

**AGENDA
Tompkins County Board of Health
Rice Conference Room
Tuesday, March 25, 2014
12:00 Noon**

12:00 I. Call to Order

12:01 II. Privilege of the Floor – Anyone may address the Board of Health (max. 3 mins.)

12:04 III. Approval of February 25, 2014 Minutes (2 mins.)

12:06 IV. Financial Summary (9 mins.)

12:15 V. Old Business (15 mins.)

Administration

Children with Special Care Needs

Medical Director's Report

County Attorney's Report

Division for Community Health

Environmental Health

12:30 VI. New Business

12:30 ***Environmental Health*** (25 mins.)

Enforcement Action:

1. Resolution #13.1.34 – German Cross Road Apartments, T-Dryden, Revise Resolution to Extend Deadlines (Water) (5 mins.)

Discussion/Action:

1. Resolution #14.33.7 W – Fraternal Order of Eagles #1253, C-Ithaca, Clean Indoor Air Act (CIAA) Waiver Renewal Request (5 mins.)
2. McEver Request to Waive Sewage Permit Application Fee, 22 Station Road, T-Danby (5 mins.)
3. Shibata Request to Waive Sewage Permit Application Fee, 360 East Miller Road, T-Danby (5 mins.)
4. Flinn/Dietershagen Waiver Request of Tompkins County Sanitary Code S-6.03.c, White Tail Crossing Cottages, T-Lansing (5 mins.)

12:55 ***Adjournment***

DRAFT

Tompkins County Board of Health
February 25, 2014
12:00 Noon
Rice Conference Room

- Present:** Brooke Greenhouse; Edward Koppel, MD; James Macmillan, MD, President; Michael McLaughlin, Jr.; Patricia Meinhardt, MD; and Janet Morgan, PhD
- Staff:** Liz Cameron, Director of Environmental Health; Sigrid Connors, Director of Patient Services; Frank Kruppa, Public Health Director; Jonathan Wood, County Attorney; and Shelley Comisi, Keyboard Specialist
- Excused:** Will Burbank; Patrick McKee; Sylvia Allinger, Director of CSCN; Brenda Grinnell Crosby, Public Health Administrator; and William Klepack, MD, Medical Director
- Guests:** Donette Richie, Ithaca College Student Intern; Steven Kern, Sr. Public Health Sanitarian; and Skip Parr, Sr. Public Health Sanitarian

Privilege of the Floor: Dale Dickey, Main Street Pizzeria

Dr. Macmillan called the regular meeting of the Board of Health to order at 12:04 p.m.

Privilege of the Floor: Dale Dickey, owner of Main Street Pizzeria, thanked the Board for the opportunity to speak to members. As stated in his letter, Mr. Dickey said he noticed a slight leak from a sewer pipe in the basement of his restaurant on November 2, 2013. He immediately called The Drain Brain; however, the plumber was unable to fix the problem. His next step was to call his regular plumber at Burris Plumbing who was concerned about working on the pipe due to the potential of further cracking and potentially affecting the building next door. Since it was a small leak, the plumber did not consider it to be a significant issue.

The owner reported his record of inspections has been good since taking over the pizzeria in 2007. When the Health Department recommended some improvements, he made those corrections because of his concern about sanitary procedures at his restaurant. Since the leak was in a part of the basement that was not near food and not in the flow of foot traffic, he did not realize the situation was a public health issue that would shut down the restaurant. He provided photos of the pipe and surrounding area for Board members to view.

Mr. Dickey stated he could not afford a \$400 fine so requested a reduced amount if a penalty was deemed necessary. He has dealt with a number of issues regarding staffing and business costs, but he cares about his restaurant and his customers and feels he has been cooperative with the Health Department.

Mr. Greenhouse reviewed the timeline and wondered if anyone had mentioned there was any urgency to the problem prior to the complaint being received by the Health Department. Mr. Dickey replied he did not realize there was any urgency. He had been

calling a plumber every other day to resolve the problem but the plumber did not think it was a significant issue because it was a minute, contained leak.

In answer to Dr. Meinhardt's question about the distance between the leak and the storage area for the food containers, Mr. Dickey said it was approximately three feet.

Dr. Macmillan referred to the billing from The Drain Brain and Burris Plumbing that showed two months passed before the complaint was made to the Health Department. During that time, Mr. Dickey explained he was constantly contacting the plumber to repair the pipe but the plumber was busy.

Responding to Dr. Morgan's question about whether he attempted to contact other plumbers, Mr. Dickey replied he did not because he knew and trusted the plumber from Burris Plumbing.

Approval of January 28, 2014 Minutes: Dr. Koppel moved to approve the minutes of the January 28, 2014 meeting as written; seconded by Mr. Greenhouse. The minutes carried with Dr. Morgan abstaining.

Financial Summary: Ms. Grinnell Crosby was not present for the meeting. In her absence, Mr. Kruppa provided a financial report showing two areas in red for January: Early Intervention (EI) and Division for Community Health (DCH). He remarked it is not uncommon to see irregularities in the beginning of the year. EI had an overage in the expenditure line due to the number of children showing up for services. DCH showed red on the revenue side due to ongoing billing issues.

Ms. Connors explained there are a number of reasons revenue is lower for DCH. (1) The last active tuberculosis case was discharged. Historically, there have been three to four active cases a year. (2) A diabetes course was postponed until spring. (3) There were a number of computer issues in the billing process that have been traced to the billing gatekeeper for Medicare. Despite being short-staffed, work continues on solving the problems with an expectation to be on track by March or April.

Mr. Greenhouse commented the narrative for the dashboard helps explain that areas in red are not always a cause of major concern. To identify issues when there are changes in revenue streams, Mr. Kruppa said staff members refer to the lines on the dashboard that show a comparison of how money was spent or received over the previous two years in relation to the budgeted amount for the current year.

Mr. McLaughlin wondered whether the billing issues put revenue at risk. Ms. Connors said there is a timeframe for submitting billing so the main focus is getting the bills out. Although there may be problems with the transmission, revenue will not be lost once staff members have "punched the clock." Mr. Kruppa acknowledged there is risk, but staff members are focused on that risk.

Mr. Kruppa noted the financial report is still evolving. Descriptions of the areas in red were not as thorough as he wanted because of an upgrade to the County's financial system. With data for this dashboard pulled from that new financial system, there was a delay in receiving the monthly reports. That should change going forward.

Administration Report: Mr. Kruppa introduced Donette Richie who is a student intern working with Nina Saeli in the public health preparedness program.

Majoring in Public and Community Health at Ithaca College (IC), Ms. Richie expressed enthusiasm to be working with public health professionals. As part of her internship, she has been researching public health laws pertaining to local public health plans. Recently, she has focused on researching quarantine guidelines that might relate to the Health Department's policy and response plans.

Mr. Kruppa reported this is the first time there have been internships in public health preparedness. In addition, Ms. Saeli has two graduate student interns working on closed Point of Dispensing (POD) planning. They are developing a plan to conduct a closed POD exercise on the IC campus this fall. Ms. Saeli's hope is to develop a program that can be replicated for other plans, e.g. sheltering on campus. Students would conduct research and learn how to plan at the beginning of the year; develop the plan over the summer; and conduct an exercise during the fall semester. Ms. Richie and the other interns have been a welcome addition to the program. At some point, connections will be developed with Cornell for similar activities.

In response to a question from Dr. Koppel regarding her major, Ms. Richie said her program is in the School of Health Sciences and Human Performance. There is an undergraduate public health major and a graduate program in health education.

Dr. Macmillan thought periodic updates on the progress of this internship program would be useful to the Board. It might be an impetus to collaborate with the other educational institutions in the area.

Dr. Morgan asked if Tompkins Cortland Community College (TC3) was on the radar. Mr. Kruppa reported Ms. Saeli has met with TC3 medical staff and is making connections with its administration.

Medical Director's Report: Dr. Klepack was not present for the meeting.

Division for Community Health Report: Ms. Connors had nothing to add to her written report. Dr. Morgan asked for her assessment of the higher no-show rate of participants at WIC clinics. Ms. Connors answered the rate is hovering around 15%. The good news is the new WIC Director is aware of the situation and will be looking at the numbers. Staff attempts to keep participants in the program for as long as possible. If participants were discharged sooner, the no-show rate would go down. Dr. Morgan suggested the weather might also be a factor.

Children with Special Care Needs Report: Ms. Allinger was not present for the meeting. Dr. Morgan was interested in hearing about the Child Find program mentioned in the report. Mr. Kruppa stated he will send that information to Board members.

Dr. Meinhardt wondered if there had been any questions about the polio-like illness that has affected a small number of children in California. Mr. Kruppa replied no one has expressed any concern so far. He heard a health professional on the radio advising parents not to panic. Ms. Connors added the Health Department has not received any official notice from the state. For Board members interested in additional background information, Dr. Meinhardt will forward a link to the American Academy of Neurology website.

County Attorney's Report: Mr. Wood stated he had nothing to report.

Environmental Health Report: Ms. Cameron pointed out this is the first monthly report to include data from 2013 for the purpose of comparing to the current year's data. Next month the Healthy Neighborhoods Program (HNP) data for 2013 will be included. Comments or suggestions are welcome.

She also reported the Accela permit management software user training is scheduled for next week to be followed by the user acceptance test period. The hope is to go live within the month if some software server issues are resolved.

Approval to reappoint William Klepack, MD, to a two-year position (2014-2016) as Tompkins County Health Department Medical Director: As part of the regulation for operating a Diagnostic and Treatment Center (D&TC), Mr. Kruppa requested approval to reappoint Dr. Klepack as its Medical Director. Dr. Klepack is willing to serve another two years.

Dr. Morgan moved to reappoint Dr. Klepack as TCHD Medical Director for the D&TC; seconded by Mr. Greenhouse; and carried unanimously.

Resolution #13.1.34 – German Cross Road Apartments, T-Dryden, Violation of Article VI of the Tompkins County Sanitary Code and of Subpart 5-1 of the New York State Sanitary Code (Water and Sewage): Ms. Cameron reported the owner has both sewage and water issues on the property which have been combined into one enforcement action. The owner needs to fix the sewage system and submit plans for disinfecting the water supply as a result of his waiver being declared invalid due to bacteriological contamination.

Mr. Greenhouse moved to accept the resolution as written; seconded by Dr. Macmillan.

Mr. Parr stated the request for an extension occurred on February 5th. The initial Stipulation Agreement had a tighter timeframe on correcting the sewage system. The owner contracted an engineer who requested an extension on the timeline due to weather conditions because it was impossible to evaluate the sewage system with snow on the ground. Based on the situation, the Draft Resolution was updated to include new due dates. The original dates can be reviewed in the signed Stipulation Agreement.

The vote on the resolution as written carried unanimously.

Resolution #14.1.2 – Massey Apartments, T-Enfield, Violation of Subpart 5-1 of the New York State Sanitary Code (Water):

Resolution #14.1.3 – Mountainview Manor Mobile Home Park, T-Caroline, Violation of Subpart 5-1 of the New York State Sanitary Code (Water):

Mr. Greenhouse moved to accept the aforementioned resolutions for Massey Apartments and Mountainview Manor Mobile Home Park as written; seconded by Dr. Morgan; and carried unanimously.

Resolution #14.1.4 – Stork H & E Turbo Blading, T-Danby, Violation of Subpart 5-1 of the New York State Sanitary Code (Water): Mr. Greenhouse moved to accept the resolution as written; seconded by Dr. Macmillan.

DRAFT

Mr. Kern explained the name of the company's representative was changed on the Stipulation Agreement due to the change in CEOs.

Mr. Wood pointed out a clerical error in the Draft Resolution that should be corrected: the company is located in the Town of Danby not the Town of Caroline.

The vote on the resolution as written carried unanimously.

Resolution #13.1.12 – City of Ithaca, Revised Resolution to Extend Deadline

(Water): Mr. Greenhouse moved to accept the resolution as written; seconded by Dr. Morgan.

