TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

AGENDA
Tompkins County Board of Health
Rice Conference Room
Tuesday, May 24, 2016
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 April 26, 2016 Minutes (2 mins.)

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

12:15 V. Reports (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 ENF-16-0007 – Best Western University Inn, T-Ithaca, Violation of Part 14 and Subpart 7-1 of the New York State Sanitary Code (Food) (5 mins.)
2. Resolution ENF-16-0008 – Fork & Gavel Café, C-Ithaca, Violation of Part 14 of the New York State Sanitary Code (Food) (5 mins.)

Administrative Action:

1. Review of Proposed 2017 Environmental Health Division Fees (15 mins.)

12:55 ***Adjournment***

DRAFT

Tompkins County Board of Health
April 26, 2016
12:00 Noon
Rice Conference Room

Present: Will Burbank; Brooke Greenhouse; Edward Koppel, MD; James Macmillan, MD, President; and Michael McLaughlin, Jr.

Staff: Karen Bishop, Director of Community Health; Liz Cameron, Director of Environmental Health; Brenda Grinnell Crosby, Public Health Administrator; William Klepack, MD, Medical Director; Jonathan Wood, County Attorney; and Shelley Comisi, Administrative Assistant II

Excused: Sylvia Allinger, Director of CSCN; David Evelyn, MD, MPH, Board of Health Member; Frank Kruppa, Public Health Director; Susan Merkel, Board of Health Member; Janet Morgan, PhD, Board of Health Member; and Deb Thomas, Senior Community Health Nurse in CSCN

Call to Order: Dr. Macmillan called the regular meeting of the Board of Health (BOH) to order at 12:01 p.m.

Privilege of the Floor: No one was present for Privilege of the Floor.

Approval of March 22, 2016 Minutes: Mr. McLaughlin moved to approve the minutes of the March 22, 2016 meeting as written; seconded by Dr. Koppel. The minutes carried unanimously.

Financial Summary: Ms. Grinnell Crosby explained there was no financial summary report in the packet due to problems with the dashboard. She reported:

- The County has closed the books for 2015. Staff has been busy reconciling the department's records to the final report.
- The first quarter of 2016 has ended. Staff is in the midst of filing claims. The Community Health Services (CHS) Division has improved their revenue due to timely filing of claims and reimbursement received from various sources.
- Work on the 2017 budget is beginning. She will be meeting with Division Directors and their senior administrative staff members to provide an overview of the budget process before meeting with each program area individually. As a member of the Legislature who attended the budget retreat, Mr. Burbank informed the group that nothing official was established; however, Legislators will probably set a levy target at their next meeting.
- Vital records fees are being reviewed. Staff is looking at a tiered fee system for certificates. Currently, there is a $30 charge per certificate. In the case of multiple copies being requested, the charge may be reduced.

Administration Report: Mr. Kruppa was attending a conference with the Tompkins County Family Treatment Court team to discuss the Safe Care program. In his absence, Ms. Grinnell Crosby reported on two staff vacancies that have been filled: a clerical position in Administration and the Health and Safety Coordinator for the County.

Medical Director's Report: Regarding the City of Ithaca Drug Initiative proposal mentioned in his report, Dr. Klepack announced that he has organized a meeting for May 3rd that brings together a number of people for a discussion that will include the co chairs involved in formulating the plan. The supervised injection facility that is part of the plan has received national attention. The meeting will address questions and review hard data related to these facilities that have been operating for years in other countries.

In preparation, he has read a 2015 report from a meeting that brought together representatives from three of the eight countries that have supervised injection facilities: Frankfurt, Germany since 1993; Vancouver, Canada since 2003; and Australia. These localities have addressed many concerns related to the ripple effects on the community and law enforcement. The summary of the report was positive for handling those concerns and was achieved through community collaboration, information and coordination prior to creating the facilities.

To his knowledge, the countries have not decriminalized the drugs. In Germany, the legal system allowed an exemption to be made; in other countries the supervised injection facilities were created as a research program. None of these facilities deal with the selling and marketing of illegal opioids. Individuals bring their own drugs.

The local meeting participants include the plan's co chairs, Gwen Wilkinson and Lillian Fan; Cornell University; Ithaca College; Southern Tier AIDS Program; Tompkins County Mental Health Department; and Tompkins County Health Department (TCHD). The intent of the local meeting is to gather information that will enable TCHD and other stakeholders to either individually or jointly issue a statement with regard to this component of the plan.

There was a lengthy discussion about tracking drug overdoses in Tompkins County. Several members were concerned about the collection of data that would indicate whether or not there is a problem.

- Dr. Klepack stated the Medical Examiner's office is aware of drug overdoses when there is a death. He provided statistics for Tompkins County as reported in the *The Ithaca Plan*. There were 2-5 drug-related deaths per year from 2004-07 that increased to 15, 13, 10, and 14 deaths per year from 2011-14. On average there have been twice as many deaths in those recent four years.
- Ms. Grinnell Crosby confirmed that the number of deaths has increased but is still relatively small within the County. Due to privacy concerns, counties have not been willing to release that data publicly because of the ability to identify individuals. Forensic pathologists are looking at regional drug deaths but that does not mean it was solely heroin; it could be other drug combinations.
- For drug overdoses resulting in death, Ms. Grinnell Crosby reiterated there would be the filing of a death certificate; otherwise, drug overdoses are not reportable to TCHD.

- Dr. Klepack noted there is no obligation on the part of a hospital or healthcare facility to report illicit drug use to law enforcement. He suggested that data may be approachable through standard hospital reporting.

Other concerns expressed by Board members included how to structure a response to the problem and how to engage law enforcement:

- Dr. Klepack pointed out that every country has confronted the issues surrounding law enforcement responsibilities in relationship to an alternative health facility. They found ways of doing it to the satisfaction of law enforcement when law enforcement has been an active participant in the structure and operation of these facilities.

Dr. Macmillan expressed his appreciation to Dr. Klepack for his involvement in this issue and looks forward to hearing updates from him.

Division for Community Health Report: Ms. Bishop noted:

- Influenza surveillance data is shared with healthcare providers on a weekly basis. To date, there have been three influenza-associated pediatric deaths across New York State. The sad news has "fueled her staff's fire" to continue to offer and promote annual flu vaccination for everybody six months of age and older.
- Last week was National Infant Immunization Week, an annual observance to highlight the importance of protecting vulnerable infants from vaccine preventable diseases. Staff issued a press release, posted information on the TCHD website and shared that information with healthcare providers.
- In March, three new cases of syphilis were identified. All three cases were MSM who had used an app to find anonymous sexual partners. Staff will continue to work with our partners to disseminate factual information and encourage routine testing for sexually transmitted infections. The Peace of Mind website will be updated with that information.

In the ensuing discussion about sexually transmitted infections, Ms. Bishop informed Board members that the regional office of the New York State Department of Health (NYSDOH) has disease interventionists who conduct the investigation for each reported case. Her Division shares statistical information with our Peace of Mind partners comprised of the three colleges, Planned Parenthood, and the Southern Tier AIDS Program and sends out Public Service Announcements (PSA) to the community. These PSAs do not single out a certain demographic but promote STI testing in general. Dr. Koppel noted that Cornell has put out information directed to <u>all</u> students about the hooking up apps and the higher risk for STDs if they are utilizing those apps. Cornell staff has created a poster showing the icons of different hooking up apps that includes messaging about using a condom and getting tested for STDs.

Children with Special Care Needs Report: Ms. Allinger and Ms. Thomas were not present for the meeting.

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

Environmental Health Report: Ms. Cameron reported that a minor change has been made to the *Environmental Health Highlights* report on page one in the section on "Lead in Drinking Water at Schools." The language "**with the ICSD**" was inadvertently left out of sentence two in the first paragraph. The sentence should read as follows: "The EH Division has weekly meetings with the Ithaca City School District (ICSD) and has been working closely **with the ICSD** and NYSDOH throughout the situation."

As she wrote in her report, the ICSD has conducted water sampling at Enfield and Caroline elementary schools. Those reports have been released with Caroline being more conclusive than Enfield. To help assess the situation at both schools, the district has selected a consultant. They continue to provide bottled water so there is no health hazard to children and staff. Other schools concerned about their drinking water have been contacting the Environmental Health (EH) Division. Responding to these inquiries have been a significant activity for EH staff.

Questions/comments from Board members:

- Dr. Koppel asked whether TCHD has set a timeframe for the ICSD to resolve the water issues at its schools. Ms. Cameron replied there is no basis for enforcing a timeframe because the district has addressed the public health concern by supplying bottled water.
- Mr. McLaughlin believes there is a public perception that a regulatory agency is protecting the public who is drinking water in public buildings. Ms. Cameron explained there is no mechanism for regulatory oversight unless the school supplies its own water. Our local sanitary code has a general statement that water served to the public has to be potable. NYSDOH is aware there is an issue with the Lead and Copper Rule and how it is written. It is not an easy fix when the potential problem may be individual fixtures. There is the water supplier but the problem may be in the service lines in the older buildings. Dr. Macmillan commented it is the essential problem of aging infrastructure.
- In response to Mr. Greenhouse's question about public contacts/complaints received by TCHD, Ms. Cameron reported all media calls are directed to Mr. Kruppa as the Public Health Director and Ms. Lyczko as the Public Information Officer. EH staff handles individual inquiries and those from schools wanting to sample their water supply. In addition, the department is still receiving FOIL requests.
- With many schools testing the drinking water, Mr. McLaughlin wondered who would be responsible to a public seeking accountability. Ms. Cameron reported there is oversight from the NYSDOH through their weekly reports. The Environmental Protection Agency (EPA) also offered their assistance. She described the situation as one that will continue to receive attention. EH staff is spending a noticeable amount of time on this issue, and we can report to the public that no elevated lead levels have been detected in the children being tested.
- As part of her program, Ms. Bishop said the Division would receive reports for elevated lead levels for any child up to 18 years of age. Children are routinely tested at age one for a baseline and tested again at age two. If parents have

concerns, then their provider will order the testing. To promote lead awareness and lead testing, her program completed a targeted door hanger campaign.

