director (that she distributed for Board review) which will be mailed to the Railroad to consider installing barriers by railroad tracks and provide education in schools to help prevent fatal accidents (as had occurred in Tioga and Broome Counties in recent years).
    Will let the Board know if response is received.
    - 2023 Communicable Disease Report to providers is at the printers.
      - Discussion of trends seen in 2023: chlamydia, syphilis and gonorrhea have all increased in Tioga County.
  - Received funding from NYSACHO for Climate Change grant to address tickborne illnesses. Will focus on education for men (seeing high number in middle aged men) and for distributing tick-kits.
- In Progress Tasks:

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- Early Intervention is in the process of transitioning to a new electronic platform, which involves many staff members and Early Intervention providers. Feedback from the State is that the transition is not going well. Very burdensome to staff.
  - Dr. Nytch inquired if the Lead program is incorporated into the Early Intervention (EI) program. Ms. Vroman explained that lead is not directly tied to the EI program but can see children with EBLLs. Ms. Vroman provided a general

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overview of the Lead program. Children tested for lead has increased and have also increased outreach to providers to test more frequently.

- ATUPA stipulation from November regarding the sale of a flavored vape in a chain retailer Vaporking. Vaporking co-owner sent letter requesting more information. Had group call with County Attorney DeWind, Ms. Vroman, Mr. Kopalek, and the co-owner. The Co-owner was frustrated with NYS tobacco laws and wants Public Health to look the other way. Wants to proceed with an Administrative Hearing but have to find another hearing officer as current hearing officer has a conflict of interest. Currently in search.
  - Board discussed. Ms. Vroman and County Attorney DeWind provided background on regulations. Ms. Vroman stated that she would keep the Board informed.
- Recently an individual trying to bring a service animal into a local food establishment. The establishment owner stated that they could not enter, citing our Sanitary Code. However, ADA law supersedes the Sanitary Code. Business owners are allowed to ask certain questions as they pertain to service animals. Public Health educated the business owners on the ADA laws. The business owner and the individual cleared the situation on their own. County Attorney DeWind added that this situation was an animal that was being trained as a service animal.
  - Board members and staff discussed.

## ADDITIONAL ITEMS:

For the next meeting, Management Team is scheduled to attend. Does the Board want the full Management team or just certain team members to discuss specific topics?

 Board discussed and concluded to have full Management Team attend and provide a brief update.

Dr. Nytch inquired if the establishment owner who received the hearing decision last month responded back.

• Ms. Vroman stated that the individual has not paid the fine as of yet and Mr. Scherrer has spoken with the Boards of the events they frequently attend to inform them that they are not permitted.

Meeting adjourned at 8:51 A.M.

Minutes respectfully submitted by Abigail Reigelman.

Terry Hills, DVM, President

Abigail Reigelman; Secretary

Minutes approved March 21, 2024



# March 2024 Enforcements

Business	<u>Type of</u> <u>Violation</u>	Fine Paid/Date	Repeat Violation(s) within 12 Month Period
Coasters Sports Bar Tioga Downs Racetrack, LLC 2384 West River Rd. Nichols, NY	Food	\$375.00 2/28/2024	Yes
Sukhwinder Singh Harry's Expressway 1423 State Route 96 Owego, NY	Water	\$175.00 2/28/2024	No
Michelle Dougherty Candor Elementary School 1 Academy St. Candor, NY	Food	\$225.00 3/8/2024	No
Meghaan Velasco MJ's Bar and Restaurant, LLC 596 Fifth Ave. Owego, NY	Food	\$300.00 3/11/2024	No



# **Tioga County Public Health Department**

Health & Human Services Building | 1062 State Route 38, Owego, NY 13827



Phone: 607-687-8600 | Fax: 607-223-7030 | ph.tiogacountyny.gov Heather Vroman, MSEd., Public Health Director