Ms. Cameron reported the only change to the original resolution is an extension of the deadline for the City of Ithaca to submit its plan as outlined in item #3 of the revised resolution. Mr. Greenhouse was concerned the request for an extension was made a few hours before the deadline. Ms. Cameron responded the City had a staffing situation but is working to develop its plan. The City has been responsive to the other actions and has paid the \$1,000 penalty. This extension is consistent with actions taken when working with the large water supply systems.

The vote on the resolution as written carried unanimously.

Resolution #14.11.5 – Main Street Pizzeria, V-Groton, Violation of Part 14-1 of the New York State Sanitary Code (Food):

To summarize, Ms. Cameron said there was a fairly small leak from a sewage pipe in the restaurant's basement that was not corrected in a timely manner. The situation is considered a critical violation requiring immediate closure. When it reached that stage, the owner was responsive to the problem by moving food products and packaging items out of the basement. Staff did not have a concern about any exposure because the leak was not in a highly trafficked area and was separate from food storage items.

Dr. Morgan moved to accept the resolution as written; seconded by Dr. Macmillan.

A lengthy discussion among Board members ensued. It was pointed out the owner received the Health Department's report indicating this was a critical violation during the initial inspection visit on Friday, January 10th. Considered a public health hazard, the Health Department closed the restaurant. The owner was informed the pipe needed to be repaired over the weekend. The owner was able to contact a plumber who fixed the pipe as required before the re-inspection on Monday. In the discussion about the responsibility of the owner, it was suggested the owner did not understand the seriousness of the situation because it was not in a high traffic area. Board members noted that it would be reasonable for an owner to listen to his plumber whom he considers to be an expert. In this case, the owner was not ignoring the problem; he did not receive the right information. Once he realized the urgency he quickly fixed the leaking pipe. In this situation, a reduction in the fine would be appropriate.

Mr. McLaughlin moved to amend the resolution to reduce the penalty to \$200; seconded by Mr. Greenhouse; and carried unanimously.

For the record, Mr. Kruppa reiterated there is no acceptable amount of sewage in a food service or storage area.

Adjournment: At 1:14 p.m. Dr. Macmillan adjourned the meeting.

Dashboard Display thru February 2014

	Expenditures	Revenues
Health Department		
Mandates		
Non-Mandates		
Preschool Special Education		
Plng. & Coord. (Health)		
Women, Infants & Children		
Occupational Hlth.& Sfty.		
Medical Examiner		
Vital Records		
Division For Community Health		
Medical Examiner Program		
Plng. & Coord. Of C.S.N.		
Phys.Handic.Chil.Treatmnt		
Early Intervention (0-3)		
Environmental Health		
Public Health State Aid		

LAST REFRESH: March 10, 2014

EXPENDITURES

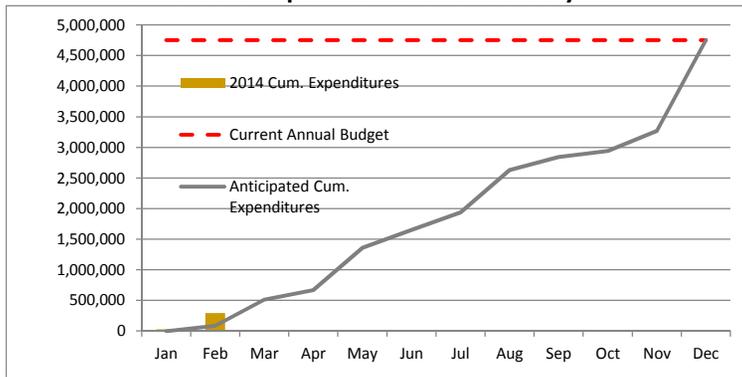
Cumulative to date compared to budget (over budget by more than 25% = Red, between 110% and 125% of budget = Yellow, below 110% of budget = Green)

REVENUES

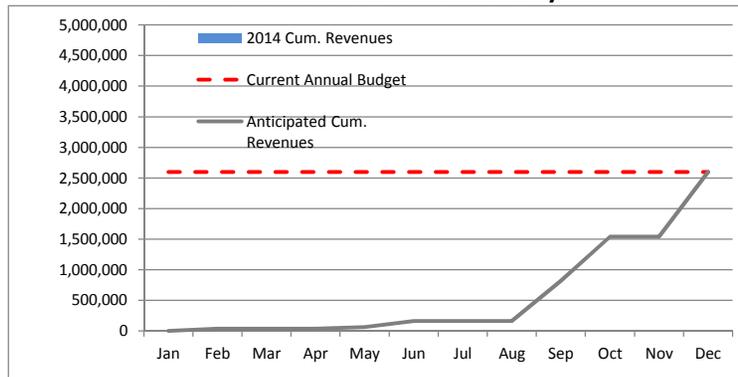
Cumulative to date compared to budget (over = Green, above 90% of budget = Yellow, below 90% of budget = Red)

Health Dept - Preschool Special Education (2690)

Cumulative Expenditures thru February 2014



Cumulative Revenues thru February 2014



Data Lapse:
30 days

Appropriations

- Cumulative to date compared to budget
- Current month compared to budget
- Current cumulative compared to last year
- Consider review of adopted budget amount

Revenues

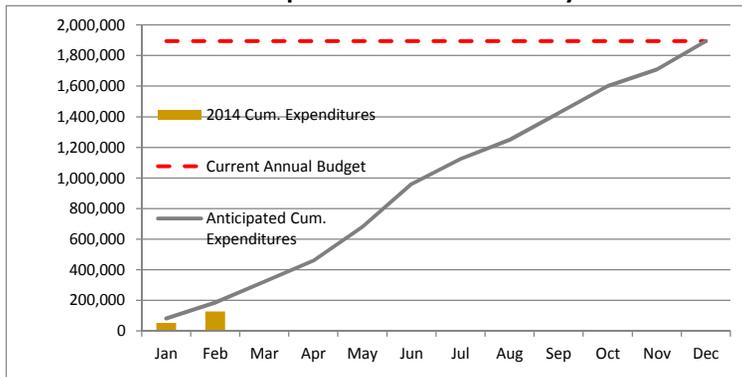
- Cumulative to date compared to budget
- Current month compared to budget
- Current cumulative compared to last year
- Consider review of adopted budget amount

The "Anticipated Cum." line in each graph is derived by calculating the ratio of the average of the prior two years actuals for any given month to the total average actual for those two years and then applying that ratio to the current year's budget.

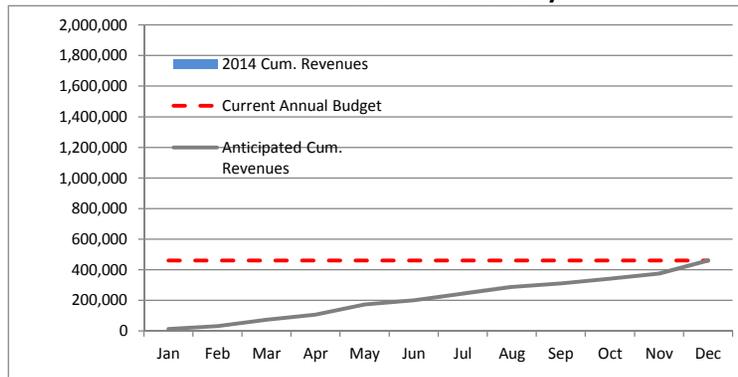
Notes: Increased expenditures in February is a result of paying administrative fees to school districts to administer the preschool program. These fees are paid once annually. Revenues are not reflected as the major AVL (automated voucher listing) has not been released by State Ed (it should be released this month for filing in April, revenue to be received early June).

Health Dept - Division For Community Health (4016)

Cumulative Expenditures thru February 2014



Cumulative Revenues thru February 2014



Data Lapse:
30 days

Appropriations

- Cumulative to date compared to budget
- Current month compared to budget
- Current cumulative compared to last year
- Consider review of adopted budget amount

Revenues

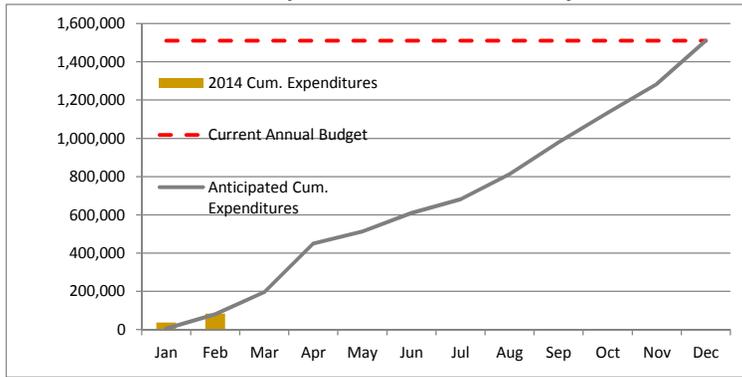
- Cumulative to date compared to budget
- Current month compared to budget
- Current cumulative compared to last year
- Consider review of adopted budget amount

The "Anticipated Cum." line in each graph is derived by calculating the ratio of the average of the prior two years actuals for any given month to the total average actual for those two years and then applying that ratio to the current year's budget.

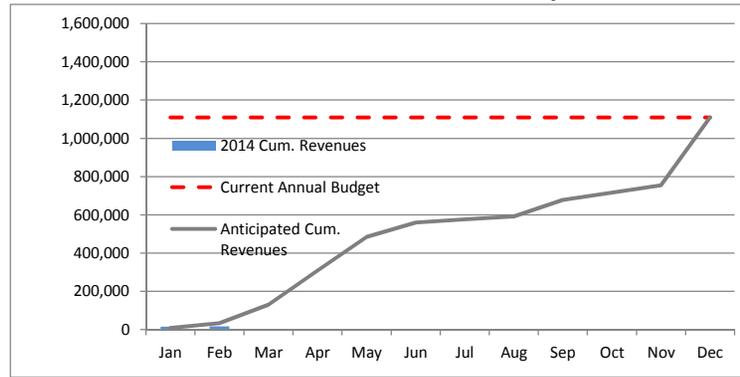
Notes: The reduction in revenues is due to a staffing shortage for the first two months of the year. In addition, staff continue to try and resolve the flu billing issue with Medicare.

Health Dept - Early Intervention (0-3) (4054)

Cumulative Expenditures thru February 2014



Cumulative Revenues thru February 2014



Data Lapse:
30 days

Appropriations

- Cumulative to date compared to budget
- Current month compared to budget
- Current cumulative compared to last year
- Consider review of adopted budget amount

Revenues

- Cumulative to date compared to budget
- Current month compared to budget
- Current cumulative compared to last year
- Consider review of adopted budget amount

The "Anticipated Cum." line in each graph is derived by calculating the ratio of the average of the prior two years actuals for any given month to the total average actual for those two years and then applying that ratio to the current year's budget.

Notes: Early Intervention expenditures and revenues continues to be in flux due to the change in fiscal agent. Service providers are not experienced in working the insurance claim system. Comparisons to prior years still show when the county was the fiscal agent for the program.

Public Health Director Report March 2014

In an effort to better communicate topics of interest and my activities I will be submitting a report to you each month. As this is a new process feedback is welcome.