Resolution ENF-16-0004 – Japan-U.S. Association, C-Ithaca, Violation of Subpart 14-2 of the New York State Sanitary Code (Temporary Food): Ms. Cameron explained this temporary food service violation involves a nonprofit student organization at Cornell. The case history shows there had been prior food out of temperature issues with the organization. In this case, two violations occurred during the inspections for their sushi night event: pre-operational and during the event. In the Stipulation Agreement, the organization agreed to use a caterer for future events. Cornell understands our concerns and has been supportive of our actions.

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

In response to Mr. Burbank's question about whether the students were aware of the food safety standards, Ms. Cameron responded that there were multiple times when EH staff met with members of the organization to provide information about food safety.

Board members were interested in knowing what separates this event from a potluck. Ms. Cameron answered potlucks are events where everybody is contributing food that is shared with everyone else at the event. In this case, it was the organization that was providing and serving food to the public. According to NYSDOH, potlucks are not regulated.

The vote: Aye – 4; Abstention – 1 (Dr. Koppel); the resolution carried.

Resolution ENF-16-0005 – Pete's Grocery & Deli, C-Ithaca, Violation of Adolescent Tobacco Use Prevention Act (ATUPA): Dr. Macmillan moved to accept the resolution as written; seconded by Mr. Greenhouse.

Under ATUPA, Ms. Cameron emphasized minors are hired with no attempt to entrap the owner of the business or the individual selling the tobacco.

The vote on the resolution, as written, carried unanimously.

Resolution ENF-16-0006 – Country Inn and Suites, T-Ithaca, Violations of Subparts 7-1 and 14-1 of the New York State Sanitary Code (Food): Mr. Greenhouse moved to accept the resolution as written; seconded by Dr. Koppel.

Ms. Cameron reported this is the second time this establishment has been brought to the Board. There is a fine of $800 and an additional requirement to have one food service worker who has completed the food safety training course to be on-site during the hours of operation.

The vote on the resolution, as written, carried unanimously.

Adjournment: At 1:18 p.m. Dr. Macmillan adjourned the meeting.

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Public Health Director Report May 2016

- I spent the last week of April in California with the Tompkins County Family Treatment Court team. They have received a grant to help improve outcomes for the families that enter the court. I was able to learn a lot about the process from the team and the three other courts around the country that also received the grant. We are participating by providing the Safe Care curriculum which is an in home evidenced based parenting program. Diane Olden from CSCN has been trained and is working with two to three families at a time. We are sending three more nurses to training in June; one more from CSCN and two from CHS. I believe this will not only help the court, but will provide our nurses with more tools to support our clients and hopefully this crossing of division lines will add to our organization's efforts to work together more effectively.

  http://safecare.publichealth.gsu.edu/

- The Health Department once again hosted the Senior Class from Newfield High School as part of the County's annual effort to introduce them to county employment opportunities. Staff from around the building guided tours and provided information on what we do and what career paths they took to get to county employment.

- Effective June 1st, I move from Vice President to President of the New York State Association of County Health Officials (NYSACHO)

  http://www.nysacho.org/i4a/pages/index.cfm?pageid=1

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Medical Director's Report
Board of Health
May 2016

Activities of the Previous Month:

- Moderated a meeting with representatives from the Southern Tier AIDS Program, Cornell University, Ithaca College, Tompkins County Public Health Department; the Tompkins County District Attorney; and a local community physician to discuss *The Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy*. Our ninety minute meeting was a productive one in which we fleshed out some questions that need further answers with regard to the plan in general and the major foci for the plan.
- Reviewed policies regarding human papillomavirus (HPV), 9-valent HPV vaccine, and changes in electronic prescribing in relationship to the Public Health Department's prescribing of medications.
- Attended a webinar conference dealing with Zika.
- Attended in service regarding use of Office 365 the new tool adopted by Tompkins County for email, calendars and much more.

Influenza: As of May 17th, we continue to see a downturn in influenza so it seems likely that we will avoid a resurgence of influenza such as we saw a year or two ago. This year has been unusual in that the upsurge in influenza occurred relatively late in the year and has continued a little bit later than the usual unimodal distribution would have it.

Jail Review: On May 17th, I conducted my quarterly audit of jail medical records.

Health Promotion Program

Theresa Lyczko, Director

Tobacco Control Program – Ted Schiele – Program/Evaluator

- Local licensing of tobacco products sold at retail: Met with Public Health Director and Environmental Health Director to discuss their views on a county law requiring a local license for all retailers who sell ATUPA-regulated products. Presented on local licensing to the Substance Abuse Subcommittee of the Mental Health Services Board.
- Ellis Hollow Road Apartments: Met with the property manager and presented results of the tenant survey on interest and support for a smoke-free apartment building (including all residences) conducted in March 2016. Also presented the results to regional management for property owner, Conifer Realty, and discussed via conference call. Survey results from 50 surveys out of 104 apartments: Strongly or somewhat favor a policy to ban smoking throughout the building: 78%. Strongly or somewhat favor a smoking ban on all property (with designated areas): 73%. Conifer Realty decided to not make any changes in the smoking policy for their properties.
- Tobacco-Free Ithaca College: Worked with IC student to draft a "bill" for the Student Government Association (SGA) that resolved to form a working group that would draft a revised, inclusive tobacco use policy that will establish IC as a tobacco-free campus, and define clear steps and a timeline for implementation. Bill failed to gain majority support in the SGA's April 4 meeting. Worked with the student to revise the bill based on objections from the SGA members. Bill re-introduced at May 2 meeting and passed, 6-2-1. Will continue to work with the student in the next academic year to carry out the resolution.
- Health Systems training: "Integrating Tobacco Use & Dependence Treatment into Clinical Practices," April 20. Susan Dunlop – Community Health Nurse also attended.

TCHD Participation and Support

- Collaborated with CHS staff on STI Media Campaign: Designed TCAT posters; coordinated production and display; developed radio commercial and coordinated production. Ted Schiele
- Attended staff satisfaction committee meeting, April 19. Susan Dunlop
- Presented healthy eating and physical activity strategies to TOPS (Take off Pounds Sensibly) group of 12 TCHD participants; coordinated by staff satisfaction committee, April 21. Susan Dunlop
- Attended Lead Poisoning and Prevention Committee, April 14. Theresa Lyczko
- Met with PH and EH directors on press release and website posting for interim lead report for Caroline and Enfield Schools; released to press, April 13. Theresa Lyczko
- Media – worked with new EH staff on rabies clinic press release; sent to media

- Media – Interview with WHCU on tick and mosquito borne illnesses (including ZIKA virus) in anticipation of warm weather, April 8. Theresa Lyczko
- Media – Responded to an inquiry from CNN on number of heroin overdoses in the City of Ithaca, April 13. Theresa Lyczko

Web site postings

- National Infant Immunization Week
- Meningococcal web page (new page)
- STI page updates
- Lead: updates for water issue
- ZIKA virus page updates

Community Health Assessment (CHA and Community Health Improvement Plan (CHIP)

- Southern Tier Population Health Improvement Plan (PHIP) Strategic Priority Event at HealthLinkNY, Binghamton - Stakeholder interview results and PHIP priorities breakouts. April 5. Ted Schiele, Theresa Lyczko
- New York Academy of Medicine (NYAM) phone satisfaction survey with NYAM evaluator on technical assistance they provided for NYSDOH's Advancing Prevention Project, April 11. Theresa Lyczko
- NYAM – final Advancing Prevention technical assistance interactive webinar – focus on CHIP/CHA progress and strategies, April 19. Susan Dunlop, Theresa Lyczko
- PHIP Steering Committee, Binghamton, April 26. Ted Schiele, Theresa Lyczko
- CHIP planning meetings with Health Planning Council, CMC, April 7, 21, and 27. Ted Schiele, Theresa Lyczko

Community Outreach

- Facilitated Diabetes Prevention Program (DPP) post core sessions to 5 participants, April 4 and 7 participants, April 19. Susan Dunlop
- Physician recruitment to increase provider referrals to DPP: Met with family medicine practice twice to discuss and promote DPP and to review requirements for DPP and introduce them to TCHD page on DPP for patient information, April 6, April 22. Provided physician referral packets and review of eligibility requirements at another provider, April 8. Susan Dunlop
- Provided a phone consult to Health-e-Connections, the health information exchange organization in Syracuse on the implementation of the DPP in Tompkins County, April 7. Susan Dunlop and Theresa Lyczko
- Attended Friends of Stewart Park Board meeting, and as secretary recorded and submitted minutes, April 12. Theresa Lyczko

Emergency Preparedness

- Met with Emergency Preparedness coordinator regarding infant and child medication administration at a Point of Dispensing (POD) event, April 7. Susan Dunlop

Meetings and Trainings

- Health Planning Council board meeting, April 11. Theresa Lyczko

- Community Coalition for Healthy Youth (CCHY): Planning committee for Town Hall event on underage drinking (September2016) and Forum on Prescription Drug Use among youth (in Trumansburg May 19). Ted Schiele
- "Blood Pressure Treatment Depends on Baseline in Diabetes," – Medscape – 0.25 CE, April 4. Susan Dunlop
- "Choose 600 – Helping Older People Order Fewer Calories at Fast Food Chains, "Albany School of Public Health, April 11. Susan Dunlop
- "Hiding in Plain Sight: Finding Patients with Undiagnosed Hypertension," 1.0 CE, Albany School of Public Health, April 12. Susan Dunlop
- "Vaccine Refusals Linked to Outbreaks of Preventable Diseases," 0.25 CE, April 19. Susan Dunlop

