



TIOGA COUNTY BOARD OF HEALTH

MEETING MINUTES April 18, 2024

BOARD MEMBERS PRESENT (All Attended In Person):

T. Hills, DVM, President
W. Simmons, Vice President (Departed at 8:53 a.m.)
T. Nytych, DVM
W. Standinger III, Legislator
J. Raftis, DO, FACEP
T. Leary, FNP
R. Kapur-Pado, DO (Arrived at 7:33 a.m.)

ABSENT:

None

OTHER(S) PRESENT:

H. Vroman, Public Health Director
A. Reigelman, Secretary
P. DeWind Esq., County Attorney (Arrived at 7:38 a.m.)

GUESTS:

Denis McCann, Director of Administrative Services (Departed at 8:02 a.m.)

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

PRESENTATION: Mr. McCann provided a financial summary of actual amounts for 2023 for Tioga County Public Health (distributed handout and summarized).

- He discussed all expenses, breaking down and explaining allocation of all resources (Infrastructure, Program, Salary and Fringe Benefits), largest being Program expenses at 60% of the total amount, which covers advertising, contracts, program supplies and trainings. He also explained revenue and funding sources and provided breakdown (fees, State/Federal Aid, grants).
 - Board members inquired how revenue/reimbursement is received for Preschool/Special Education Program.
 - Mr. McCann explained that Public Health is able to bill for Medicaid /insurances and New York State reimburses at 59.5% of net cost (after reducing Fee revenue from costs).
 - General discussion/explanation of the 3-5 Preschool/Special Education program, Transportation assistance and Early Intervention program.
 - Dr. Nytych inquired if there were any shortfalls. Mr. McCann stated that with Net Deficit funding (which almost everything in Public Health is), you have to spend the funds first and then be reimbursed. In effect, if you do not spend the funds then you do not get reimbursed. If you spend more than the grant amount, the overage then can be claimed by other revenue sources, most commonly State Aid.
 - Dr. Raftis inquired if grants are renewable and how does Public Health apply for grants (who applies?). Mr. McCann and Ms. Vroman explained that typically the larger grants have 5-year terms but are expected to be renewable. Smaller grants (such as through Non-Profit foundations) could be shorter terms. For grant application submittals, it is mainly a team approach. If certain staff members are more invested in a grant, they will lead in the application submittal, but still a team approach of putting together budget or if other information is required. Some grants also require Legislative approval through resolution.

TIOGA COUNTY BOARD OF HEALTH

- Ms. Vroman added that none of our staff's salaries are 100% dependent on grant funding (i.e. Broome County). Mr. McCann discussed our process versus Broome County's and noted that our module does take work to maintain.
- Dr. Raftis also inquired how Tioga Public Health's financial situation compares to other similar sized counties within the State. Mr. McCann stated that Tioga is in very good shape, and that no two health departments are the same in how they are run. We maximize our funding source. Attribute Tioga's success to how we are run fiscally as well as the support of the Legislature and Board of Health. Mr. McCann briefed the Board on the historical running of Tioga County Public Health and stated that he learned that in order for Public Health to be a successful operation, there needed to be a good working relationship between fiscal and the Public Health Director; which we have in Tioga.

OLD BUSINESS:

- Meeting Minutes: No discussion; motion to approve prior minutes made by Mr. Simmons; seconded by Dr. Kapur-Pado, all were in favor, none opposed, motion approved.
- Enforcements: Ms. Vroman provided additional information on the enforcements.
 - Dr. Nytch inquired if there was a regulation on covering beards/wearing hair nets in food preparation. Ms. Vroman stated that she could find out if it is a requirement in Public Health Law and let the Board know.
 - Legislator Standinger inquired on the status of the stipulation that required a hearing. Ms. Vroman stated that a memorandum of understanding has been sent to the alternate hearing officer and waiting to hear back at this point. County Attorney DeWind stated that there is still some preparation work to be done. Dr. Nytch inquired if the hearing officer had to be an attorney. Ms. Vroman explained that hearing officers could be anyone, does not have to be an attorney. She stated that in looking at the timeline of this stipulation (as the violation occurred in October), she is concerned about reaching the end of the timeframe needed to complete the hearing by. Ms. Vroman stated that she has reached out to the State with this question. Ms. Vroman added that the establishment in question has had another violation, for selling tobacco products to a minor, but does not foresee an issue with them fighting this.