- Met with Health Planning Council Creating Health Places Program about beginning a wellness program at the Health Department. The Staff Satisfaction Task Force will serve as our wellness committee.
- Began a process to evaluate our On Call compensation as it is included in the White Collar contract. A committee of staff is working through options to determine if a proposal can be submitted for inclusion in the next contract.
- Attended first day of Accela user training.
- Travelled to Albany for Legislative visits and New York State Association of County Health Official (NYSACHO) Board of Directors and monthly meeting. Met with the staff of Senator Seward and Assemblywoman Lifton to discuss State Aid reduction and EI financial system.
- Attended Human Service Coalition Annual Luncheon. Retiring President of the Tompkins County Chamber of Commerce, Jean McPheeters, was the key note speaker.
- Worked on staffing issues with expiring Health Neighborhoods Program grant. I believe we have a temporary solution so no staff will be lost while we await determination on our application.
- Attended Streets Alive Film Festival www.streetsaliveithaca.com
- Judged 3rd Annual CNY AHEC Healthcare Olympiad
<http://cnyahec.com/111olympiad.html>
- Attended Mental Health Subcommittee
- Attended Kicks Butt Day celebration
<http://www.tompkinscountyny.gov/files/health/dch/hpp/KBD2014-Flyer.pdf>

March 25, 2014 BOH Meeting
Division for Community Health
February 2014 Highlights

ADMINISTRATION

Sigrid Larsen Connors, Director of Patient Services (DPS)

Action item – none

Administration – The DPS:

- Met with Information Technology Director, Greg Potter February 18 to complete the Request For Proposal (RFP) to purchase an updated software system for the Division. The RFP was reviewed February 18, 19 and 20 with Senior Account Clerk Typist Jennifer Grier and other Software Search Team members and publicly released February 20. Proposals are due March 24. The Division seeks to upgrade their software product to meet current public health and maternal child, clinical documentation, statistical and billing needs. The existing software, Cerner, purchased in 2003, was designed for Certified Home Health Agencies (CHHA). With the closure of the CHHA in 2012 the system no longer supports the majority of Division services.
- Participated in the TCHD On-Call workgroup meetings in review of after-hours response for all department programs, February 20 and 28. Division after-hour on-call and work includes weekend and holiday response to urgent Communicable Disease reports including active Tuberculosis disease; rabies vaccinations and maternal-child referrals for the MOMS program. The Division on-call response process and reimbursement structure in use now was designed to respond to a much higher volume of CHHA after-hour calls and home visits.
- Met with County Facility administration, Public Health Director Frank Kruppa and Community Health Nurse Supervisor (CHN Supervisor) Karen Bishop to address problems with the ventilation and cooling of the vaccine storage room and Community Health Services (CHS) offices, February 20.
- Reviewed the Request for Application (RFA) Tobacco Control Grant, final review meeting held with Frank Kruppa and Health Promotion Program staff, February 21.
- Convened the annual Flu Executive Committee February 25 to prepare for the 2015 influenza vaccination season. The committee reviews community need and decides which populations to serve as well as the type and amount of vaccine to purchase for 2015.
- Orientated two student interns to Division services, February 13.
- Training – *Changing Landscape of HIV Testing* Webinar training, February 7; *Immunization Billing Project*, NYSACHO teleconference, February 6; and *Health Disparities* WebEx, February 25.
- Emergency Preparedness Training – *Shelter Fundamentals*, online ARC course, February 5; *Clinical Data Management System Update - Clinops*, February 26.

Other Meetings – NYSDOH Public Health Budget WebEx (7); Billing & Support (14); Senior Leadership (5, 19); Tompkins County Safety (19) and BOH (25).

Division Statistical Highlights – January to February preliminary 2014 reports attached.

COMMUNITY HEALTH SERVICES

Karen Bishop, Community Health Nurse Supervisor

Communicable Disease – See attached statistical report.

The NYSDOH Communicable Disease Performance Improvement Report for November 2013 through January 2014 gave Tompkins County Health Department a grade of 100% for timeliness of investigation initiation and 100% for case report form completeness. Kudos' to the CD team!

Influenza- During February Tompkins County had **87** (85 in January) confirmed influenza cases as reported by the three sentinel physician practices (Gannett Health Center, Hammond Health Center, and Northeast Pediatrics) and Cayuga Medical Center. To date Tompkins County has had **164 confirmed cases**. Of the 164 confirmed cases, 98% were Influenza A with just 2 % Influenza B. CHS continues to offer influenza vaccinations to children and adults by appointment.

Suspect Brucellosis - A suspect case was reported in a college student from a Texas town bordering Northern Mexico. The student was IgM positive 2/22/14 with one month history of night sweats, difficulty sleeping, fatigue and GI upset. Household member was symptomatic and tested positive in August 2013. Suspect case tested positive then though asymptomatic. As a result of the CHS investigation no risk factors were identified. Suspect case was referred to an Infectious Disease physician who determined case did not meet clinical case definition. Brucellosis is a “red flag disease” due to risk as a biological terrorist agent. Brucellosis infection is typically transmitted in one of three ways: consuming undercooked meat or unpasteurized dairy; breathing in the bacteria in a laboratory, slaughterhouse or meat- packing plant; and through a wound in the skin by contact with an infected animal. Person to person spread is very rare.

Immunization – NYSDOH released the January 2014 immunization coverage rate for two specific age groups in Tompkins County. This coverage rate is a collective measurement among all Vaccine For Children (VFC) providers, in private practice and public health clinics for the past year. For 19-35 month olds, completion of 4 DTaP, 3 Polio, 1 MMR, 3 Hib, 3 Hep B, 1 Varicella, and 4 Prevnar = 56.6%. For 13 year olds, completion of 3 HPV = 13.25%.

CHS Supervisor Karen Bishop continues to work with each VFC provider to increase their coverage rate. The goal is to improve the county coverage rate at a minimum of 1-2% annually. The Tompkins county coverage rate of 56.6% represents a 15.6% improvement from January 2013 for the 19-35 month old age group. Immunization coverage rates are measured utilizing the New York State Immunization Information System (NYSIIS). If the county rate does not show at least 1 to 2% improvement the TCHD Immunization Action Program grant is at risk for reduced funding.

Karen Bishop provided immunization training presentations to one pediatric office (5 nurses) and four family practice offices (17 nurses). Training included the Advisory Committee on Immunization Practices (ACIP) 2014 recommended childhood immunization schedule.

Lead Poisoning – (3 active cases)

Case #1 – Two year old initially identified with blood lead level (BLL) 65 mcg/dL on 4/25/13 requiring immediate hospitalization for chelation. BLL now 24 mcg/dL. Child Protective and CSCN involved. Case management coordinated with primary care provider and Lead Resource Center. Next repeat BLL due in April. Mother wants to spend more time with child and is considering moving to an apartment in Tompkins County. EH visited this apartment, identified lead hazards, and recommended remediation to the landlord who is hesitant to address. Child cannot be present in this apartment until cleared by EH. Plan: Continue case management services until meets case closure criteria.

Case #2 – Two year old with initial BLL 25 mcg/dL on 8/2/13. Child had history of residing in two residences where multiple lead hazards were found. Required remediation by the landlords of both residences and moving child to lead safe home. Last BLL on 01/10/2014 was 12 mcg/dL. Repeat BLL due in April 2014. Plan: Keep case open to case management services until meets case closure criteria.

Case #3: One year old with initial BLL 11 mcg/dL on 11/01/13. No lead sources found in primary home. Parents believe source was in grandparents home and refuse follow up by the health department in either home. Repeat BLL due in February but not done. Reminder letter sent to parent and MD office. Plan: Keep case open to ensure repeat lead testing done and discharge case when meets case closure criteria.

Tuberculosis (TB)

Active TB Disease – None

Suspect TB – One case investigated: foreign born, works in school setting, positive PPD, negative QFT, positive chest x-ray, negative AFB smear x3, PCR negative for MTB. Case referred to TB Medical Consultant for work up. Active TB disease ruled out.

Latent TB Infection – (LTBI)

- 3 referred for evaluation
- 1 referred to Cayuga Addiction Recovery Services to manage treatment- US born, history of drug abuse and living in homeless shelters. Positive QFT, negative chest x-ray, 4 months of Rifampin.
- 1 admission by TCHD for treatment 2/5/14- 37 year old recent entry into US from Burma. Positive PPD, negative chest x-ray, 9 months of Isoniazid.
- 1 deferred treatment
- 1 active case – anticipate treatment completion in June 2014

32 Tuberculin Screening Tests placed during February. Of the 32 placed, 1 tested positive - 28 year old born in Jamaica, positive PPD, negative chest x-ray, asymptomatic- deferred LTBI treatment.

HEALTH PROMOTION PROGRAM

Theresa Lyczko, Director

Tobacco Control Program

- Planned media campaign for Tobacco Free Pharmacies to run in March using COLA funds. Also managed associated paperwork related to allocating the funds. Ted Schiele, Planner/Evaluator

- Legislative Day in Albany. Assisted with planning for Community Education workgroup, assisted in creation of palm cards with personal stories, Samantha Hillson, Tobacco Education Coordinator. Met with legislative staff in Member of Assembly Barbara Lifton’s office and Senator Tom O’Mara’s office to share information and successes of Tobacco Free Tompkins, Ted Schiele, Samantha Hillson. February 12
- New Roots Charter School students visited TCHD, received tour and conducted interviews for their senior capstone project, February 13. Samantha Hillson
- Attended Ithaca City Health Fair, provided information about smoke-free housing and tobacco-free outdoors, February 14. Samantha Hillson
- Facilitated resident meeting about smoke-free housing at Titus Towers (Ithaca Housing Authority), working with the Director of Resident Services, about 15 people attended, February 18. Ted Schiele, Samantha Hillson
- Presented to the City of Ithaca Rental Housing Advisory Commission about disclosure of smoking policies. No strong objections to policy, February 19. Samantha Hillson
- Attended Family Coalition meeting at Cornell Cooperative Extension, provided information about smoke-free housing, February 20. Samantha Hillson
- Met with Supervisor for Village of Lansing to discuss tobacco-free outdoors in the Village. Presentation planned at Village Board meeting in March, February 20. Samantha Hillson, Ted Schiele
- Facilitated discussion and activity with teen program at GIAC in preparation for Kick Butts Day, February 25. Samantha Hillson
- Completed and submitted tobacco grant application to NYSDOH for five-year period 2014 – 2019, February 24. Ted Schiele, Samantha Hillson, Theresa Lyczko,
- Call with Ulysses Town Board member regarding tobacco policies and local municipalities, February 25. Ted Schiele
- Media: WHCU Lee Rayburn interview regarding CVS decision to discontinue tobacco sales the importance of removing tobacco products from pharmacies, February 26. Ted Schiele, Theresa Lyczko coordinated.
- Media: Published “E-Cigarettes: More Questions than Answers” in *COPD Foundation Lung Health Professional Magazine*, Vol. 4, Number 4, 2013. Samantha Hillson
- Media: Submitted Surgeon General 50th Anniversary article to DeWitt Middle School newsletter for March/April/May, February 10. Samantha Hillson
- Statewide Conference Calls: Legislative Day, February 4, 26. Samantha Hillson. Modality, February 10, Point of Sale, February 11; CAT Training February 20; Tobacco-free pharmacy workgroup and Youth Action Committee, February 28, Samantha Hillson, Ted Schiele. World No Tobacco Day planning February 24, Ted Schiele. Tobacco Free Outdoors, Kick Butts Day, Smoke Free movie webinar, February 25. Samantha Hillson

TCHD Participation and Support

- On-call work group meetings, February 20, 28. Theresa Lyczko
- 2014 – 2015 flu planning session February 25. Theresa Lyczko
- Met with IC student interns to discuss HPP programs and public health, February 12. Theresa Lyczko
- Flu press release – 19 to 44 year-olds hardest hit by this season’s flu – still time for vaccination, February 18. Theresa Lyczko
- Attended the SERV-NY (medical professional emergency volunteers), Susan Dunlop

Web site postings

- Post Flu press release February 18
- Update HIV/AIDS page in consult with CHS staff, February 25
- Post updated Children's Camps documents, February 25

Community Outreach

- Creating Healthy Places (CHP) Wellness Committee meeting at one worksite, February 4. Ted Schiele
- CHP: Monthly conference call with NYSDOH contract manager, February 6. Ted Schiele
- CHP: Meeting with TCHD Staff Satisfaction Committee to discuss participation in CHP, February 18. Ted Schiele
- CHP: Post assessment interview at two worksites, February 18, 25. Ted Schiele
- CHP: Pre assessment interview at TCHD with Public Health Director, February 27. Ted Schiele
- CHP: Friends of Stewart Park Board retreat and recording/submission of minutes, February 9. Theresa Lyczko
- Met with community leaders from Southside Community Center to explain three evidence based programs that are offered in the community: Diabetes Self Management Program (DSMP), Chronic Disease Self Management Program (CDSMP), Diabetes Prevention Program (DPP), February 3. Susan Dunlop, Community Health Nurse.
- Met with CMC respiratory staff to discuss possible venues for the Chronic Respiratory Conditions educational series, February 4. Susan Dunlop
- Facilitated the DPP post core monthly session; 4 out of 6 participants attended, February 4. Susan Dunlop
- Attended the Safe Medication Disposal meeting, February 7. Susan Dunlop
- Met with GIAC staff to explain and promote the DPP, February 11. Susan Dunlop, Theresa Lyczko
- Attended Cooperative Extension nutrition meeting, February 18. Samantha Hillson
- Attended the City of Ithaca employee health fair to promote DPP, February 14. Susan Dunlop
- Met with DPP Lifestyle Coaches and HPC staff to discuss outreach efforts and plan sessions for the rest of the year, February 26. Theresa Lyczko, Susan Dunlop
- Met with Cooperative Extension nutrition staff to discuss collaborative efforts related to the Chronic Disease priority in the Prevention Agenda, February 28. Theresa Lyczko, Samantha Hillson