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Division for Community Health

May 24, 2016 Board of Health Meeting

Karen Bishop, Director of Community Health
April 2016 Report

Administration –

- Met with college health staff from Cornell University, Ithaca College and TC3 on April 12 to further discuss several infectious diseases that have potential public health concerns and their respective consequences to each campus. Presented a locally created draft disease guide listing how transmitted, how infectious, incubation period, isolation period, PPE for health care workers, recommended testing, and control measures for each disease. This document is being reviewed internally by the Communicable Disease team then will be shared with all three college health centers.
- Met with Cayuga Medical Center on April 13 to review rabies post-exposure treatment billing.
- Met with Sue Ellen Stuart, Director, Visiting Nurse Service on April 13 to review contract content and billing processes for our LHCSA home visits.
- Met with Liz Weisbrott, Director, Planned Parenthood of the Southern Finger Lakes on April 21 to review our QI findings, to discuss their responsive action steps to the findings and to discuss future optional services to include in our contract.
- Met bi-weekly with CHS managers to review program billing processes and concerns.
- Met weekly with Cathy Sinnott, WIC Director to review program and staff needs/issues.
- Attended the one hour NYSDOH webinar on Vaccine Preventable Diseases on April 14.
- Attended four-hour class as part of supervisor training series on April 18.
- Attended the one hour University of Albany School of Public Health webinar on Acute HIV Infection: New Frontiers for HIV Prevention on April 20.
- Participated on a one hour NYSDOH conference call on Zika Virus on April 22.
- Participated on a one hour conference call on April 29 with the internal Core team and the Core Solutions developer regarding Medical Orders.
- Successfully completed a five consecutive day LHCSA drill on the Health Commerce System in response to a fictitious weather emergency.

Statistical Reports –

- Division statistical reports – see attached reports.
- Communicable Disease statistical reports include monthly and year to date (not annual).

May 2016 BOH Report

Community Health Services

By Melissa Gatch, Supervising Community Health Nurse

CHS staffing-

- Community Health Services (CHS) will be mentoring Ms. Anna Calhoun, a SUNY Cortland senior majoring in Community Health. Ms. Calhoun will be with us from mid May through the end of August with a primary focus in our MOMS program.

Continuing Education-

- CHS staff attended several webinars sponsored by the NYSDOH and the CDC during April on the Zika Virus.
- CHN Nanette Scogin attended an April 6th conference in Dansville, New York on HIV Prevention, Hepatitis C, and STD's.
- Supervising Community Health Nurse Melissa Gatch and CHN's Deb Axtell, Karen LaCelle and Nanette Scogin attended an educational program on April 21 at the Lake Watch Inn on "Vaccine Hesitancy to Vaccine Confidence".

Lead Poisoning Prevention- (1 case) Lead nurse Gail Birnbaum is case managing 1 child with an elevated Blood Lead Levels. (BLL) The case summary is as follows:

- Case #1: Two year old with initial BLL 35.1 mcg/dL on 11/23/15. Previous BLL at one was 3.3 mcg/dL 9/3/14. Joint visit made with Environmental Health on 11/23/15. No obvious lead hazards identified at child's home which was built after 1978- home is a rental home. Education provided to parents on sources of lead, housecleaning methods and nutrition. Interview of parents revealed that child spends several days each week visiting both sets of grandparents who live nearby but not in Tompkins County- both are in older homes. Child is no longer in daycare but spent 6 weeks in a daycare. Referred two homes in outside county for lead testing- done 11/27/15. No lead hazards identified in either home except for one door in one home which is unavailable to the child. Daycare was assessed 12/1/15 and found no lead hazards. Paint sampling results using XRF analyzer in parents rental home found a kitchen door that leads to the upstairs bedroom positive for lead paint and in deteriorated condition. Report includes that the child spends a significant amount of time at this doorway/landing and was in contact with the door daily. The parents removed the door upon discovering this and provided cleaning of the floor. A "Notice and Demand" was issued by EH on December 8th to the landlord outlining steps to take to minimize further exposure. Repeat BLL on 11/27/15 30.9mcg/dL, 12/7/15 29.5 mcg/dL, 12/23/15 28.1mcg/dL and 1/13/16 22.2mcg/dL and 3/24/16 17.6 mcg/dL. Next BLL due in June. Plan: Keep case open to ensure repeat testing done and that BLL's continue to go down.

Communicable Disease-

- **Zika Virus:** To date, testing has been authorized for 14 Tompkins County residents. All traveled, or their partner traveled, to a country with reported Zika Virus. There has been one positive case reported to date who has fully recovered without complications.
- **Influenza:** The NYSDOH continues to categorize Influenza activity as geographically *widespread*; however, the state has indicated we are past our peak and are now seeing a downward trend. The state has reported 3 pediatric influenza associated deaths for the season; two were from down state, and one from Madison County.

- **Legionellosis:** 1 new case during April with medical history of COPD, pneumonia, obstructive sleep apnea, and oxygen use at home as well as home respiratory/nebulizer treatments. Antibiotics were initiated and after a 3-day hospital stay, patient was discharged to home. No source of infection has been identified to date.
- **HIV**: Positive result from a rapid HIV test during April. Blood specimen was collected and shipped to the state lab (Wadsworth) for confirmation. Referred client to Southern Tier Aids Program (STAP) for follow-up and care coordination.
- **Early Latent Syphilis**: One new early latent case during April. MSM reports anonymous partner. Received appropriate treatment. NYSDOH provided contact investigation and follow up. YTD we have seen 5 new cases, all unrelated. STI prevention media campaign will begin in May with local radio and bus ads.
- **Health Advisories and Informational Messages Blast Faxed to Providers:**
    - Weekly Influenza Surveillance
    - Zika Virus Webinar: An Update on Microcephaly for Healthcare Providers

Tuberculosis-

- No active cases.
- **Latent TB (LTBI):** There were **20** Tuberculin Screening Tests (TST) placed during the month of April. Nineteen were evaluated as negative. One person did not return for a reading.

Division for Community Health

PROGRAM Statistical Highlights for Board of Health - 2015

Community Health Services Clinical Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2016	Total 2015	Total 2014
Maternal Child / MOMS Services															
Client Caseload	118	111	115	109											
# of Client Admissions	22	20	25	18									85	295	321
# of Client Discharges	27	22	23	15									87	337	357
Maternal & Infant Clinic Visit	10	11	11	5									37	209	355
Maternal & Infant Home Visit	59	58	78	60									255	862	758
Total Home & Clinic Visits	69	69	89	65	0	0	0	0	0	0	0	0	292	1071	1113
On-Call (Weekend) Nursing Visits to Patients															
Maternal & Infant On Call Visits	0	0	0	0									0	0	0
Rabies On Call Vaccinations	0	0	0	0									0	28	37
TB DOT On Call Visits	0	0	0	0									0	9	11
Total # On-Call Visits	0	0	0	0	0	0	0	0	0	0	0	0	0	37	48
Total Home, Clinic, On-Call Visits	69	69	89	65	0	0	0	0	**0**	**0**	**0**	**0**	292	1161	1161
Childbirth Education															
# of Childbirth Education Classes	0	1	0	0									1	10	16
# of Childbirth Education Moms*	0	6	0	0									6	32	54

*** CBE** Total is duplicated count
DOT = Direct Observe Therapy Visits
MOMS = Medicaid Obstetrical and Maternal Services

Shaded areas indicate revisions from the previous report

Community Health Services Clinical Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2016	Total 2015	Total 2014
Immunizations (Reported to NYSIIS, Updates May Be Pending)															
# of Immunization Clients	34	18	23	28									103	429	319
# of Immunizations Administered	38	33	37	50									158	761	534
Children 0 thru 18 years, 364 days	19	11	13	18									61	319	423
Adults 19 years and older	15	7	10	10									42	205	111
# of Influenza Immunizations	10	2	2	6									20	579	917
Rabies Vaccination Program (Internal Data, Reporting to NYSIIS May Be Ongoing)															
Post-Exposure Clients	0	0	1	0									1	107	106
Post-Exposure Clinic Vaccinations	0	0	2	0									2	258	267
Tuberculosis Program															
Cumulative TB clients	1	1	0	0									0	2	4
Active TB Admissions	0	0	0	0									0	2	4
Active TB Discharges	0	0	1	0									1	4	2
TB Direct Observe Therapy Home Visits	7	7	3	0									17	274	269
# of Tuberculosis Screening Tests*	30	19	28	30									107	283	421
Anonymous HIV Counseling & Testing Clinics															
# of HIV Clinics - including Walk-Ins	10	9	12	11									42	109	99
# of Clients Counseled & Tested	4	11	11	14									40	91	96
HIV Positive Eliza & Western Bloc	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0
Women, Infants, Children Clinic															
Monthly New Enrollments	68	55	56	61									**240**	676	430
Total Participants Served	560	486	563	558									**2167**	6417	4889
Participants w/Active Checks	1322	1312	1327	1321									**1321**	1338	1386
Total Enrolled (summary is an Average)	1559	1563	1520	1516									**1540**	1564	1689
% No-Show	15.9%	16.1%	12.7%	12.9%											18.3%
% Active Participation	87.4%	87.5%	88.5%	88.1%											69.3%
% Caseload Target (FY15 Target = 1500)***	103.9%	104.2%	101.3%	101.1%											84.4%

123 Red numbers indicate preliminary data; subject to revision

** # of Immunizations administered may understate actual activity if Rabies activity updates to NYSIIS are pending

UA = Unavailable at this time

*** Caseload target changed from 2000 to 1500 effective 10/1/2015

HIV clients counseled & tested for 2015 corrected to 91 from 94. Three clients no showed for appointments and were erroneously included in clients served.