# AGENCY REPORT

## January 25 - February 21, 2024

# <u>Highlights</u>

- Our Medical Consultants had their second day of orientation, hearing from our divisional staff about program specifics. They also toured the dental van while at Owego School District.
- Rollout of new desktop computers for all staff fully underway.
- February is Children's Health Month! We celebrated by holding a Heathy Smiles Photo Contest for kids. Pictures were posted on Facebook with tips to improve oral health and spin brushes were sent to all who participated.
- A spike in overdoses all linked to heroin was identified on February 2, 2024. Our team sent a public notification through media release and Facebook to warn the community. Messaging also included locations where Narcan is available.
- We were awarded the NYSACHO Climate Change Grant, which will be used for prevention of tickborne disease, with a focus on education/outreach toward middle aged men.
- Our Public Health Nurse has been awarded a travel grant to attend the Medical Reserve Corps National Summit in May in Chicago!
- Dan and Kylie attended their first session of Leadership Tioga. Mel, Mark and Nicole attended their first Institute for Advancement (I4A) class.

# **Health Education**

- Met with Tobacco Free Broome & Tioga to discuss the Advancing Tobacco-Free Communities Grant through NYSACHO and initiatives that we may be able to assist with during the next five years of the grant.
- Working on updating our Emergency Preparedness and Response Plan (PHEPR).
- Submitted Immunization Action Plan Deliverables for Quarter 3 to New York State Department of Health.
- In partnership with Family Resource Center (FRC) we held two more Toothbrush Fun Presentations with Danny the Dragon at the Berkshire Library and the FRC site in Waverly.
- Staff from Health Education and Nursing met with Mothers and Babies Perinatal Network to discuss their Cribs for Kids Program. Two staff were trained to become Safe Sleep Educators allowing our department to distribute pack'n'plays to qualifying families in need.
- Kylie is now on the Board of Directors for the Tioga County Youth Bureau!

# **Environmental Health**

- Environmental Health and Care Coordination met with Regional staff from the New York State Department of Health (NYSDOH) Lead Poisoning Prevention Program (LPPP) which provided great education/insight for staff that have recently started working in this program.
- Staff participated in a demo of a new X-Ray Fluorescence (XRF) analyzer which is used for detecting lead in homes.
- Had call with NYSDOH about the Wellhead Replacement Program and updated the Bureau of Water Supply on our four new special projects planned for the spring. Currently, in total, have about 10 projects lined up.
- Stephen, our new Public Health Sanitarian, is busy completing required course work (traveling as needed) and training on LPPP, rabies investigations, and working on the Wellhead grant and completing routine water testing.

# Patient Services (El, Dental, Clinic)

- Our Dental Assistant has picked up additional hours to assist with office duties and transporting kids to and from appointments.
- A new online enrollment form is complete, allowing for increased efficiency. It's working great!
- Continuing to see children in our Immunization Clinic, including follow-up doses in series, out of state/country kiddos.
- Our Public Health Nurse, Louise, completed her Public Health Foundations certificate.
- 2024 Vaccine for Children (VFC) and Vaccine for Adults (VFA) Provider Agreements have been submitted. Involved staff had to complete all required annual trainings.
- Early Intervention (EI) has been very busy during another transition phase (EI children transitioning to preschool). Needed providers are in short supply and our service coordinators do their best to offer support and resources during waiting periods. Beginning to canvas for vacant service coordinator position.
- El Staff and Admin Services staff involved in the El program are training and preparing for the launch of the State's new El Hub (software application), which is anticipated for June 2024.

## **Administrative Services**

- 2024 Article 6 State Aid Program Questionnaire was submitted to New York State.
- Continuing with policy work, and have fully updated all Administrative Policies.
- In process of creating a better tracking system for employee inventory, including all county-assigned assets and employee demographics.
- Cross-training in Preschool billing and transportation services.
- Staff completed an internal survey for the Strategic Plan which assisted in assigning staff to goals they are interested in working on. At our last All Staff meeting, staff broke into their assigned workgroups to start planning on how to complete Quarter 1 milestones.
- Heather is now serving on the Rural Health Network Board of Directors.