Community Health Assessment

- Participated in COFA's strategic plan initial meeting, February 13. Theresa Lyczko

Meetings and Trainings

- Community Coalition for Healthy Youth Executive Committee, February 10. Ted Schiele
- Health Planning Council Board, February 10, Executive Committee, February 26. Theresa Lyczko
- Attended NYSDOH and SUNY Albany School of Public Health "Evidence Based Approaches to Preventing Chronic Diseases," training, Syracuse, February 3 and 4. CEUs: 12.0. Theresa Lyczko

WIC PROGRAM

Beth Huber, Director

- New statistics from the NYSDOH Regional Office 2/21/14 reveal an 8% decline in NYS WIC enrollment. This number is consistent but less than the overall approximate 15% decline in WIC enrollment throughout the northeast.
- The new WIC clinic schedule implemented 2/3/14 includes an increased number of evening hours, staggered staffing to allow more available appointments and standardization of clinic hours.
- The TCHD WIC Health Lifestyle Initiative kicked off this month with education and distribution of the new USDA “My Plate”. “My Plate” replaces the Food Guide Pyramid in helping participants make healthy food choices every day. Parents with children over age one receive a plate to take home and use along with a daily food guide to follow. The key messages highlighted include: filling at least half your plate with fruits and vegetables, one quarter on your plate with grains (and at least half of those whole grains) and one quarter of your plate with lean protein. These concepts are reinforced in the WIC food package.
- Program Director Beth Huber, RD completed a site visit to Groton WIC Clinic on 2/13/14 where she met with Pastor Sam Neno to discuss caseload, outreach and future collaboration.
- A Corrective Action Plan (CAP) was issued by NYSDOH Regional Office in response to a breast pump issuance error that occurred in October 2013. An investigation was conducted and appropriate action taken. The CAP was completed and approved by the Regional Office on 2/14/14.

Attachments

- Division Statistical Highlights, February 2014
- Communicable Disease Summary Report
- WIC Dashboard, February 2014

Division for Community Health
Clinic Statistical Highlights 2014

Community Health Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2014	YTD 2013	Total 2013
Clinics															
# of Immunization Clients	24	21											45	45	272
# of Immunizations Given	35	35											70	66	434
Children 0 - 19 yrs.	18	24											42	48	321
Adults 20 yrs. & over	17	11											28	18	113
# of Flu Immunizations	48	9											57	2	971
Rabies Vaccination Program															
Post-Exposure Clients	1	4											5	2	91
Post-Exposure Vaccinations	3	8											11	5	210
Tuberculosis Program															
Cumulative Active TB clients	0	0											0	2	3
Active TB Admissions	0	0											0	0	1
Active TB Discharges	0	0											0	1	3
Cumulative Latent TB Infection Clients	7	9											16	33	42
Latent TB Infection Admissions	1	2											3	3	12
Latent TB Infection Discharges	1	1											2	3	27
TB Direct Observe Therapy Visits	0	0											0	37	251
# of PPDs	18	32											50	65	532
Anonymous HIV Clinics															
# of HIV Clinics - including Walk-Ins	5	6											11	12	71
# of Counseled & Tested	5	4											9	16	84
HIV+ Eliza & Western Bloc	0	0											0	0	0
WIC															
Total Enrolled (average)	Final	Prelim													
	1736	1721											1729	1803	1797
Total # Served (average)	1458	1431											1445	1550	1507
% Caseload Target (avg) *2000 FY14	73.0%	71.6%											72.28%	78.63%	75.58%
Monthly Clinic No-Show Rate (% avg.)	15.7%	16.8%											16.25%	12.76%	15.33%
# of Clinics	20	18											38	44	251

All statistics are considered primary as data is continually collected and updated
UA = Unavailable at this Time

**Division for Community Health
Program Visit Statistical Highlights**

Maternal Child Services/MOMS program	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2014	YTD 2013	Total 2013
Cumulative Unduplicated Client Count	197	225											225	216	513
# of Admissions	29	24											53	67	354
# of Discharges	38	24											62	55	351
Total # of Office Visits	31	27											58	62	382
# of Antepartum Home Visits	47	38											85	86	533
# of Postpartum Home Visits	34	20											54	48	311
# of Pediatric Home Visits	3	2											5	30	136
Total # of Home Visits	84	60	0	0	0	0	0	0	0	0	0	0	144	164	980
Total # of Home & Office Visits	115	87	0	0	0	0	0	0	0	0	0	0	202	226	1362
# of RN Home Visit Hours	132	99											231	155	1175
# of Childbirth Education Classes	1	2											3	3	15
# of Childbirth Education Moms	7	7											14	13	49
On Call Visits															
Maternal Child On Call Visits	0	0											0	0	5
Rabies On Call Vaccinations	1	4											5	1	30
TB Direct Observe Therapy On Call Visits	0	0											0	0	3

2014 Log of Public Contacts* (Via Telephone or Email) For Community Health Services													2014 Total	2013 Total	2012 Total
Communicable Disease (including Flu/Pneumonia disease related, HIV, Rabies and TB)	134	134											268	1934	2182
Immunization (including Flu)	164	86											250	1853	1460
Maternal Child/Family/MOMS	378	317											695	3520	4127
Miscellaneous	51	52											103	543	472
Total	727	589	0	1316	7850	8241									

All statistics are considered preliminary as data is continually collected and updated.
 UA = Unavailable at this time

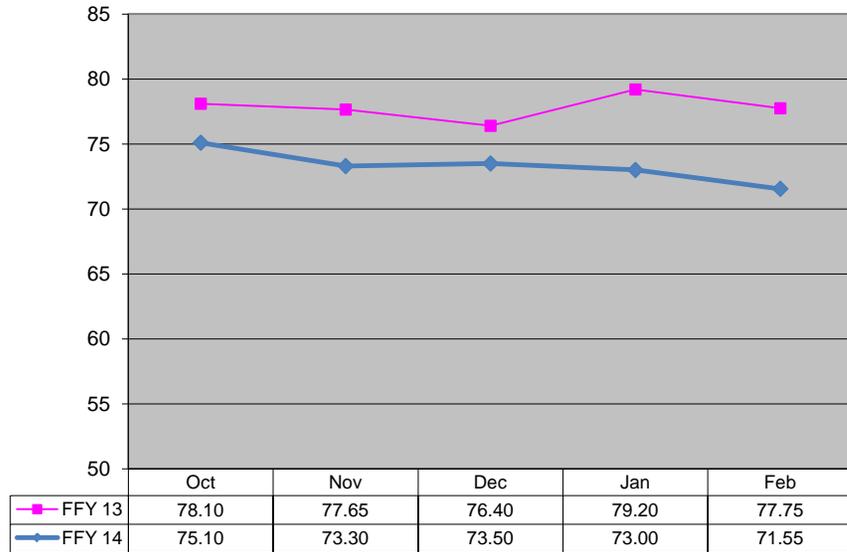
2014 Communicable Disease Report

DISEASE	2013													2014
	TOTALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
AIR-BORNE ENVIRONMENTAL DISEASE	4	0	0	0	0	0	0	0	0	0	0	0	0	0
LEGIONELLOSIS	4	0	0	0	0	0	0	0	0	0	0	0	0	0
ARTHROPODA-BORNE DISEASES	36	1	1	0	0	0	0	0	0	0	0	0	0	2
ANAPLASMOSIS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BABESIOSIS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*LYME DISEASE	34	1	1	0	0	0	0	0	0	0	0	0	0	2
MALARIA	2	0	0	0	0	0	0	0	0	0	0	0	0	0
BLOODBORNE DISEASES	63	9	10	0	0	0	0	0	0	0	0	0	0	19
HEPATITIS C, ACUTE	4	0	1	0	0	0	0	0	0	0	0	0	0	1
HEPATITIS C, CHRONIC	59	9	9	0	0	0	0	0	0	0	0	0	0	18
CENTRAL NERVOUS SYSTEM DISEASES	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MENINGITIS, BACTERIAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GASTROINTESTINAL ILLNESSES	74	4	6	0	0	0	0	0	0	0	0	0	0	10
BACTERIAL	47	1	3	0	0	0	0	0	0	0	0	0	0	4
CAMPYLOBACTERIOSIS	20	1	3	0	0	0	0	0	0	0	0	0	0	4
E. COLI O157:H7	7	0	0	0	0	0	0	0	0	0	0	0	0	0
LISTERIOSIS	2	0	0	0	0	0	0	0	0	0	0	0	0	0
SALMONELLOSIS	15	0	0	0	0	0	0	0	0	0	0	0	0	0
SHIGELLOSIS	1	0	0	0	0	0	0	0	0	0	0	0	0	0
YERSINIOSIS	2	0	0	0	0	0	0	0	0	0	0	0	0	0
PARASITIC	27	1	3	0	0	0	0	0	0	0	0	0	0	4
AMEBIASIS	1	0	0	0	0	0	0	0	0	0	0	0	0	0
CRYPTOSPORIDIOSIS	12	1	2	0	0	0	0	0	0	0	0	0	0	3
CYCLOSPORIASIS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GIARDIASIS	14	0	1	0	0	0	0	0	0	0	0	0	0	1
MYCOBACTERIUM AGENTS	1	0	0	0	0	0	0	0	0	0	0	0	0	0
TUBERCULOSIS	1	0	0	0	0	0	0	0	0	0	0	0	0	0
RABIES EXPOSURE	96	3	8	0	0	0	0	0	0	0	0	0	0	11
ADMINISTERED @ TCHD	87	3	8	0	0	0	0	0	0	0	0	0	0	11
ADMINISTERED @ GANNETT	9	0	0	0	0	0	0	0	0	0	0	0	0	0
SEXUALLY TRANSMITTED DISEASES	314	24	18	0	0	0	0	0	0	0	0	0	0	42
CHLAMYDIAL INFECTIONS	268	19	18	0	0	0	0	0	0	0	0	0	0	37
GONORRHEA	45	5	0	0	0	0	0	0	0	0	0	0	0	5
LYMPHOGRANULOMA VENEREUM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SYPHILIS, INFECTIOUS	1	0	0	0	0	0	0	0	0	0	0	0	0	0
INVASIVE DISEASES, NOT VACCINE PREV.	10	2	1	0	0	0	0	0	0	0	0	0	0	3
STREPT GROUP A	2	0	0	0	0	0	0	0	0	0	0	0	0	0
STREPT GROUP B	8	2	1	0	0	0	0	0	0	0	0	0	0	3
VACCINE PREVENTABLE DISEASES	27	1	2	0	0	0	0	0	0	0	0	0	0	3
DIPHTHERIA	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HAEMOPHILUS INFLUENZAE, INVASIVE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEPATITIS A	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEPATITIS B, ACUTE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEPATITIS B, CHRONIC	6	1	2	0	0	0	0	0	0	0	0	0	0	3
MEASLES	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MUMPS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PERTUSSIS	10	0	0	0	0	0	0	0	0	0	0	0	0	0
RUBELLA	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STREPT PNEUMO, INVASIVE	7	0	0	0	0	0	0	0	0	0	0	0	0	0
TETANUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MISCELLANEOUS	4	0	0	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL OF REPORTS	625	44	46	0	0	0	0	0	0	0	0	0	0	90

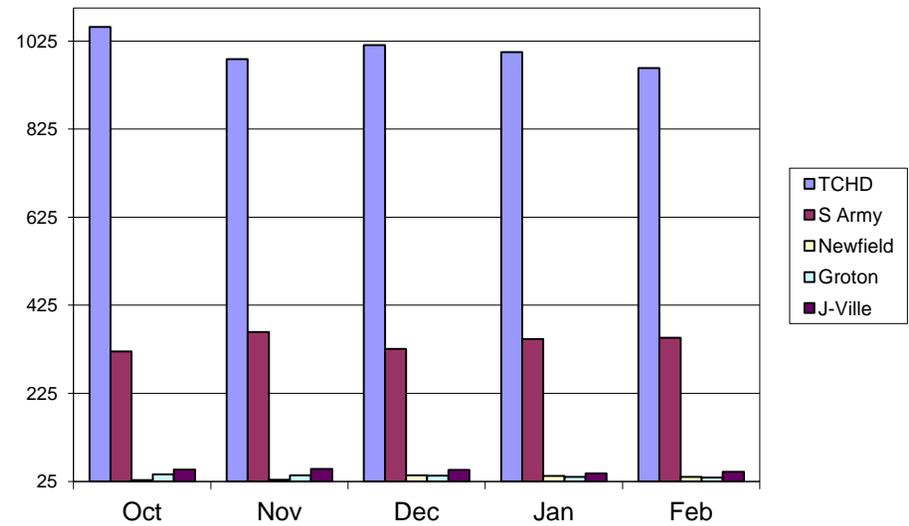
*Due to high incidence, Tompkins Co. designated "sentinel county" by NYSDOH, only 20% of reported lab confirmed cases are investigated.