N.Y.S. Department of Health
Division of Epidemiology
Communicable Disease Monthly Report*, DATE: 02MAY16
Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS Month=April

	2016		2015		2014		2013		Ave (2013-2015)	
Disease	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**
AMEBIASIS	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	2	22.9	3	34.4	3	34.4	4	45.8	3	34.4
CRYPTOSPORIDIOSIS**	1	11.5	1	11.5	2	22.9	1	11.5	1	11.5
EHEC, SEROGROUP NON-O157	0	0.0	2	22.9	1	11.5	0	0.0	1	11.5
GIARDIASIS	2	22.9	0	0.0	1	11.5	1	11.5	1	11.5
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	11.5	1	11.5	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC	0	0.0	1	11.5	0	0.0	1	11.5	1	11.5
HEPATITIS C,ACUTE	0	0.0	1	11.5	0	0.0	0	0.0	0	0.0
HEPATITIS C,CHRONIC	3	34.4	11	126.1	8	91.7	10	114.6	10	114.6
INFLUENZA A, LAB CONFIRMED	28	320.9	2	22.9	7	80.2	5	57.3	5	57.3
INFLUENZA B, LAB CONFIRMED	36	412.6	10	114.6	13	149.0	18	206.3	14	160.5
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	0	0.0	0	0.0	1	11.5	0	0.0
LEGIONELLOSIS	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
LYME DISEASE** ****	2	22.9	0	0.0	0	0.0	2	22.9	1	11.5
MALARIA	0	0.0	1	11.5	0	0.0	0	0.0	0	0.0
SALMONELLOSIS	1	11.5	2	22.9	3	34.4	4	45.8	3	34.4
SHIGELLOSIS	1	11.5	0	0.0	1	11.5	0	0.0	0	0.0

	2016		2015		2014		2013		Ave (2013-2015)	
Disease	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**
STREP,GROUP A INVASIVE	0	0.0	0	0.0	1	11.5	0	0.0	0	0.0
STREP,GROUP B INVASIVE	0	0.0	1	11.5	1	11.5	0	0.0	1	11.5
STREP PNEUMONIAE,INVASIVE	2	22.9	0	0.0	1	11.5	2	22.9	1	11.5
TUBERCULOSIS***	0	0.0	1	11.5	2	22.9	0	0.0	1	11.5
VIBRIO - NON 01 CHOLERA	0	0.0	1	11.5	0	0.0	0	0.0	0	0.0
SYPHILIS TOTAL.....	1	11.5	0	0.0	1	11.5	0	0.0	0	0.0
- P&S SYPHILIS	0	0.0	0	0.0	1	11.5	0	0.0	0	0.0
- EARLY LATENT	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
GONORRHEA TOTAL.....	4	45.8	11	126.1	2	22.9	3	34.4	5	57.3
- GONORRHEA	4	45.8	11	126.1	2	22.9	3	34.4	5	57.3
CHLAMYDIA	35	401.2	25	286.6	29	332.4	30	343.9	28	320.9

*Based on month case created, or December for cases created in Jan/Feb of following year

**Confirmed and Probable cases counted; Campylobacter confirmed and suspect in 2013-2014

***Not official number

**** From 2013-2014,18 counties investigated a sample of positive laboratory results; 2015-2016, 25 counties sampled.

N.Y.S. Department of Health
Division of Epidemiology
Communicable Disease Monthly Report*, DATE: 02MAY16
Through April
Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS

	2016		2015		2014		2013		Ave (2013-2015)	
Disease	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**
AMEBIASIS	1	2.9	0	0.0	0	0.0	1	2.9	0	0.0
CAMPYLOBACTERIOSIS**	3	8.6	7	20.1	8	22.9	6	17.2	7	20.1
CRYPTOSPORIDIOSIS**	6	17.2	1	2.9	6	17.2	3	8.6	3	8.6
EHEC, SEROGROUP NON-O157	1	2.9	3	8.6	1	2.9	0	0.0	1	2.9
GIARDIASIS	2	5.7	3	8.6	3	8.6	2	5.7	3	8.6
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	2.9	1	2.9	0	0.0	0	0.0	0	0.0
HEPATITIS A	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
HEPATITIS B,CHRONIC	1	2.9	1	2.9	1	2.9	1	2.9	1	2.9
HEPATITIS C,ACUTE	0	0.0	1	2.9	2	5.7	0	0.0	1	2.9
HEPATITIS C,CHRONIC	22	63.0	29	83.1	37	106.0	23	65.9	30	86.0
INFLUENZA A, LAB CONFIRMED	328	939.9	286	819.6	167	478.6	86	246.4	180	515.8
INFLUENZA B, LAB CONFIRMED	54	154.7	58	166.2	21	60.2	59	169.1	46	131.8
INFLUENZA UNSPECIFIED, LAB CONFIRMED	2	5.7	0	0.0	0	0.0	1	2.9	0	0.0
LEGIONELLOSIS	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0
LYME DISEASE** ****	7	20.1	1	2.9	4	11.5	7	20.1	4	11.5
MALARIA	0	0.0	1	2.9	0	0.0	0	0.0	0	0.0

	2016		2015		2014		2013		Ave (2013-2015)	
Disease	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**	**Freq**	**Rate**
PERTUSSIS**	0	0.0	0	0.0	0	0.0	3	8.6	1	2.9
SALMONELLOSIS	3	8.6	5	14.3	3	8.6	5	14.3	4	11.5
SHIGELLOSIS	1	2.9	0	0.0	1	2.9	0	0.0	0	0.0
STREP,GROUP A INVASIVE	1	2.9	0	0.0	1	2.9	0	0.0	0	0.0
STREP,GROUP B INVASIVE	1	2.9	3	8.6	4	11.5	1	2.9	3	8.6
STREP,GROUP B INV,EARLY/LATE ONSET	0	0.0	0	0.0	1	2.9	1	2.9	1	2.9
STREP PNEUMONIAE,INVASIVE	4	11.5	2	5.7	1	2.9	5	14.3	3	8.6
TUBERCULOSIS***	0	0.0	1	2.9	2	5.7	0	0.0	1	2.9
VIBRIO - NON 01 CHOLERA	0	0.0	1	2.9	0	0.0	0	0.0	0	0.0
ZIKA VIRUS	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0
SYPHILIS TOTAL.....	5	14.3	2	5.7	2	5.7	0	0.0	1	2.9
- LATE LATENT	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0
- P&S SYPHILIS	2	5.7	2	5.7	2	5.7	0	0.0	1	2.9
- EARLY LATENT	2	5.7	0	0.0	0	0.0	0	0.0	0	0.0
GONORRHEA TOTAL.....	15	43.0	27	77.4	7	20.1	12	34.4	15	43.0
- GONORRHEA	15	43.0	27	77.4	7	20.1	12	34.4	15	43.0
CHLAMYDIA	122	349.6	108	309.5	96	275.1	88	252.2	97	278.0

*Based on month case created, or December for cases created in Jan/Feb of following year

**Confirmed and Probable cases counted; Campylobacter confirmed and suspect

***Not official number

**** From 2013-2014,18 counties investigated a sample of positive laboratory results; 2015-2016, 25 counties sampled.

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

Children with Special Care Needs Division — (607) 274-6644

Children with Special Care Needs Highlights

April 2016 Report

Staff Activities

CSCN Staffing

- CSCN welcomed Community Health Nurse Mary Gitlin to our Division on April 25th. Mary has begun her training as an Early Intervention Service Coordinator.

Committees

- Mary Ellen Meade attended the Head Start Advisory Committee Meeting
- Julie Smith attended the Autism Summit Meeting
- Margo Polikoff attended the Continuum of Care on Homeless
- Margo Polikoff attended the Cleft Palate Clinic for CSHCN
- Debbie Thomas and Margo Polikoff attended the Staff Satisfaction/Wellness Committee Meeting