## **Ongoing Support/Partnerships**

- Allies in Substance Abuse Prevention Coalition
- Child Fatality Review Team
- Family Enrichment Network (Head Start)
- Lourdes PACT Advisory Board
- Mothers and Babies Perinatal Network
- Racker Center
- Rural Economic and Partnership (REAP)
- Rural Health Network
- Safe Harbor Committee
- S2AY Pivotal Partners Finger Lakes
- Attachments:

- Team Tioga
- Tioga County Board of Health
- Tioga County Commissioner's Advisory Council
- Tioga County Council of Governments
- Tioga County Immunization Coalition
- Tioga County Local Emergency Planning Committee (LEPC)
- Tioga County Mental Health Sub-Committee
- Tioga County Non-Profit Network
- Tioga Opportunities

- 1. Financial Snapshot, YTD thru 12/2023.
- 2. Article: "Tioga County issues overdose spike alert," Morning Times, February 3, 2024.
- 3. Flyer: "What the Health!?," February 2024.
- 4. Bulletin Boards: Harm Reduction Saves Lives," How to Care for Your Child's Teeth, HHS Building, February 2024.
- 5. Bulletin Board: "Healthy Aging," 56 Main Street, Owego, February 2024.
- 6. Data Spreadsheet January 25-February 21, 2024.

	2023 Budget	Actual <sup>*1,2</sup> YTD 2023	Percentage of 2023 Budget
REVENUES			
Fees	1,079,850	801,461	74 %
State/Federal	3,642,862	2,528,651	69 %
Local	3,100,586	2,897,615	93 %
TOTAL	7,823,298	6,227,727	80 %

# Financial Snapshot Year-to-date through December 2023\*<sup>3</sup>

### **EXPENSES**

Compensation	2,737,891	2,098,655	77 %
Program Expense	4,561,235	3,781,188	83 %
Core Infrastructure	524,172	347,884	66 %
TOTAL	7,823,298	6,227,727	80 %

# Allocation of Expenses Year-to-date through December 2023



\*Notes:

1. COVID Specific funds have been removed from these tables, as they skew the numbers due to their large amounts. In 2023, over \$1.9 million of Covid funding remains within Public Health. However, very unlikely much of it will be expended.

2. Most of January & February revenue are adjusted back to prior year as payments during this time are for services performed in the prior year. State Aid reimbursement is reported a couple months after each quarter ends.

3. This does NOT represent the FINAL 2023 financials. Reconciliation and Treasurer adjustments will continue for a few months into 2024 before being finalized. Many revenue and expense accruals are expected to be added to the amounts list above.

# Tioga County issues overdose spike alert

### For The Times Tioga County Public Health

OWEGO — Tioga County Public Health has observed a spike in drug overdoses in Tioga County, New York between Jan. 30, 2024 and Feb. 2, 2024.

The reported overdoses were all nonfatal, and Narcan was administered to each individual. While it is unknown if the overdoses are related, the suspected drug causing the overdoses was heroin. The public is warned about the possibility of a substance laced with a potent opioid in our area.

Overdose deaths frequently involve fentanyl, a synthetic opioid that is up to 50 times stronger than heroin, and often unknowingly mixed in with other substances. Tioga County Public Health recommends that family members, caregivers, and people who spend time with those who have a substance use disorder know the signs of an opioid overdose, which include:

- Cold, clammy skin
- Difficulty waking or speaking
- Slow or no heart rate
- Slow or no breathing
- Limp body
- Pinpoint pupils

• Gurgling or choking sounds

• Blue or purplish lips or fingernails Call 911 immediately if these symptoms of an overdose are present.

An opioid overdose can be reversed by using the medication Narcan, also known as Naloxone, when administered in time. Due to Tioga County's large geographic make up, first responders may not make it to a scene in time to reverse an overdose. Keeping Narcan on hand can greatly increase the chance of survival should an opioid overdose be occurring. Narcan is not addictive and does not cause harm if administered during another medical emergency.