Tompkins County WIC Dashboard for March BOH Meeting - Report of official NYS WIC statistics

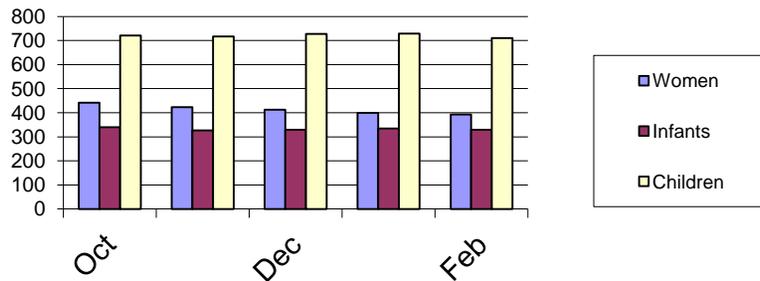
Percentage of Caseload Target



WIC Participants Receiving Benefits at each Site



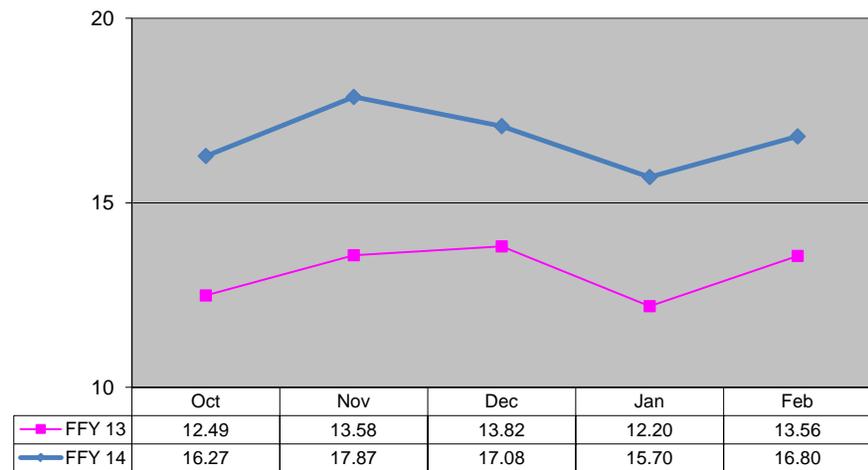
Total Number of Women, Infants & Children Receiving Benefits



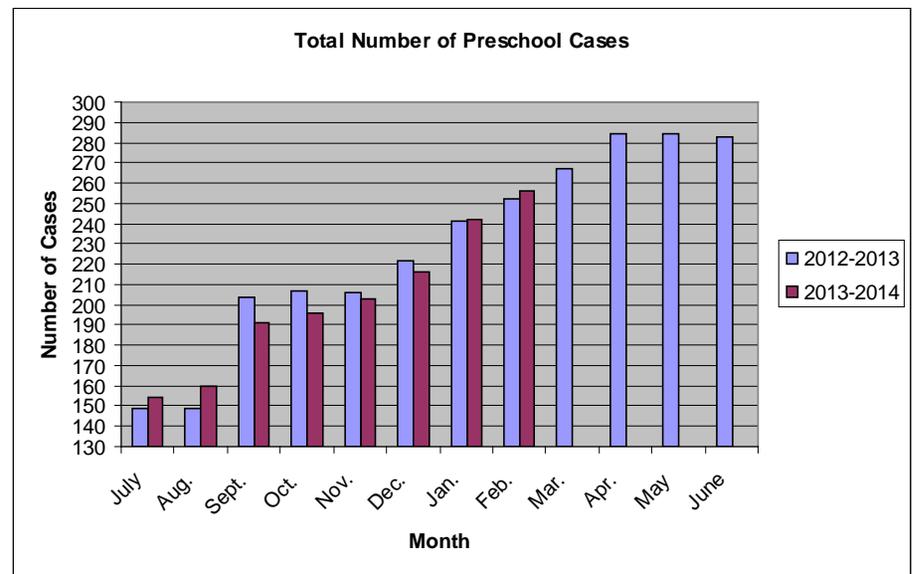
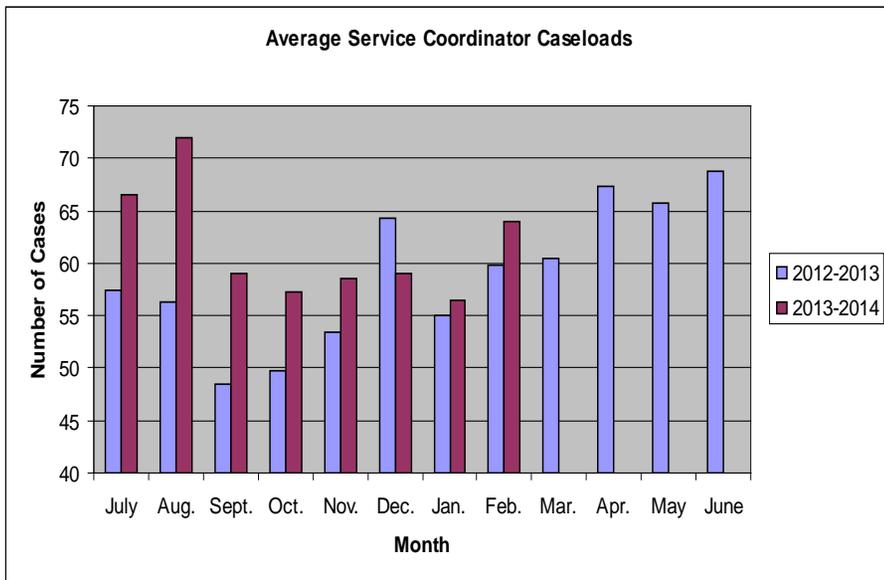
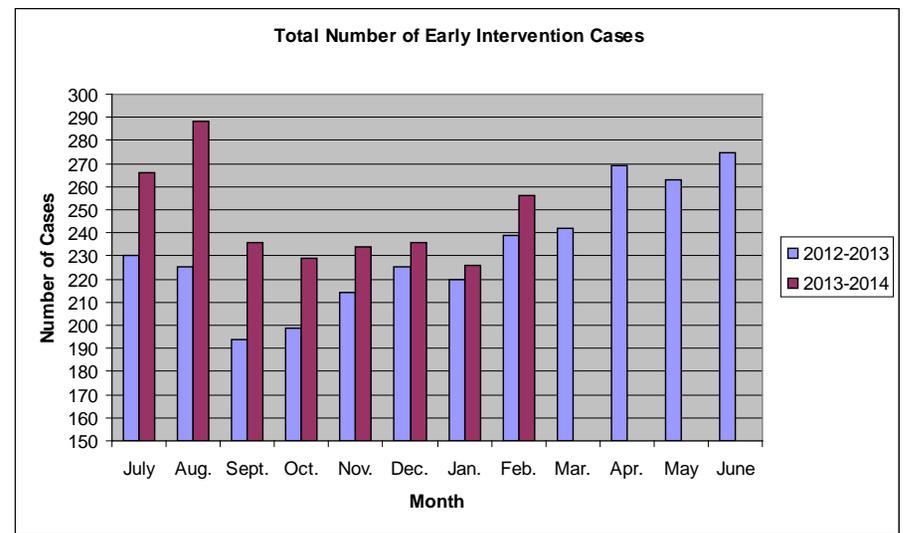
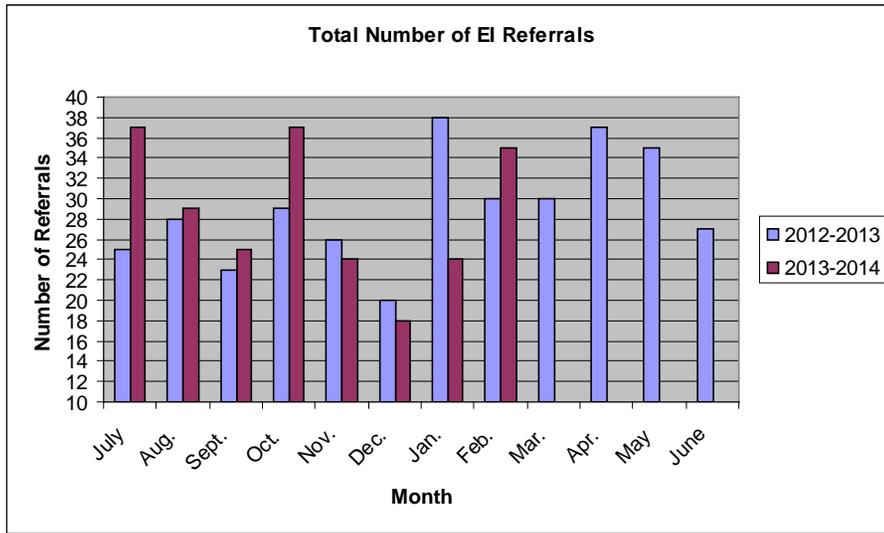
Total WIC Participation	February 2013	February 2014
	1555	1431

WIC Participant Target Caseload	FFY 2013	FFY 2014
	2000	2000

Participant No Show Rate



Statistics Based on Program School Year



Children with Special Care Needs Division														
Statistical Highlights 2014														
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 Totals	2013 Totals
Early Intervention Program														
Number of Program Referrals	24	35	0	0	0	0	0	0	0	0	0	0	59	367
Initial Concern/reason for referral:														
-- Birth/Medical History													0	0
-- DSS Founded Case		1											1	10
-- Failed MCHAT Screening													0	0
-- Gestational Age	2	2											4	16
-- Gestational Age & Hearing													0	0
-- Global Delays	2	2											4	4
-- Hearing	1												1	2
-- Physical													0	0
-- Feeding	1												1	11
-- Gross Motor	5	9											14	74
-- Gross Motor & Feeding		1											1	3
-- Gross Motor & Fine Motor	1												1	4
-- Gross Motor & Social Emotional													0	3
-- Fine Motor													0	3
-- Fine Motor/Vision													0	0
-- Vision													0	0
-- Social Emotional													0	15
-- Social Emotional & Adaptive													0	3
-- Social Emotional & Cognitive													0	0
-- Social Emotional & Feeding													0	1
-- Social Emotional & Vision													0	0
-- Speech	6	13											19	127
-- Speech & Adaptive													0	0
-- Speech & Cognitive													0	1
-- Speech & Fine Motor	1												1	0
-- Speech & Gross Motor	3	2											5	11
-- Speech & Social Emotional	1	2											3	14
-- Speech & Feeding													0	4
-- Speech & Hearing													0	2
-- Transfer from other Municipality													0	0
-- Adaptive													0	1
-- Adaptive/Feeding		2											2	5
-- Vision													0	0
-- Qualifying Congenital / Medical Diagnosis			1										1	15
-- Child Find (At Risk)	1												1	33
Total # of clients qualified and receiving svcs	210	218												
Total # of clients pending intake/qualification	16	38												
Total # qualified and pending	226	256	0	0	0	0	0	0	0	0	0	0		
Average # of Cases per Service Coordinator	56.5	64	0	0	0	0	0	0	0	0	0	0		
# of Family/Client visits														
-- Intake visits	17	33											50	293
-- Introduction Visits													0	0
-- IFSP Meetings	47	39											86	471
-- Amendments	20	12											32	224
-- Core Evaluations	29	13											42	342

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

ENVIRONMENTAL HEALTH HIGHLIGHTS FEBRUARY 2014

Outreach and Division News

EH Staffing Transition. A lot of time and meetings were involved in working through the transition with Sr. Sanitarian Audrey Balander's retirement on January 30. We continue to work through changes in programs, inspections and the needed staff training in new program areas. As previously noted, we will be not able to back-fill our Public Health Sanitarian vacancy until we know if our Healthy Neighborhoods Program (HNP) grant is renewed. The current HNP grant expires on March 31.