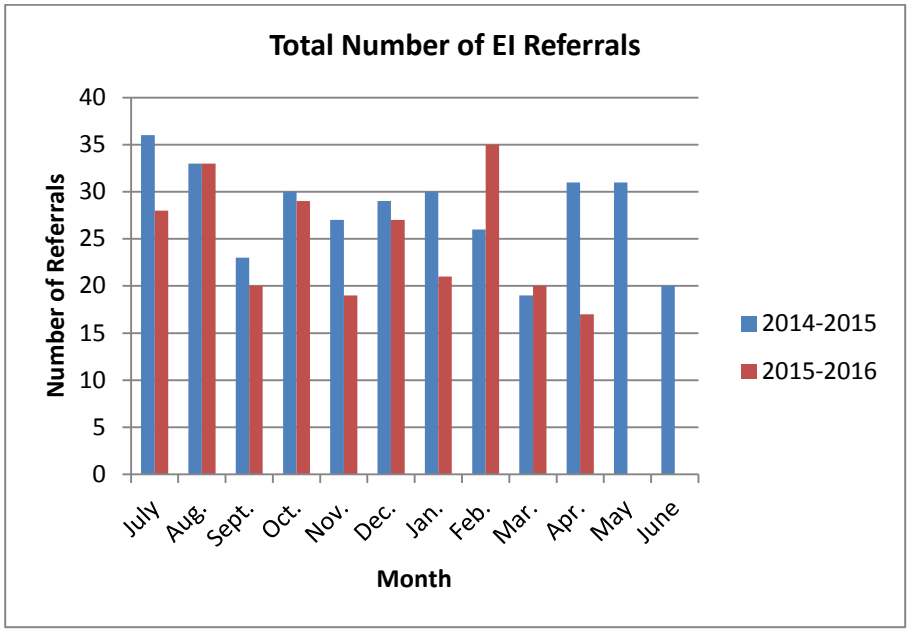
Staff Training

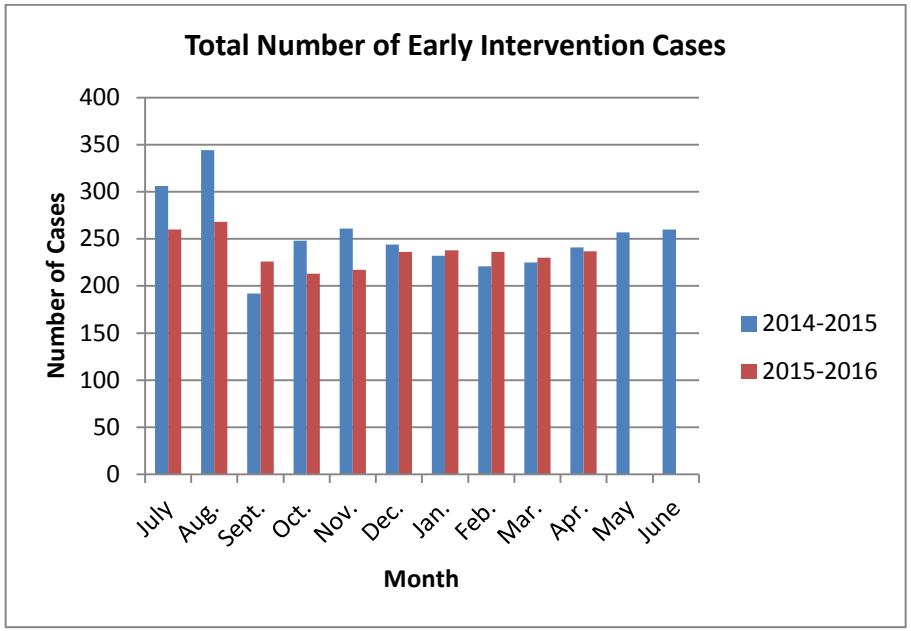
- Substance Abuse Training – attended by Mary Ellen Meade, Margo Polikoff, Diane Olden, and Debbie Thomas
- Microcephaly and Zika Virus Webinar – attended by Mary Gitlin, Mary Ellen Meade, Diane Olden and Debbie Thomas.
- Inclusive Programming for Children at SUNY Cortland – attended by Michele Card, Diane Olden, Margo Polikoff, and Julie Smith
- Presentation for Health Homes – attended by Mary Ellen Meade, Diane Olden, Margo Polikoff, Julie Smith, Debbie Thomas, and Barb Wright
- Mental Health Programs in Tompkins County attended by Mary Ellen Meade and Margo Polikoff

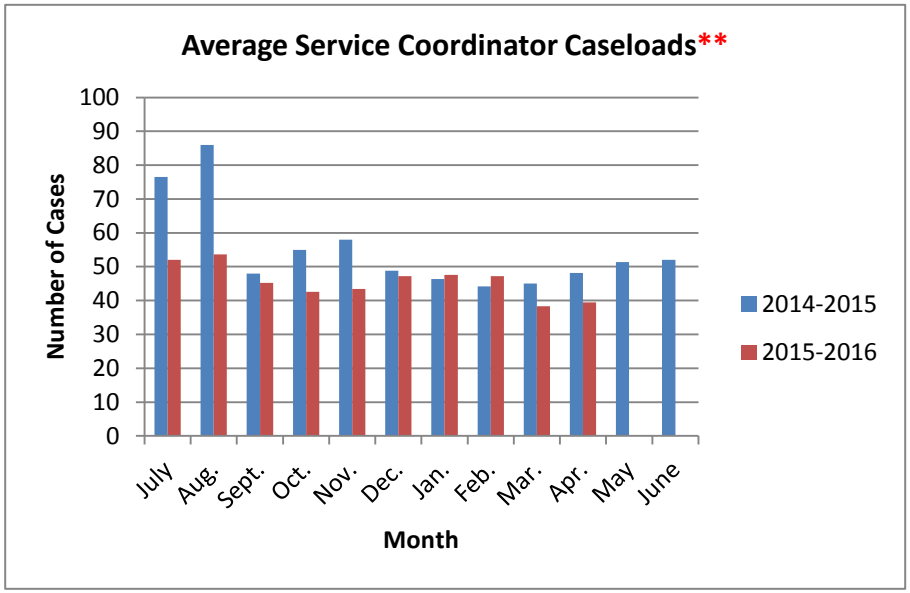
Division Managers

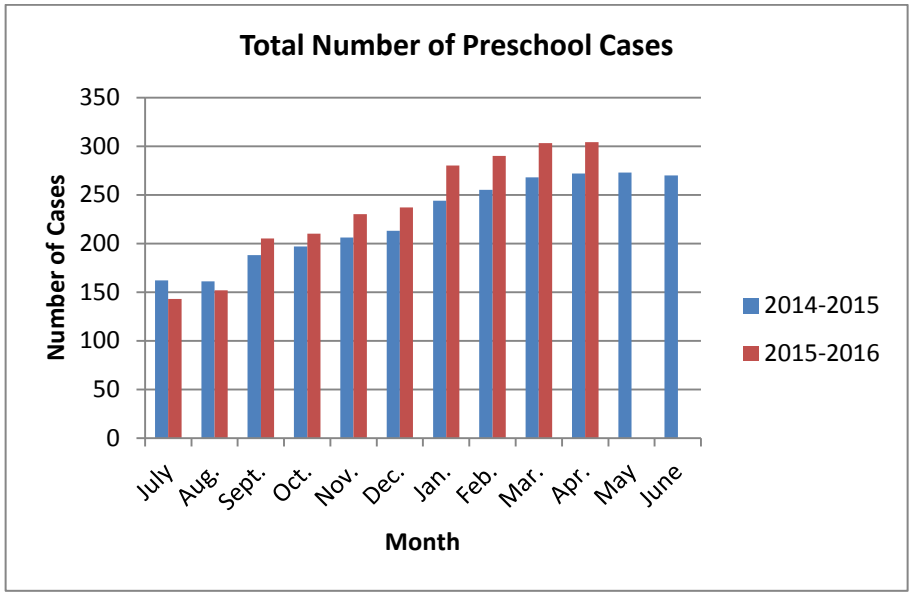
- CPSE Chairs Meeting attended by Debbie Thomas & Barb Wright
- Supervisor Training –Debbie Thomas attended two classes
- Early Childhood Development Council Meeting attended by Debbie Thomas
- Regional Early Childhood Committee in Penn Yan attended by Debbie Thomas
- Debbie Thomas and Barb Wright met with an interviewed three Therapists and one agency interested in providing services for Tompkins County EI & Preschool
- Debbie Thomas and Barb Wright met with EI Evaluation Agency
- Debbie Thomas and Barb Wright met with Transportation Contractor along with Frank Kruppa and Brenda Crosby.

Children with Special Care Needs
Statistics Based on Program School Year









****Beginning December 2014, the number of full-time Service Coordinators increased from 4 to 5, and beginning March 2016, the number of full-time Service Coordinators increased from 5 to 6.**

Children with Special Care Needs Division
Statistical Highlights 2016

EARLY INTERVENTION PROGRAM

Number of Program Referrals	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2016 Totals	2015 Totals
Initial Concern/reason for referral:														
-- DSS Founded Case	3	1	1	1									6	19
-- Gestational Age		1	1										2	3
-- Gestational Age & Hearing													0	0
-- Global Delays				1									1	6
-- Hearing													0	0
-- Physical													0	
-- Feeding	1	3	1	1									6	16
-- Feeding & Hearing													0	1
-- Feeding & Social Emotional		1											1	0
-- Gross Motor	5	7	3	4									19	58
-- Gross Motor & Feeding				1									1	2
-- Gross Motor & Fine Motor													0	2
-- Gross Motor & Social Emotional		1											1	0
-- Fine Motor													0	0
-- Social Emotional		1											1	10
-- Social Emotional & Adaptive													0	1
-- Speech	8	16	12	6									42	153
-- Speech & Adaptive													0	0
-- Speech & Cognitive													0	2
-- Speech & Feeding				1									1	2
-- Speech & Fine Motor													0	3
-- Speech & Hearing													0	0
-- Speech & Gross Motor		3											3	10
-- Speech & Sensory				1									1	2
-- Speech & Social Emotional	2		2										4	10
-- Adaptive													0	0
-- Adaptive/Feeding													0	0
-- Adaptive/Sensory													0	2
-- Vision													0	0
-- Qualifying Congenital / Medical Diagnosis	2			1									3	3
-- Child Find (At Risk)		1											1	8
Total Number of Early Intervention Referrals	**21**	**35**	**20**	**17**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**93**	**313**

Caseloads														
Total # of clients qualified and receiving svcs	201	187	200	218										
Total # of clients pending intake/qualification	37	49	30	19										
Total # qualified and pending	238	236	230	237	0	0	0	0	0	0	0	0		
Average # of Cases per Service Coordinator	47.6	47.2	38.3	39.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		