NEW BUSINESS:

- The Board of Health Credentialing Committee has approved our two medical consultants. We will be completing the recredentialing of Tioga County Public Health's Dentist, Dr. Sarnicola, in September.
 - Dr. Kapur-Pado asked County Attorney DeWind on the rules of Medical Malpractice, and the insurance coverage under Tioga County.
- Rabies Control Order- An individual from the Tioga County Fair Board has expressed concern about the portion of the Rabies Control Order asking for exhibitors to collect the names and contact information of the attending public in advance. Dr. Hills provided background on the order and the inclusion of this section which was to have the list of possible exposures within 24 hours after initial exposure.
 - Ms. Vroman contacted a State veterinarian, who is also aware of Tioga County's Rabies Order and indicated that vaccination of animals is important, has seen minimal breakthrough with vaccination of off-label animals. The State veterinarian stated that it is not typically necessary to collect information prior to exposure. The State Fair does not have this piece. The veterinarian forwarded information to Ms. Vroman and stated that she can share with anyone who is interested. As Public Health Director, feel that just listing mandatory vaccination might be a better route to go. Now, have better mechanisms in place for investigation and tracking, and do not foresee the issues that occurred before (rabid goat-Tioga County Fair).
 - Board members discussed. Various members provided background on the rabid goat case/scenario that occurred. Opinions shared on protocols that should be taken. Discussed pros and cons of keeping the section on gathering contact information prior to

TIOGA COUNTY BOARD OF HEALTH

exposure. Ms. Vroman proposed eliminating this section from the order, and added that there needs to be consistency (as there are other scenarios than the County Fair, i.e. animals in schools, petting zoos, etc.)

- Ms. Vroman briefed the Board on a current outbreak of Hepatitis A in Yates County. Explained full scenario and compared this to a rabies exposure. Stated that if an exposure were to happen again, feel it would be handled better. Discussion of level of risk (risk management-emergency management).
- Dr. Hills stated that the Fair is in August, there is time to have full review of the Rabies Control Order. Dr. Nytch motioned to move this item to the next meeting under Old Business. Dr. Hills agreed and stated that he, Ms. Vroman and County Attorney DeWind will discuss and bring modification to the next meeting. All members were in favor, none opposed, motion approved.

INFORMATIONAL: Ms. Vroman shared updates.

- Public Health News:
 - Additional Information on Hep A Case- Individual is hospitalized. Yates County has activated their volunteers for the POD they are holding this afternoon. Working with State. It is a State-wide alert. We shared Yates County press release on Facebook.
 - Update on Measles- Three confirmed cases so far in New York State. Tioga County Public Health Emergency Preparedness Team has been meeting regularly to prepare and ensure staff is up to date with current information. In process of renewing agreements for POD sites.
 - Dr. Nytch inquired if it is Measles-Rubella or German Measles- Dr. Raftis stated that it is a different virus than Rubella. It is true Measles. Ms. Vroman added that she can send out information on this to the Board.
 - Dr. Nytch has been sending updates on the Bird Flu (Avian Flu). Confirmed case in Texas, and there has been a spill over to cattle. Ms. Vroman can send information from the State on this.
- Staffing Update:
 - Have filled one Office Specialist position, will be starting on Monday. Have open positions for another Office Specialist, Public Health Educator and Environmental Health Director (both the Public Health Educator and Environmental Health Director positions were approved by the Legislature at the beginning of this month).
 - Have received applications for the Public Health Educator position.
- Accomplished Tasks:
 - Met with superintendents of schools which was a good renewal meeting. Provided updates on staffing and discussed possible collaborations. Ms. Vroman stated that she intends to have monthly communication with superintendents and will be meeting more often.
- In Progress Tasks:
 - Strategic Planning is going well, surveys will be going out to staff regarding Mission/Vision/Values, Staff engagement, and training needs.
 - Medical Reserve Corps (MRC)- Leadership of Public Health's MRC group has changed. Have a distribution list of over 80 volunteers, but probably only 12 individuals are readily engaged. Letting members know in case interested or if anyone knows anyone who may be interested. Ms. Vroman stated that she can send information on signing up for MRC after the meeting. Distributed flyers for an MRC training being offered in May, lots of information covered. In jeopardy of cancelling because of lack of attendees. Stressed that there is no minimum commitment, just trying to get more people involved. Do not need to have medical background!



TIOGA COUNTY BOARD OF HEALTH

ADDITIONAL ITEMS:


- Ms. Vroman stated that the Public Health Emergency Preparedness Coordinator is not able to attend next month's meeting to present on the COVID After Action Report. Would like to propose having her attend in June instead of having the Management Team present. The Board agreed.
- Dr. Raftis inquired if Mental Hygiene is its own entity. Ms. Vroman/County Attorney DeWind explained that Mental Hygiene is its own County department, have clinic in this building and offsite in Waverly. Can see if someone from Mental Hygiene can come and present next month.
- Would also like to propose having Public Health Educator, Ms. Bennett, come and present in July on the updates to the Lead program. The Board agreed.

Meeting adjourned at 9:38 a.m.

Minutes respectfully submitted by Abigail Reigelman.



Terry Hills, DVM, President



Abigail Reigelman; Secretary

Minutes approved May 16, 2024