EH/ITS Permit Management Software Project: This was a busy month on the Accela project. Involved staff continued to identify configuration issues which our consultants, Redmark, continue to address. Critical configuration issues have been resolved. Two Redmark specialists conducted training on the Accela interface for technical, administrative, and IT staff on March 4th and 5th. Training participants included Liz Cameron, Pete Coats, Brenda Coyle, Steven Kern Janice Koski, Steve Maybee, Skip Parr, Greg Potter, Cindy Schulte, Adriel Shea, Eric Shearer, Anne Wildman, and Janice Wood. Frank Kruppa also attended most of the first day. The consultants did a great job and staff made excellent questions and comments that will improve the configuration.

We are now in the "User Acceptance Testing" phase of the project. Redmark staff demonstrated Accela modules that will be used for public access and for technical staff to use in the field. Those modules are being reviewed by the core EH/ITS Accela team and will be presented to the rest of EH for testing in mid-March. The current schedule is for Accela to go live on April 14.

Hydrilla: Anne Wildman and Steven Kern attended the Hydrilla Local and State Task Force meetings on March 12. The hydrilla management plan for this year has been drafted and is under review by these groups.

On-Call Work Group: Steven Kern, Cindy Schulte, Skip Parr, Adriel Shea, and Liz Cameron are participating in the On-Call Work Group organized by Frank Kruppa. The group meets every Friday to discuss concerns, requirements, and options for meeting our on-call requirements. The goal is to have a proposal by April 14 for consideration during upcoming White Collar contract negotiations.

Rabies Control Program

The February Rabies Report will be included with our March Report

Food Program

Routine facility inspections are conducted to protect public health. The inspections are made without advance notice to ensure that food processes are adequate, safe, and meet code requirements. It is important to keep in mind that inspections are only a "snapshot" in the entire year of a facility's operation and they are not always reflective of the day-to-day operations and overall condition of the operation.

The following inspections were conducted with no critical violation(s) noted:

Akashi, V-Lansing
Apollo Restaurant, C-Ithaca
Arbys-Elmira Road, C-Ithaca
Argos Inn, C-Ithaca

Auntie Anne's, V-Lansing
Barnes & Noble, C-Ithaca
Best Western University Inn, T-Ithaca
Borg Warner, T-Ithaca

Burger King #12983, T-Ithaca	Jalapenos, V-Dryden
Cayuga Addiction Recovery Services, T-Ulysses	LCSD – RC Buckley Elementary, T-Lansing
Chili's Grill & Bar, C-Ithaca	Mark's Pizzeria, C-Ithaca
Cinemapolis, C-Ithaca	Moe's Southwest Grill, C-Ithaca
Cinnamon Shop & Deli, T-Lansing	Ned's Pizza, V-Cayuga Heights
Connection/Loco, C-Ithaca	New Roots Charter School, C-Ithaca
Corner Store, C-Ithaca	Oasis Dance Club, T-Danby
Dolce Delight, T-Ithaca	On the Street, C-Ithaca
Domino's Pizza, C-Ithaca	Roman Village, T-Groton
DP Dough, C-Ithaca	The Rose, V-Lansing
Dunkin Donuts – Elmira Road, C-Ithaca	Ruloff's, C-Ithaca
Firehouse Subs, C-Ithaca	Shortstop Deli, C-Ithaca
Five Guys Burgers & Fries, C-Ithaca	Smart Yogurt, C-Ithaca
Gimme! Coffee – Cayuga St., C-Ithaca	St. Catherine Greek Orthodox Church, C-Ithaca
Gimme! Coffee – State St., C-Ithaca	Subway #16-098, V-Lansing
Gorgers, C-Ithaca	Subway #33776 Pine Tree, T-Ithaca
Greenstar Market, C-Ithaca	SUMO Japanese Steakhouse & Sushi, V-Lansing
Groton Middle/High School, V-Groton	Taco Bell #9587
The Haunt, C-Ithaca	TC Action – Casey Center, V-Dryden
ICSD Caroline Elementary, T-Caroline	Tompkins County Jail, T-Lansing
ICSD Dewitt Middle School, T-Ithaca	Uncle Joe's Grill & Sports Bar, C-Ithaca
ICSD Fall Creek Elementary, C-Ithaca	Yogurtland, C-Ithaca
Italian Carryout, T-Ithaca	

The Hazard Analysis Critical Control Point (HACCP) Inspection is an opportunity for the establishment to have the health department review food processes in the facility to make sure that all potential hazards are identified and to assure that the best food safety practices are being used.

None

Re-Inspections are conducted at any establishments that had a critical violation(s) to ensure that inadequate or unsafe processes in a facility have been corrected.

The following re-inspections were conducted with no violations noted:

At the Ridge, T-Lansing	Mark's Pizzeria, V-Groton
Bun Appetit Bakery, V-Groton	McDonalds-Elmira Road, C-Ithaca
Coddington Road Community Center, T-Ithaca	Northstar House, C-Ithaca
Easy Wok, V-Lansing	Subway-Buttermilk Falls, C-Ithaca

Critical violations may involve one or more of the following: the condition of food (e.g. food that may be at improper temperatures on delivery or damaged by rodents), improper food cooking and storage temperatures (e.g. food cooked to and/or held at improper temperatures), improper food preparation practices (e.g. preparing ready-to-eat foods with bare hands), and water and/or sewage issues (e.g. low disinfection levels in the water system). These critical violations relate directly to factors that could lead to food related illness.

Critical Violations were found at the following establishments:

Northstar House, C-Ithaca

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F in cold holding. Products in a salad preparation cooler were observed to be at 58-60°F. Products were either discarded or moved to functioning refrigeration equipment to be chilled to 45°F or less before use.

McDonalds – Elmira Road, C-Ithaca

Potentially hazardous foods were not stored under refrigeration. Foods were observed on preparation table at temperatures exceeding 45°F. Discard times for "time as a public health control" were not recorded as required. Products were voluntarily discarded during the inspection.

Casper's Diner, V-Groton

Toxic chemicals stored so contamination of food can occur. Toxic chemicals were observed stored in area containing food service utensils. Storage was rearranged during the inspection.

Easy Wok, V-Lansing

Potentially hazardous foods were not stored under refrigeration. Foods were observed on food carts in the kitchen at 54-58°F. Products were removed from service and returned to refrigeration to be rapidly chilled to 45°F or below before use.

Dunkin Donuts, T-Lansing

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F in cold holding. Products in a food preparation cooler were observed to be at 48-52°F. Products were either discarded or moved to functioning refrigeration equipment to be chilled to 45°F or less before use.

Tim Horton's Coldstone Creamery, C-Ithaca

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F in cold holding. Products in a sandwich cooler were observed to be at 49-54°F. Products were moved to functioning refrigeration equipment to be chilled to 45°F or less before use.

Buffalo Wild Wings, C-Ithaca

Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in a bar cooler was observed to be at 49°F. Product was discarded during the inspection.

Corners Deli, V-Cayuga Heights

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F in cold holding. Products in a display cooler were observed to be at 50-51°F. Products were moved to functioning refrigeration equipment to be chilled to 45°F or less before use.

CU – NYS Veterinary College, T-Ithaca

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F in cold holding. Products in a display cooler were observed to be at 49-53°F. Products were moved to functioning refrigeration equipment to be chilled to 45°F or less before use.

Fork & Gavel, C-Ithaca

Potentially hazardous foods were not cooled by an approved method to reduce temperature from 120°F to 70°F or less within two hours and 70°F to 45°F or less within four hours. Product that had been cooked the night before and placed in a refrigerator for cooling was observed to be at 49°F. The product was discarded during the inspection.

Temporary Food Service Operation Permits are issued for single events at one location. *The Food Protection Program issued 20 temporary permits.*

Temporary food operation inspections are conducted to protect public health. *The inspections are made without advance notice to ensure that the food processes at the event are adequate, safe, and meet code requirements. The operation must correct Critical Violations during the inspection. When a Temporary Food Operation has Critical Violation/s, a re-inspection is conducted when the event is longer than one day.*

The following inspections were conducted with no violation(s) noted:

BeetnPath LLC, C-Ithaca
Cayuga Medical Center, C-Ithaca
Dryden Presbyterian Church, V-Dryden
Gance's Complete Catering, C-Ithaca

Groton Recreation Department, V-Groton
Newfield Recreation Department, T-Newfield
Sweet Corn Tortilla Chips, Inc., C-Ithaca

Critical Violations were found at the following establishments:

None

Pre-Operational inspections are conducted, following a thorough review of proposed plans, at new or extensively remodeled facilities to ensure code compliance prior to opening to the public.

The following pre-operational inspections were conducted:

Creekside Café, V-Trumansburg

Plans Approved:

None

New Permits Issued:

Creekside Café, V-Trumansburg

Le Café Cent Dix, C-Ithaca

The Food Protection Program received and investigated four complaints related to issues and/or problems at permitted food service establishments.

2013 Indoor Swimming Pools

In 2013, there were 31 indoor swimming pools in operation, seven of which were spa pools. There were 13 swimming pool operations including four spa pools that were operated as part of a temporary residence. The remaining 18 swimming pool operations including three spa pools were issued separate operating permits as regulated by Subparts 6-1 of New York State Sanitary Code.

There was one new swimming pool operation put into service in 2013 with the opening of the Fairfield Inn in Ithaca. There were a total of 34 inspections and four field visits initiated at these year-round facilities.

During the inspections, there were three public health hazards observed that required immediate correction or resulted in pool closure until corrected.

2013 Seasonal Swimming Pools and Bathing Beaches

During the period from May through September 2013, 22 outdoor swimming pools and six bathing beaches operated at various times. Primary permits were issued to 17 swimming pools (subpart 6-1) and two bathing beaches (subpart 6-2). Temporary Residence facilities operated the remaining five outdoor pools and four bathing beaches. Lansing Residential Center did not open its outdoor pool in 2013 due to anticipated closure of the facility.

Pre-operational inspections were performed at all 28 bathing operations. In addition, at least one unannounced inspection was performed at each operation. There were a total of 70 inspections (includes pre-operational inspections and re-inspections) and six field visits initiated at these seasonal operations during the 2013.

During the inspections, there were 12 public health hazards observed that required immediate correction or resulted in pool closure until corrected.

Engineering Plans Approved

- West Danby Water District, 90000 gallon replacement water storage tank, Danby-T

Problem Alerts/Emergency Responses

- 14-01-3 Bradford Apartments, T-Dryden. Boil Water Order (BWO) issued 2/4/14 due to inadequate water. Pressure restored and chlorine satisfactory. BWO released on 3/4/14.

BWOs remain in effect at:

- 13-01-14 Bell Gate Mobile Home Park, T-Enfield. Boil Water Order (BWO) issued 11/21/13 due to no detectable chlorine in the distribution system. No chlorine detected during repeat inspection on 12/12/13. Hearing scheduled.