Children with Special Care Needs Division
Statistical Highlights 2016

EARLY INTERVENTION PROGRAM

Family/Client visits	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2016 Totals	2015 Totals
-- Intake visits	20	34	17	13									84	272
-- IFSP Meetings	42	27	49	40									158	523
-- Amendments	33	12	12	13									70	175
-- Core Evaluations	24	15	31	21									91	278
-- Supplemental Evaluations	4	3	10	6									23	66
-- DSS Visit	1	0	2	4									7	25
-- EIOD visits	9	1	9	3									22	79
-- Observation Visits	39	27	40	45									151	314
-- CPSE meetings	8	4	5	5									22	79
-- Program Visit	0	0	2	0									2	8
-- Family Training/Team Meetings	0	0	0	1									1	6
-- Transition meetings	18	4	8	5									35	92
-- Safe Care Visits	9	7	1	2									19	
-- Other Visits	2	0	0	0									2	24
IFSPs and Amendments														
# of Individualized Family Service Plans Completed	42	27	49	37									155	523
# of Amendments to IFSPs Completed	46	14	16	22									98	217

Services and Evaluations Pending & Completed														
Children with Services Pending														
-- Audiological	0	0	0	0										
-- Feeding	0	1	1	0										
-- Group Developmental Intervention	0	0	0	0										
-- Nutrition	0	0	0	0										
-- Occupational Therapy	3	3	5	6										
-- Physical Therapy	0	0	0	0										
-- Social Work	1	0	1	1										
-- Special Education	0	2	1	1										
-- Speech Therapy	5	13	11	10										
# of Supplemental Evaluations Pending	7	17	7	8										
Type:														
-- Audiological	4	7	2	1										
-- Developmental Pediatrician	0	1	0	4										
-- Diagnostic Psychological	1	1	1	1										
-- Feeding	1	2	1	0										
-- Physical Therapy	0	0	1	1										
-- Speech	1	2	1	0										
-- Occupational Therapy	0	4	1	1										
-- Vision	0	0	0	0										
-- Other	0	0	0	0										

Children with Special Care Needs Division
Statistical Highlights 2016

EARLY INTERVENTION PROGRAM

Services and Evaluations Pending & Completed (continued)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2016 Totals	2015 Totals
# of Supplemental Evaluations Completed	4	3	11	7									25	98
Type:														
-- Audiological	0	2	5	0									7	13
-- Diagnostic Psychological	0	0	0	0									0	9
-- Developmental Pediatrician	0	0	0	1									1	2
-- Feeding	0	0	2	1									3	9
-- Occupational Therapy	3	1	2	3									9	39
-- Physical Therapy	0	0	0	0									0	7
-- Speech Therapy	1	0	2	2									5	19
-- Vision	0	0	0	0									0	0
-- Other	0	0	0	0									0	0
Diagnosed Conditions														
Autism Spectrum														
-- Children currently diagnosed:	3	3	3	4										
-- Children currently suspect:	16	15	18	19										
Children with 'Other' Diagnosis														
-- Arthrogryposis	1	1	1	1										
-- Brain Anomalies	2	2	2	1										
-- Bronchopulmonary Displasia (BPD)	2	3	2	1										
-- Cardiac Anonomly	1	2	1	3										
-- Cerebral Palsy (CP)	2	1	2	3										
-- Chromosome Abnormality	2	1	1	1										
-- Cleft Lip/Palate	2	3	3	3										
-- Congenital Scoliosis	1	1	0	1										
-- Cystic Hygroma	0	1	1	1										
-- Down Syndrome	2	2	2	4										
-- Erb's Palsy	1	0		0										
-- Exotropia	0	0	0	1										
-- Failure to Thrive	1	0	1	1										
-- Feeding Difficulties	2	3	1	16										
-- Hearing Loss	2	3	3	5										
-- Hydrocephalus	1	0	1	0										
-- Hydronephrosis	1	1	1	1										
-- Hypotonia	1	1	0	6										
-- Macrocephaly	1	1	0	0										
-- Microcephaly	0	0	0	1										
-- Pierre Robin Syndrome	1	1	1	0										
-- Plagiocephaly	1	1	0	1										
-- Prematurity	20	16	15	25										
-- Reflux	0	0	0	3										
-- Sleep Apnea	0	0	0	1										
-- Spina Bifida	1	1	1	1										
-- Torticollis	3	2	3	7										

Children with Special Care Needs Division
Statistical Highlights 2016

EARLY INTERVENTION PROGRAM

Early Intervention Discharges														
-- To CPSE	21	2	0	1									24	78
-- Aged out	2	1	1	0									4	12
-- Declined	1	1	3	3									8	22
-- Skilled out	0	3	1	6									10	44
-- Moved	1	0	2	2									5	31
-- Not Eligible	4	9	6	11									30	92
-- Other	0	4	1	3									8	9
Total Number of Discharges	29	20	14	26	0	0	0	0	0	0	0	0	89	288
Child Find														
Total # of Referrals	0	1	0	0									1	15
Total # of Children in Child Find	12	13	12	12										
Total # Transferred to Early Intervention	1	0	1	0									2	3
Total # of Discharges	3	0	0	0									3	6

Children with Special Care Needs Division
Statistical Highlights 2016

PRESCHOOL SPECIAL EDUCATION PROGRAM

Clients Qualified and Receiving Services	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2016 Totals	2015 Totals
Children per School District														
-- Ithaca	154	162	165	162										
-- Dryden	38	40	41	45										
-- Lansing	30	30	31	31										
-- Newfield	22	23	29	31										
-- Groton	26	25	23	23										
-- Trumansburg	6	6	10	8										
-- Spencer VanEtten	1	1	1	1										
-- Newark Valley	0	0	0	0										
-- Odessa-Montour	1	1	1	1										
-- Candor	0	0	0	1										
-- Moravia	1	1	1	0										
-- Cortland	1	1	1	1										
Total # of Qualified and Receiving Services	**280**	**290**	**303**	**304**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		

Services Provided	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals	Totals
Services Received by Discipline														
-- Speech Therapy (individual)	174	179	185	184										
-- Speech Therapy (group)	5	11	12	11										
-- Occupational Therapy (individual)	60	64	66	68										
-- Occupational Therapy (group)	1	1	3	2										
-- Physical Therapy (individual)	32	32	33	34										
-- Physical Therapy (group)	2	2	2	2										
-- Transportation														
-- Birnie Bus	25	24	25	25										
-- Ithaca City School District	43	43	43	43										
-- Parent	1	1	2	2										
-- Service Coordination	33	34	33	33										
-- Counseling	49	51	55	54										
-- 1:1 (Tuition Program) Aide	7	7	8	9										
-- Special Education Itinerate Teacher	20	19	28	25										
-- Parent Counseling	19	21	22	21										
-- Program Aide	3	3	3	3										
-- Teaching Assistant	5	5	5	5										
-- Psychological Services	0	0	0	0										
-- ASL Interpreter	0	0	0	0										
-- Audiological Services	2	2	2	1										
-- Teacher of the Deaf	1	1	1	1										
-- Auditory Verbal Therapy	0	0	0	0										
-- Teacher of the Visually Impaired	0	0	0	0										
-- Nutrition	1	1	1	1										
-- Assistive Technology Services	1	2	3	5										
-- Skilled Nursing	2	2	2	3										
-- Vision	1	1	1	1										
Total # of children rcvg. home based related svcs.	**211**	**221**	**233**	**234**										

Children with Special Care Needs Division
Statistical Highlights 2016

PRESCHOOL SPECIAL EDUCATION PROGRAM

Number of Children Served Per School District Attending Tuition Based Programs	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2016 Totals	2015 Totals
-- Ithaca	43	44	44	44										
-- Cortland	1	1	1	1										
-- Dryden	10	9	9	9										
-- Groton	4	4	4	4										
-- Lansing	6	6	6	6										
-- Newfield	4	4	4	4										
-- Trumansburg	0	0	1	1										
-- Odessa-Montour	0	0	0	0										
-- Spencer VanEtten	0	0	0	0										
-- Moravia	1	1	1	1										
-- # attending Franziska Racker Centers	39	37	38	37										
-- # attending Ithaca City School District	30	32	32	33										
Total # attending Special Ed Integrated Tuition Progr.	**69**	**69**	**70**	**70**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		

Municipal Representation Committee on Preschool Special Education														
-- Ithaca	1												1	42
-- Dryden													0	18
-- Groton			1										1	0
-- Lansing													0	3
-- Newark Valley													0	0
-- Newfield	5												5	4
-- Odessa													0	0
--Trumansburg													0	3

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

Frank Kruppa
Public Health Director
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Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
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ENVIRONMENTAL HEALTH HIGHLIGHTS
April 2016

Outreach and Division News

Lead in Drinking Water at Schools: The EH Division continued weekly meetings with the Ithaca City School District (ICSD) and also continued working closely with NYSDOH on this situation. The ICSD issued a request for proposal and conducted interviews for a consultant to assist with their lead problem. Other activities were generally on hold until the consultant is on board.

Several other school districts have conducted sampling. Elevated lead results were limited to a few fixtures at BOCES, Trumansburg, and Dryden based on current sampling. Groton School District had a number of exceedances and is planning a second round of samples. We discouraged sampling while the students were on break but expect the second round to be completed in the next few weeks.

ITS Building Permit and Code Enforcement Meeting: Tompkins County ITS hosted a meeting with several Building, Planning and Code Enforcement representatives from various Tompkins County municipalities on April 28. The purpose of the meeting was to provide information on Accela for municipalities that are involved in a shared-services grant proposal. Liz Cameron and Katy Prince (ITS) presented the Accela program for our Onsite Wastewater Treatment System program – both the office and public portals. The Dryden CEO, Kevin Ezell, discussed the version of Accela they are using for their building permits. Grant awards are expected near the end of May.