Narcan nasal spray is free and available through the following agencies in Tioga County:

• Tioga County Public Health — 1062 State Route 38 Owego, NY 13827 607-687-8612

• Tioga County Mental Hygiene – 1062 State Route 38 Owego, NY 13827 607-687-0200

• CASA-Trinity — 72 North Ave. Owego, NY 13827 607-223-4066

Narcan is also available through Public Access Narcan Boxes around the county and through many pharmacies.

Morning Times

Article: Morning Times, February 3, 2024







Large Bulletin (Top) & Hot Topics Bulletin (Left) Board, HHS Building, Owego, February 2024



Bulletin Board, 56 Main Street, Owego, February 2024

# DATA SPREADSHEET

January 25, 2024-February 21, 2024

PUBLIC HEALTH ACTIVITIES	<u>Y-E 2022</u>	<u>Y-E 2023</u>	Feb-24	Y-T-D
Community Health				
Communicable Disease	885	2438	332	1005
- General Infectious Diseases (Camplyobacterious, Salmonellosis, etc)	N/A	61	30	194
- Zoonotic Diseases (Anaplasmosis, Lyme, etc)	220	375	6	24
- Vaccine-Preventable Diseases (COVID-19, Influenza, etc)	400	1897	291	772
- Hepatitis	89	15	0	2
- PPD Test Administered	0	6	0	1
Child Passenger Safety Seats Inspected	40	47	2	5
- Child Seats FAILED Inspection	31	36	2	5
Immunizations total child and adult	35	62	5	7
Children Lead Tested (6 years and under)	712	913	70	135
Newly Identified Children with Elevated Blood Lead Levels	N/A	22	1	3
Current Children with EBLL Caseload	N/A	N/A	32	N/A
- Welcome Baby Packets Mailed	N/A	77	14	54
People Trained w/ Narcan	1	145	0	0
Opioid Overdose Reporting Forms received	3	3	0	0
Dental				
New Clients	340	311	36	56
Dental Screenings	1120	1141	112	188
- Clients with Low Decay Risk	265	374	56	80
-Clients with Moderate Decay Risk	496	419	14	40
- Clients with High Decay Risk	347	344	42	68
Extractions	100	102	11	15
Children Services				
Early Intervention Referrals	148	206	15	34
- Early Intervention CURRENT Caseload *Monthly total	N/A	N/A	50	N/A
- EI children waiting for service(s)	N/A	N/A	7	N/A
Preschool				
- Children in tuition based program	N/A	N/A	34	N/A
- Children receiving transportation services under Serafini contract	N/A	N/A	23	N/A
- Children receiving transportation by parents	N/A	N/A	11	N/A
Child Find				
- Current Children being served	17	N/A	14	N/A

Environmental Health				
Animal bite investigations	153	198	8	23
- Individuals requiring Rabies Series (N)	7	2	0	0
Rabies Clinics	7	8	0	1
Food Establishment Inspections	151	247	21	30
Temporary Food Inspections	57	66	0	0
Clean Indoor Air Act Complaints (Smoking)	6	0	0	0
Mobile Home Park Inspections	12	37	2	3
Swimming Pool Inspections	18	11	0	0
ATUPA Checks (Underage Tobacco Sales)	70	108	0	0
- ATUPA Violations	2	3	0	0
Wellhead Replacement Projects In Progress	N/A	N/A	5	10
Wellhead Replacement Projects Completed	N/A	N/A	0	4
Children's Camp Inspections	8	7	0	0
Agriculture Fairground Inspections	2	2	0	0
Nuisance Complaints	16	7	1	1
Enforcement Actions	29	72	4	6
Weights & Measures				
Inspection Sites	123	110	16	28
-Devices Inspected	475	604	16	58
Training Hrs/Equipment Maintenance	24	27	8	8