- 13-01-11 German Cross Roads Apartments, T-Dryden. Boil Water Order (BWO) issued 9/13/13 due to positive coliform samples. Enforcement action initiated. Owners have added a well and plan to add disinfection.
- 12-01-08 J-A-M Mobile Home Park, T-Lansing. BWO issued 8/16/12 due to positive total coliform results. Lost disinfection waiver. Currently under BOH orders to submit plans and install disinfection or to connect to municipal water. Ready for connection to municipal system; waiting for municipal inspection.

Healthy Neighborhoods Program

	MONTH	YTD 2014	YTD 2013	TOTAL 2013*
# of Home Visits	37	72	62	401
# of Revisits	5	11	16	56
# of Asthma Homes	1	6	7	22
# of Homes Approached	80	115	88	641

*Total 2013 covers the calendar year (January through December)

On February 11, Caitlyn Fenner (HNP intern) and Pat Jebbett and on February 25, Mik and Pat Jebbett conducted outreaches at the Salvation Army food pantry; ten people received information and two people signed up for visits.

Also on this date, Pat Jebbett met with Lisa Borst, DSS Adult Services Caseworker, to discuss our programs and how they may be mutually beneficial.

On February 19, Mik Kern (HNP intern) and Pat Jebbett conducted outreach at Loaves and Fishes soup kitchen. Seven people signed up for home visits and at least 45 more received information about the program. At this event, HNP staff met Emily Papperman from Finger Lakes Independence Center. We discussed our programs and plan to meet to continue our discussion.

Childhood Lead Program

	MONTH	YTD 2014	YTD 2013	TOTAL 2013
A: Active Cases (total referrals):				
A1: # of Children w/ BLL>19.9ug/dl	0	0	0	2
A2: # of Children w/ BLL 10-19.9ug/dl	0	1	0	5
B: Total Environmental Inspections:				
B1: Due to A1	2	2	0	11
B2: Due to A2	0	1	0	0
C: Hazards Found:				
C1: Due to B1	0	0	0	8
C2: Due to B2	0	1	0	0
D: Abatements Completed:	0	0	0	0
E: Environmental Lead Assessment Sent:	0	1	0	7
F: Interim Controls Completed:	0	0	0	3
G: Complaints/Service Requests (w/o medical referral):	4	9	4	52
H: Samples Collected for Lab Analysis:				
- Paint	0	0	0	0
- Drinking Water	0	0	0	3
- Soil	0	0	0	4
- XRF	0	1	0	7
- Dust Wipes	0	1	0	9
- Other	1	0	0	0

Status of Enforcement Actions

Office Conference Scheduled: None

Office Conferences Held: None

Hearing Scheduled: Bell-Gate MHP, Greg Carman, owner: water and mobile home park violations; 3/26/2014.

Compliance Schedules/Board of Health Orders/PH Director's Orders:

- German Cross Road Apartments, T-Dryden, Matthew Wyllie, owner: water and sewage violations; signed Stipulation Agreement with PHD Orders on 1/23/2014; BOH assessed \$400 penalty and ordered compliance on 2/25/2014; **awaiting payment and compliance.**
- Stork H & E Turbo Blading, T-Danby, Don Chandler, President and CEO: water violation; signed Stipulation Agreement with PHD Orders on 1/29/2014; BOH assessed \$400 penalty on 2/25/2014; **awaiting payment.**
- Mountainview Manor MHP, T-Caroline, Orson Ledger, owner: water violation; signed Stipulation Agreement with PHD Orders on 1/28/2014; BOH assessed \$400 penalty on 2/25/2014; **awaiting payment.**
- Massey Apartments, T-Enfield, Orson Ledger, owner: water violation; signed Stipulation Agreement with PHD Orders on 1/28/2014; BOH assessed \$400 penalty on 2/25/2014; **awaiting payment.**
- Main Street Pizza, V-Groton, Dale Dickey, manager: sewage on floor in building; signed Stipulation Agreement on 2/5; BOH assessed \$200 penalty on 2/25/2014; **awaiting payment.**
- Ulysses WD #3, T-Ulysses, Doug Austic, operator: water system violation; signed Stipulation Agreement with PHD Orders on 10/30/2013; BOH issued Orders for compliance on 12/10/2013; **awaiting compliance.**
- Spruce Row Campground, T-Enfield, Scott Sherwood, owner: water system violations; signed Stipulation Agreement with PHD Orders on 11/20/2013; BOH assessed \$400 penalty on 12/10/2013; **payment received, case closed.**
- Village of Dryden, PWS: water system violations; signed a Compliance Schedule with PHD Orders on 11/15/2012; BOH ordered Compliance on 12/11/2012; **awaiting compliance.**
- Beaconview MHP, T-Dryden; Rudy George, owner: Violation of BOH Orders regarding water system violations (see below); BOH assessed \$800 penalty on 12/10/13; **payment received, awaiting compliance,**
- Beaconview MHP, T-Dryden, Rudy George, owner: water system violations, signed Stipulation Agreement with PHD Orders on 8/12/2013; BOH assessed Timetable of Compliance and penalty on 8/27/2013; further BOH action scheduled for 12/10/2013; **payment received, awaiting compliance.**
- JAM MHP, T-Lansing, Jack and Mary Burns, owners: water system violations, signed Stipulation Agreement with PHD Orders on 8/12/2013; BOH assessed Timetable of Compliance and penalty on 8/27/2013; **payment received; awaiting compliance.**
- At The Ridge, T-Lansing, Sherri Hildreth, owner: FSE violation; signed Stipulation Agreement with PHD Orders on 12/4/2013; BOH assessed \$400 penalty on 1/28/2014; **awaiting payment.**
- Argos Inn, C-Ithaca, Avi Smith, owner: operating without a Temporary Residence permit; signed Stipulation Agreement with PHD Orders on 12/30/2013; BOH assessed \$500 penalty on 1/28/2014; **awaiting payment.**

Referred to Collection:

- CC's, C-Ithaca, Jian Wang
- P&Y Convenience, T-Lansing, Min Gyu Park
- William Crispell, T-Caroline – two penalties
- 1795 Mecklenburg Road, T-Enfield, V. Bruno



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

CERTIFIED, REGULAR & ELECTRONIC MAIL

March 17, 2014

Matthew Wyllie
296 Brooktondale Road
Brooktondale, NY 14817

**Re: Tompkins County Board of Health *Draft Revised* Resolution # 13.1.34
German Cross Road Apartments, (T) Dryden**

Dear Matthew Wyllie:

In response to your email request dated March 7, 2014, enclosed is a copy of the Draft Revised Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, March 25, 2014**. Changes to the original resolution include extending the deadline for connection of the original well directly to the west 4-unit building and terminating use of the existing buried storage tank from March 17, 2014 to April 17, 2014 and extending the deadline for submitting photos to this office documenting all new well connections made from March 31, 2014, to May 1, 2014.

Thank you for your cooperation in resolving this matter.

Sincerely,

C. Elizabeth Cameron, P.E.
Director of Environmental Health

Enclosure– Draft Revised Resolution and German Cross Road Apartments' Email Request dated 3/7/14

pc: F:\EH\WATER (SW)\Public Water (SW)\Facilities (SW-4)\Apartments (SC-9)\German Cross Road Apts\Enforcement\Draft Revised Res 13.1.34.docx
Complainant
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
John Andersson, P.E., Consulting Engineer; CEO T-Dryden; Supervisor T-Dryden; Martha Robertson, TC Legislature;
John Strepelis, P.E., NYSDOH ;TCHD: Frank Kruppa, Public Health Director; Elizabeth Cameron, P.E.; Steve Maybee,
P.E.; Steven Kern, Chris Laverack; Janice Koski; Skip Parr; Brenda Coyle
scan: Signed copy to eh

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

DRAFT REVISED RESOLUTION # 13.1.34 FOR

**German Cross Road Apartments
Matthew Wyllie, Owner
1-9-13 German Cross Road, T-Dryden
Ithaca, NY 14850**

Whereas, it is a violation of Article VI Section 6.02 (b) of the Tompkins County Sanitary Code for anyone to discharge human wastes or sewage to the atmosphere or to the surface of the ground; **and**

Whereas, public water systems must comply with all requirements of Part 5-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, on September 23, 2013, October 15, 2013 and December 10, 2013, sewage was observed on the ground surface by Health Department staff at 1-9-13 German Cross Road, T-Dryden; **and**

Whereas, on September 13, 2013, you received notice that your waiver from disinfection was revoked due to multiple positive total coliform samples and a Boil Water Notice was issued to all apartments; **and**

Whereas, in December 2013, two new wells were connected to separate buildings on the German Cross Road Apartments' property so that each building now has its own well connection; **and**

Whereas, Matthew Wyllie, Owner, signed a Stipulation Agreement with Public Health Director's Orders on January 23, 2014, agreeing that German Cross Road Apartments violated these provisions of the New York State Sanitary Code and the Tompkins County Sanitary Code;

Whereas, on February 25, 2014, the Tompkins County Board of Health adopted Resolution #13.1.34; **and**

Whereas, on March 7, 2014, Matthew Wyllie, Owner, requested several deadline extensions to the original resolution which are incorporated below; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Matthew Wyllie, Owner, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due April 15, 2014; and**
2. Immediately and until the sewage system is replaced, prevent the discharge of sewage to the ground surface by keeping the septic tank pumped as needed by a licensed septic hauler; **and**
3. Have the sewage system evaluated by a NYS-licensed design professional to determine whether the sewage system needs to be repaired or replaced; **and**
4. Submit the findings and recommendations made by the contracted NYS-licensed design professional to prevent sewage from surfacing from the sewage system for approval by the Health Department by **April 18, 2014; and**
5. If necessary, submit engineering plans for repair or replacement of the system and the Onsite Wastewater Treatment System (OWTS) Application for a Construction Permit along with the appropriate fees, on or before **May 2, 2014; and**

6. Complete the replacement or repair of the sewage system in accordance with the OWTS Construction Permit and/or approved plans within **45 days** after the OWTS Construction Permit and/or plan approval has been issued; **and**
7. a) Submit approvable plans for disinfection of the water supply prepared by a NYS-licensed design professional no later than **February 28, 2014**, and install disinfection treatment equipment as per approved plans by **March 31, 2014**;
OR
 - b-1) Connect the original well directly to the west 4-unit building and no longer use the existing buried storage tank by **April 17, 2014**; **and**
 - b-2) Provide satisfactory bacteriological results from the two new wells prior to releasing the boil water notice to the units served by these wells (**completed**); **and**
 - b-3) Provide six months of satisfactory bacteriological sample results from the original well, prior to releasing the boil water notice to the units served by this well; **and**
 - b-4) Submit photos to this office documenting all new well connections made by **May 1, 2014**.

Cyril (Skip) Parr - Skip Parr

From: matt <wyllie58@hotmail.com>
To: "tceh@tompkins-co.org" <tceh@tompkins-co.org>
Date: 3/7/2014 2:41 PM
Subject: Skip Parr

Hi Skip,

I am sending this e-mail in regards to the draft resolution for German Cross Road. Due to the weather we have not been able to get the last well on German Cross Road completed (7 b-1) and (7 b-4). There is a March 17th, 2014 completion date for the last well that I don't think we will be able to meet. We would like to know if we could extend the date to April 17th, 2014? Let us know.

Thanks Matt and Christa Wyllie



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

CERTIFIED/REGULAR MAIL & HAND DELIVERED

March 17, 2014

Mr. Franklin Wells
Fraternal Order of Eagles #1253
161 Cecil Malone Drive
Ithaca, NY 14850

**RE: Tompkins County Board of Health Draft Resolution #14.33.7W
Fraternal Order of Eagles #1253; CIAA Waiver Request**

Dear Mr. Wells:

Your request for a waiver renewal from the New York State Public Health Law Section 1399 and Tompkins County Local Law #3 of 2003 has been reviewed and is scheduled for action by the Tompkins County Board of Health at its meeting on **Tuesday, March 25, 2014**. The meeting will be held in the first floor Rice Conference Room at the above address. The subject will be addressed after 12:30 p.m. If you wish to speak to the Board for a few minutes prior to their taking action, please call me at (607) 274-6688 at least one day before the meeting.

A copy of the draft resolution to be considered by the Board of Health is enclosed with a copy of your request.