Coalition for Safe Medication Disposal: A medicine disposal collection event was held in Slaterville Springs on April 30, 2016. There were 74 participants and a total of 148.75 pounds of unwanted medication was collected for safe disposal during the event.

Training:

On April 4th, Pat Jebbett attended the quarterly radon meeting at Cortland CAPCO.

On April 20, Pat Jebbett and Samantha Hillson participated in the smoking cessation workshop at the Health Department.

On April 28, Liz Cameron attended Pipeline Emergency Response and Damage Prevention training at the Ramada Inn. The training was hosted by Paradigm Liason Services and the presenters were former first responders.

On April 29, Samantha Hillson attended CPR training at the Health Department.

Rabies Control Program

There were no confirmed cases of rabies in Tompkins County during April 2016. Cayuga County had two confirmed positive cases in livestock, with one case resulting in post exposure treatment for Tompkins County residents. Cortland County also had a confirmed positive in a raccoon. Three lapsed or unvaccinated cats were euthanized and submitted for testing, with two showing neurologic signs.

Since these counties border Tompkins, it highlights the need to avoid contact with wild animals and to keep pets vaccinated against rabies.

Spring Rabies Clinics are scheduled to be held in May in the Towns of Lansing, Danby, Dryden, Enfield and Ithaca.

Key Data Overview				
	This Month	**YTD 2016**	**YTD 2015**	**TOTAL 2015**
Bites[1]	11	49	55	230
Non Bites[2]	3	4	1	72
Referrals to Other Counties	5	10	10	26
Submissions to the Rabies Lab	9	40	39	207
Human Post-Ex Treatments	0	1	7	93
Unvaccinated Pets 6-Month Quarantined[3]	0	1	2	2
Unvaccinated Pets Destroyed[4]	3	4	0	1
Rabid Animals (Laboratory Confirmed)	0	2	3	13

[1]"Bites" include all reported bites inflicted by mammals and any other wounds received while saliva is present.
[2]"Non-bites" include human exposures to saliva of potentially rabid animals. This also includes bats in rooms with sleeping people or young children where the bat was unavailable for testing.
[3]When an otherwise healthy, unvaccinated pet has contact with a rabid animal, or suspect rabid animal, that pet must be quarantined for 6 months or euthanized. Quarantine must occur in a TCHD-approved facility (such as a kennel) at the owner's expense. If the pet is still healthy at the end of 6 months, the exposure did not result in rabies and the pet is released.
[4] Pets must be euthanized if they are unvaccinated and have been in contact with a rabid or suspect rabid animal and begin to display signs consistent with rabies. Alternatively, a pet is euthanized if a prescribed 6-month quarantine cannot be performed or the owners elect euthanasia instead of quarantine.

Reports by Animal Type												
	Bites				**Animals sent to the NYS Rabies Laboratory**				**Rabid Animals**			
	Mo	**YTD 2016**	**YTD 2015**	**Total 2015**	**By TCHD**	**By Cornell**	**Totals Mo**	**Totals YTD**	**Mo**	**YTD 2016**	**YTD 2015**	**Total 2015**
Cat	4	17	16	96	3	0	3	7	0	0	0	1
Dog	7	38	38	125	0	0	0	2	0	0	0	0
Cattle	0	0	0	0	0	0	0	0	0	0	0	0
Horse/Mule	0	0	0	0	0	0	0	0	0	0	0	0
Sheep/Goat	0	0	0	0	0	0	0	1	0	0	0	0
Domestic	0	1	1	2	0	0	0	2	0	0	0	0
Raccoon	0	0	0	2	1	0	1	3	0	1	2	3
Bats	0	0	0	3	4	0	4	19	0	0	0	7
Skunks	0	0	0	0	0	0	0	1	0	1	0	0
Foxes	0	0	0	0	0	0	0	1	0	0	0	1
Other Wild	0	3	0	2	0	1	1	6	0	0	0	1
Totals	**11**	**59**	**55**	**230**	**8**	**1**	**9**	**42**	**0**	**2**	**3**	**13**

Food Program

The results of food service establishment inspections conducted in Tompkins County can be viewed directly on the Environmental Health website (http://www.tompkinscountyny.gov/health/eh/food/index). Inspections can be sorted to meet the needs of the viewer (by facility, date, etc.) by clicking on the column heading of interest. This is a valuable tool for easily providing information to the public.

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:

Casablanca Mediterranean Cuisine & Pizzeria, C-Ithaca
Casper's, V-Groton
Coalyard Café, T-Ithaca
Coltivare, C-Ithaca
Denny's, C-Ithaca
Dunkin Donuts – Collegetown, C-Ithaca
Farrell's, V-Groton
Five Guys Burgers, C-Ithaca
Franziska Racker Center, T-Ithaca
George Jr. Republic Ewald Dining, T-Dryden
Hazelnut Kitchen, V-Trumansburg
Hotel Ithaca – Max's Cafe, C-Ithaca
ICSD-Ithaca High School, C-Ithaca
Just a Taste Wine & Tapas Bar, C-Ithaca
Maxie's Supper Club & Oyster Bar, C-Ithaca
Sal's Pizzeria, C-Ithaca
Seneca Place Food Service / Kilpatricks, C-Ithaca
Smart Yogurt, C-Ithaca
Star Truck, Throughout Tompkins
Statler Hotel – Banfi's, C-Ithaca
Statler Hotel – Regents Lounge, C-Ithaca
Stella's Barn Restaurant and Gift Shoppe, T-Newfield
Subway #22428, C-Ithaca
ZaZa's Cucina, C-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.

No HAACP inspections were conducted this month.

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:

Collegetown Bagels-East Hill, T-Ithaca
Hal's Delicatessen, C-Ithaca
IC-Towers Dining, T-Ithaca
Italian Carryout, T-Ithaca
Ithaca Courtyard, V-Lansing
New Delhi Diamond's, C-Ithaca
Taste of Thai, C-Ithaca
Trip Hotel Ithaca, V-Lansing

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:

Subway – Collegetown, C-Ithaca
Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in a cold holding unit was observed to be at 52°F. The product was discarded during the inspection.

Statler Hotel – Terrace Dining, C-Ithaca
Potentially hazardous foods were not kept at or below 45°f during cold holding. Products available for service in a grab and go cooler were observed to be at 49-51°F. The products were removed from service and rapidly chilled to 45°F or less before use.

Spring Buffet, C-Ithaca
Cooked or prepared foods were subjected to cross-contamination from raw foods. Storage was rearranged during the inspection.

Subway #16-098, V-Lansing
Accurate thermometers were not available to evaluate potentially hazardous food temperatures during cooking, cooling, reheating and holding.

Temporary Food Service Operation Permits *are issued for single events at one location. The Food Protection Program* ***issued 65 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:

Alpha Zeta – Spring Cornell Ag Day, C-Ithaca
Asia Business Association – Asia Night, C-Ithaca
The Black Women Support Network – Overnight Celebrity, C-Ithaca
Cornell Africana Lecture Speaker Series, C-Ithaca
Cornell Bhangra – Pao Bhangra XV – The Bhangra Olympics, C-Ithaca
Cornell Vietnamese Association – Café Saigon Xuan, C-Ithaca
CU College Against Cancer – Relay for Life, C-Ithaca
CU Project Hope Night, C-Ithaca
Dryden Senior All Night Extravaganza, V-Dryden
Finger Lakes Reuse Grand Opening, C-Ithaca
Girl Scouts of NYPENN – Newfield Troop Chicken BBQ, V-Newfield
Korean Student Association – Korean Culture Night, C-Ithaca
Lake Country Horsemen, V-Trumansburg
Lambda Pi Chi Sorority – 10 Years of Hemandad, Community & Leadership Alliance, C-Ithaca
Lansing SADD Chicken BBQ, V-Lansing
McLean Community Church Craft Show, V-Dryden
McLean Community Council – Scholarship Barbecue, T-Groton
The Nigerian Students Association – Africa Ball, C-Ithaca
Paws for Thought Canine Event Center – Dog Agility Trials, T-Groton
Sigma Alpha – Art of Agriculture Day, C-Ithaca
Society for India Spring Formal, C-Ithaca
Trumansburg Rotary Club, V-Trumansburg

Critical Violations were found at the following establishments:

Cornell Filipino Association – Philippine Culture Night, C-Ithaca

Potentially hazardous foods were held at improper temperatures. Product was observed on a counter at room temperature. The product was moved to refrigerated storage during the inspection.

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:

Auntie Anne's Pretzels, V-Lansing
Texas Roadhouse, C-Ithaca

Plans Approved:

Due Amici, C-Ithaca

New Permits Issued:

Frozen Moments, Throughout Tompkins
Hope's Events & Catering, V-Cayuga Heights
Om Nom Nomlettes/That's Crepe!, Throughout Tompkins
Texas Roadhouse, C-Ithaca

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

Engineering Plans Approved

- Camp Comstock, Baliwick Building, 320 gpd sewage system, Ulysses-T
- Triphammer Terrace Water main extension, Lansing-T

One plan for cross-connection control to protect municipal water systems from hazardous connections were approved this month.

Problem Alerts/Emergency Responses

- A Boil Water Order for the John Joseph Inn was issued on March 4, 2016, due to a positive E. Coli sample result collected during quarterly sampling. Resampling of the distribution system was performed by John Joseph Inn on March 29, 2016, the results were satisfactory, however raw water samples were not collected. Raw water sampling was performed by TCHD and Well #1 tested positive for Total Coliform. Well #1 was taken out of service and a distribution sample was collected on April 14, 2016, and was satisfactory. The Boil Water Order was released following the satisfactory sample. Well #1 must remain out of service until it is shock disinfected and a satisfactory sample is collected. TCHD will continue to monitor the treatment system.