Sincerely,

C. Elizabeth Cameron, P.E.
Director of Environmental Health

Enclosures – Draft Resolution and Waiver

pc: F:\EH\TOBACCO\CIAA\Waivers\2014\Eagles 2014 draft resolution.doc
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD);
CEO C-Ithaca; Leslyn McBean-Clairborne, TC Legislature District #1;
Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director;
Eric Shearer, TCHD, Steven Kern, TCHD, Skip Parr, TCHD
scan: Signed copy to EH



Your Partner for a Healthy Community

Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION

<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688

Fx: (607) 274-6695

DRAFT RESOLUTION #14.33.7W'

**CIAA Waiver Renewal Request
For Consideration 25 March 2014
Fraternal Order of Eagles #1253
161 Cecil Malone Drive, C-Ithaca
Ithaca, NY 14850**

Waiver Requested: From the New York State Public Health Law Section 1399-o "Smoking shall not be permitted and no person shall smoke in the following indoor areas: 1. Places of employment; 2. Bars; 3. Food service establishments..." and Tompkins County Local Law 3 of 2003 Section 72-7.1 "Smoking shall not be permitted and no persons shall smoke in the following areas: (a.) Places of employment; (b.) Bars; (c.) Food service establishments" so that smoking may be allowed in one room adjacent to the bar area.

Whereas, the Tompkins County Board of Health first approved such a waiver for 365 days (renewable) on February 8, 2005, pending certain conditions; **and**

Whereas, those conditions were met and a waiver was issued for 365 days effective February 23, 2005; **and**

Whereas, the waiver was renewed annually for a period of 365 days; the last time effective February 12, 2013; **now therefore be it**

Resolved, that the Tompkins County Board of Health hereby issues a waiver from the New York State Clean Indoor Air Act and the Tompkins County Local Law 3 of 2003 for a period of 365 days effective March 25, 2014 to allow smoking in a separate room adjacent to the bar area of the Eagles Club, with the stipulations of the original Board of Health action of February 8, 2005, effective March 25, 2014 through March 24, 2015.

**Additional Information Regarding Clean Indoor Air Act Waiver
At
The Fraternal Order of Eagles #1253**

- The waiver applies only to the space identified as the "smoking room", located at the extreme northeast corner of the building, and measuring approximately 24' by 25'.
- No service by employees is allowed in the smoking room, and entry to the smoking room is prohibited to persons under the age of 18. Smoking is allowed only in the smoking room. Signs, acceptable to the Tompkins County Board of Health, indicating these restrictions must be posted at all entrances to the establishment and at the entrance to the smoking room.
- A separate entrance for the smoking room must be maintained leading into the building and fitted with a self-closing door.
- A curtain or barrier must remain hanging from the ceiling along the length of the folding door as a barrier from smoke drifting through the gap. This barrier must extend from the ceiling to below the gap over the folding door.
- Whenever smoking is allowed in the smoking room, the interior doors must be kept closed and the fan that exhausts air to the outdoors must be run. This fan must be large enough to create a negative pressure in this room relative to the rest of the building.
- Tompkins County Health Department staff will visit the site to verify that these accommodations are in still in effect every year before recommending the waiver goes to the Board of Health.
- The Tompkins County Board of Health may revoke the waiver if these conditions are not complied with.
- The waiver will expire 365 days after approval. A request for an extension, if desired, must be submitted in writing, along with the appropriate fee, at least two weeks before the Board of Health meeting prior to expiration.

Waiver provisions exist in the State and Local Laws to allow for accommodations to be made for undue financial hardship. Waivers were only allowed immediately following the implementation of the State and Local Laws. Applicants were to show the effect the first year of the Laws had on their business relative to the three years before. This waiver was the only one formally requested with the appropriate application and documentation by any facility in Tompkins County.



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

Date: March 6, 2014
Memo to: Members of the Tompkins County Board of Health *E. Cameron*
From: C. Elizabeth Cameron, P.E., Director of Environmental Health
Subject: Request to Waive OWTS Permit Application Fee

Michael McEver is requesting that the replacement sewage system permit application fee of \$325 be waived due to financial hardship. The Division received this request in writing from Mr. McEver on January 29, 2014.

The existing sewage system serving Mr. McEver's home at 22 Station Road in the Town of Danby (Tax Map #17.-1-18) has failed and needs to be replaced. A notice of violation was sent out to Mr. McEver on January 21, 2014, requiring abatement of the violation.

Mr. McEver has indicated to staff that he is on a limited fixed income. He applied for a grant from Better Housing of Tompkins County and he does qualify based on income levels but deed issues may prevent qualification.

We are in support of the application fee being waived.

F:\EH\SEWAGE (SSW)\Facilities (SSW-7)\Danby\#2-17.-1-18 - 22 Station Road\Fee Waiver Request.docx

CONFIDENTIAL

RECEIVED

JAN 29 2014

TOMPKINS COUNTY
HEALTH DEPARTMENT

Dear Elizabeth Conron

My Name is Mike McEwen The
owner of 22 Station Rd. I am
writing you in hope to waive the
325⁰⁰ fee for the DWTS permit.

I am now divorced from Laura
who had moved out and left me
with the house, and no help at
this time I am unemployed and
taking care of 6 children and
two adults, and trying to keep
things going on ~~with~~ what I get.

I am doing the best I can, and
any help I can get from out side
would be grate,

If you have any questions feel
free to contact me at 607-339-8584

Thank you

Mike



Your Partner for a Healthy Community

Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION

<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688

Fx: (607) 274-6695

Date: March 14, 2014
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health *E. Cameron*
Subject: Request to Waive OWTS Permit Application Fee:
360 East Miller Road, Danby, Tax Map Parcel #2-6-1-18.112

Tomo Shibata is requesting that the conversion sewage system permit application fee of \$415 be waived or reduced due to financial hardship (see attached). The Division received this request electronically from Ms. Shibata on March 10, 2014.

The Health Department issued a new construction permit for a 4 bedroom house to Ms. Shibata on August 9, 2013. At Ms. Shibata's request, Environmental Health staff redesigned the system for a 3 bedroom house, and a revised permit was issued on August 26, 2013. The system was installed and a certificate of completion was issued on September 15, 2013.

The Division was subsequently advised by the Danby Code Enforcement Officers that they had received plans for the yet un-built home that noted 5 bedrooms. Ms. Shibata was advised by the Environmental Health Division that a conversion permit application for the additional 2 bedrooms was required and that the system would have to be installed before occupancy.

Ms. Shibata has indicated to staff that she is unemployed and cannot afford the additional permit application fee for the second permit for this income generating property.

The Division does not support waiving the permit application fee for a new construction or conversion permit.

ec: Tomo Shibata

Elizabeth Cameron - Re: EXTREMELY URGENT request to waive a septic conversion application

From: Tomo Shibata <construction607@gmail.com>
To: <lcameron@tompkins-co.org>
Date: 3/10/2014 5:34 PM
Subject: Re: EXTREMELY URGENT request to waive a septic conversion application

p.s. If the complete waiver of the fee is too burdensome for the county, I would like to ask a partial waiver (say, the fee reduced to \$200). TS

On Mon, Mar 10, 2014 at 3:39 PM, Tomo Shibata <construction607@gmail.com> wrote:
Dear Director Cameron,

Hello. I hereby request to waive a septic conversion application fee of \$415 for a modular home construction at 360 East Miller Road, Danby, NY

I urgently request that my fee waiver application be reviewed at the forthcoming Board of Health meeting this month (March, 2014).

The reasons for the fee waiver application are the following:

The applicant, Tomo Shibata, has been subjected to repeated housing and employment discriminations based on perceived [REDACTED]. Due to the said employment discrimination, the applicant currently receives monthly income below \$100 (book royalties). Due to the discrimination practiced by local landlords, the applicant has mostly not been able to renew her apartment leases (and sometimes subjected to illegal ejections: see Ithaca City Court decision Shibata vs. Rossi in 2010, for example), and unable to secure stable housing. These numerous verified discrimination complaints (both employment and housing) have been also filed at Tompkins County Human Rights Commission. Further, the applicant has been qualified for Medicaid.

Because I am not qualified to receive any loan from any bank because of the lack of salary, I arranged a loan with my mother, Yayoi Shibata, to secure stable housing. A new permit for 3 bedroom for the aforementioned address was issued in summer, 2013, and the 3BR septic system was already installed.

Later, in order to earn rent income to pay back the loan to my mother, I decided to construct a multi-family house. This plan should have been made before the installation of the septic system. Unfortunately, I had had almost no knowledge about construction at the time the septic system was installed last summer, and was unable to coordinate construction with sufficient foresight.

Given my economic situation and shortcomings of my construction plan/coordination, I request to waive the conversion permit application fee of \$415. Please note that I did not apply for fee waiver for the new permit application fee of \$415, and have already paid this fee last summer for the aforementioned 3BR system.

Thank you for reviewing my application.



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkins-co.org/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

Date: March 17, 2014
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health *ECameron*
Subject: Request for Waiver of Tompkins County Sanitary Code S-6.03.c –
Flinn/Dietershagen Tax Map # 25.-1-3.13, T- Lansing

On February 6, 2014, this office received a request to waive the requirement of Section 6.03.c of Tompkins County Sanitary Code for the property currently known as Whitetail Crossing Cottages located in the Town of Lansing. The request was submitted by one of the owners, John Dietershagen.

Section 6.03.c of Tompkins County Sanitary Code states that "two or more buildings may use one system if all other provisions of Article VI are met, and all involved properties are under one ownership or a Sewage Works Corporation or Municipal Sewer District is formed". As outlined in the attached request, the owners seek the waiver in order to split the property and enter into a Shared Septic Agreement for the sewage system serving the four seasonal cottages.

The Shared Septic System and Easement Agreement drafted by Flinn/Dietershagen's attorney was reviewed by Jonathan Wood, County Attorney, who found the agreement acceptable. Environmental Health is in support of the requested waiver on condition that the Waiver/Variance Request Fee of \$75 is paid.

Attachments: Dietershagen Waiver Request

ec: John Dietershagen
F:\EH\SEWAGE (SSW)\Facilities (SSW-7)\Lansing\DeitershagenFlinn\Waiver Request to BOH.docx

C Elizabeth Cameron, PE
Director of Environmental Health
Tompkins County Health Department
55 Brown Road
Ithaca, NY 14850

Dear Liz,

Attached is the requested overview of the project we have proposed for tax parcel 25.-1-3.13 off of Ross Road in the Town of Lansing.

I think this is an adequate summation but feel free to ask for any clarification you deem necessary.

Thank You,

A handwritten signature in black ink, appearing to read "John H. Dietershagen", written over a circular stamp or seal.

John H. Dietershagen

607 272 4444

February 4, 2014
Ithaca, NY

Proposed Division of approximate 50 acre parcel and four existing seasonal cottages, owned jointly by the Flinn/Dietershagen families off of Ross Road, in the Town of Lansing

In 1989 David G. Flinn and his family entered into a partnership (FDF Development Co.) with John H. and Mary Dietershagen, to develop a parcel of land to accommodate four seasonal cottages. The cottages, built in 1990 and 1991, were rented to the general public for just in excess of 20 years, beginning in 1990. That endeavor was referred to as "Whitetail Crossing Cottages", which filed annual partnership income tax returns and collected and remitted Tompkins County Room Tax to the county Finance Department. Neither family wishes to continue renting these cottages commercially.

The families desire to terminate the FDF Development Company and split the land equally, with two cottages going to each party. Both parties propose to incorporate each half of this land into adjoining lands already owned independently by each party.

We are advised we need a waiver from the sanitary code relating to the common septic system that serves all four units. The current system was sized to accommodate 1,000 gallons per day effluent and has an approximate foot print of 200 feet by 60 feet; or 12,000 square feet.

The two families desire to avoid the considerable expense of modifying this existing large system to accommodate sporadic and light use by each. Furthermore, the existing system runs in front of three of the four units, and the proposed new property line goes right through the middle of it. A copy of the survey is attached.

To that end, our attorney, Jon Albanese, has drafted a Shared Septic System Agreement, which both parties will subscribe to, for your consideration and respectfully requested approval.