Healthy Neighborhoods Program

HEALTHY NEIGHBORHOODS PROGRAM	MONTH	YTD 2016	YTD 2015	Total 2015*
# of Initial Home Visits	16	84	106	406
# of Revisits	14	48	53	141
# of Asthma Homes (initial)	1	11	17	71
# of Homes Approached	0	147	161	888

***Covers the calendar year (January through December)**

Updates:

- Samantha Hillson returned from maternity leave on April 4, 2016. She is currently working part-time for the Healthy Neighborhoods Program.
- The 2015-16 grant year annual report and cost benefit analysis was submitted. The cost benefit analysis is attached to this report.

Outreach

- On April 13, Pat conducted outreach for HNP at Salvation Army. Twelve were reached and 3 signed up for visits.
- On April 18, Samantha distributed flyers and posters to the Greater Ithaca Activities Center and Calvary Baptist Church.
- On April 29, Samantha made a connection with 911 Dispatch during CPR training and HNP flyers were given to Dispatch.

Childhood Lead Program

CHILDHOOD LEAD PROGRAM	MONTH	YTD 2016	YTD 2015	TOTAL 2015
A: Active Cases (total referrals):				
A1: # of Children w/ BLL>19.9ug/dl	0	0	0	1
A2: # of Children w/ BLL 10-19.9ug/dl	0	0	1	3
B: Total Environmental Inspections:				
B1: Due to A1	0	0	0	1
B2: Due to A2	0	0	2	4
C: Hazards Found:				
C1: Due to B1	0	0	0	1
C2: Due to B2	0	0	2	4
D: Abatements Completed:	0	0	1	2
E: Environmental Lead Assessment Sent:	0	0	1	4
F: Interim Controls Completed:	0	0	0	0
G: Complaints/Service Requests (w/o medical referral):	15	67	21	61
H: Samples Collected for Lab Analysis:				
- Paint	0	0	1	1
- Drinking Water	0	0	0	1
- Soil	0	0	1	2
- XRF	0	0	1	3
- Dust Wipes	0	0	2	4
- Other	0	0	0	0

Summary of Open BOH Enforcement Actions:

Date of BOH Action	Facility	Owner/ Operator	Basis for Action	Penalty Assessed	Next BOH Order Deadline	Status
4/26/16	Pete's Grocery & Deli	Tim Ciaschi	Tobacco Sale to Minor	$500	Penalty Payment due 6/15/16.	Awaiting Payment and Monitoring Compliance.
4/26/16	Country Inn & Suites	Jay Bramhandkar	Repeat Critical Violations	$800	Penalty Payment due 6/15/16.	Awaiting Payment and Monitoring Compliance
9/22/15	GrassRoots World Café	Lissa Farrell	Repeat Critical Violations	$400	Penalty Payment received.	Monitoring Compliance
12/10/13	Ulysses WD #3	Town of Ulysses	Public Water System Violations – Disinfection Byproducts	N/A	Revised Resolution being drafted by TCHD to incorporate schedule of deadlines for compliance as required by original Resolution.	Monitoring Compliance
12/11/12	Village of Dryden PWS	Village of Dryden	Public Water System Violations – Arsenic and Storage Tank Replacement	N/A	Submit Prelim Plans for the Jay Street Well and Lee Road Reservoir by 8/15/16.	Monitoring Compliance

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Tompkins County Health Department
Healthy Neighborhoods Program
FFY 2015-16 Programs Costs and Selected Benefits

The cost benefit analysis is based on initial visits made by the Tompkins County Health Department's Healthy Neighborhoods Program staff only. Visits made by other agencies are not included in our calculations, but substantially increase the benefits of the program.

Cost – Personnel/Operating/Material	
$183,894	Actual expenditures for the grant year
minus $2973	Office Supplies, Telephone, Postage
minus $3443	Travel/Training
minus $5012	Keyboard Specialist Salary
minus $6440	50% of Senior PH Sanitarian Salary for Program Administration
minus $6174	Salary Fringe for Admin. Staff
subtotal $24,042	Direct costs unrelated to initial visits
Equals $159,852	
	$159,852 divided by 401 initial visits
Average Cost **$398 / initial visit**	

A cost/benefit analysis based on initial visits conducted by the HNP staff during FFY 2015-16:

$183,894 funding provided by NYSDOH (claimed amount)
- $24,042 administration cost (13.2%)
$159,852 total funding used for initial home visits

401 dwellings visited - initial interviews were conducted
137 revisits performed

$159,852 divided by 401 initial visits = $398 (average cost of an initial visit made by our program staff)

For the $398 expense per visit, residents received several if not all of the below listed services and products during the home visit:

- A thorough environmental assessment of the home and referrals as needed.
- Smoke detectors are checked with replacements or batteries installed as needed.
- Improperly vented combustion sources are discussed for correction with residents.
- Escape routes were questioned and/or checked.
- Safety plugs for outlets are provided for families with small children.
- Carbon monoxide levels are checked and detectors are distributed as necessary.
- Potential sources of carbon monoxide are identified and corrected if possible or addressed with owners.

- Children 12-72 months old are checked to determine if they are up to date with lead screenings.
- Households are checked for lead paint using swabs.
- Lead poisoning prevention education is provided to parents and appropriate individuals.
- Buckets, cleaning supplies, and educational materials are supplied to parents with small children.
- Door knob locks and socket protectors are supplied to parents with small children.
- Asthma triggers are discussed and identified, asthma education is provided.
- Hypoallergenic pillow cases are supplied to parents of children with asthma.
- Power strips are supplied to houses with extensive use of extension cords.
- Packets of educational materials are reviewed with residents - poison control stickers, etc. are included in the packets.
- Bathtub strips, roach traps, fire extinguishers, batteries mousetraps, copper mesh (to cover rodent entry areas) and other items were supplied as needed.
- Referrals were made to other agencies and organizations as appropriate.
- Tobacco cessation programs and information are provided when appropriate.
- Radon detectors are provided to households that are susceptible.

In addition to the selected benefit costs compiled by the NYSDOH Healthy Neighborhoods Program, additional potential savings specific to our program are noted below:

Carbon monoxide poisoning prevention – Based on the average occupancy of 2.2 individuals in each home visited, our program potentially averted several carbon monoxide poisonings. The minimum cost for the use of a room in the emergency room at Cayuga Medical Center Medical Center is $450.00 and the minimum charge for an Emergency Department physician at the hospital is $350.00: at an absolute minimum of $800.00 per visit. A total of 220 CO detectors were provided at visits and re-visits. Educational material was reviewed and given to all households. There were two documented cases of gas leaks in homes causing adverse health effects to the occupants. HNP intervention resulted in correction prior to the problem escalating to a more serious outcome. In such cases, a $398 cost of an initial visit results in over $2,000 in savings if the residents of the home had to be treated at the ER.

Fire prevention - Of the dwellings where smoke detectors were assessed, 304 smoke detectors were distributed. Replacement batteries were also provided to residents as needed. At this rate, 100% of the homes we visited had smoke detector deficiencies corrected. We can only imagine the number of fires that we have prevented by supplying the residents with adequate fire prevention in the form of batteries and working detectors. Home fires are costly to the residents and the community and dangerous for residents and firefighters. Also, 302 households received fire extinguishers and 67 households were given power strips where dangerous overuse of extension cords were noted. Educational material was reviewed and given to all households, including a brochure about EDITH. One fire extinguisher provided by our program was used to suppress a kitchen fire. In this case, the $398 cost of an initial visit, resulted in a savings of $10,000-$30,000 of rebuilding costs had the fire destroyed the entire kitchen.

Asthma – Our data shows 89 initial visits had at least one person identified as having asthma. In general, our revisit statistics are showing a reduction of over 50% in reduction of asthma attacks in the past 3 months when compared to initial visits. 34 people (adults & children) reported an attack in the past 3 months during the grant year compared to 19 during revisits. In addition, we are aware of at least two asthmatics that reported 2 trips to the ER and 5 trips to the doctor's office during an initial visit and at the revisit reported 0 trips to the doctor's office or ER. Blank asthma management plans were reviewed and given to 16 households. 128 Hypoallergenic pillow cases and 46 mattress covers were distributed to households with at least one asthmatic. Asthma trigger educational material was reviewed and given to all households with at least one person with asthma.

There were two different cases of asthmatics where during revisits we could link at least a reduction of 2 ER visits as a result of our intervention. This is a benefit of over $1,600, based on average cost $800 per visit. In addition, our statistics from revisits are showing lower rates of attacks by more than 50%. The benefits of this intervention result in less time lost at work/school, reduced visits to doctors' offices, reduction in medication. The $398 average cost of an initial HNP intervention can result in well over a $1000 in savings to an asthmatic receiving our products and education.

Lead poisoning prevention – In Tompkins County, the Health Department has a robust childhood blood lead level program that monitors blood lead levels in all children between the ages of 1 year and 5 years & 11 months. All children's testing records were discussed with parents to assure they are up-to-date. In FFY 2015-16 we had 7 referrals from the TCHD Lead Program for families who were concerned about possible lead hazards in the home and/or a child had an elevated blood lead level under the threshold of 10 ug/dL. Educational material was reviewed and given to 27 households where lead paint swabs were used and tested positive.

A 2009 study suggested that over $17,000 of lifetime earning is lost for each IQ point reduced. Special Ed costs over $14,000 per year. The identification of lead in the home of a child by HNP staff has the potential to provide a huge return on investment when the average cost of an initial visit $398.

Radon – As part of our program, we distributed 38 radon kits to homes. If an elevated level was reported from the test results, information about radon and mitigation systems was provided. Several residents have chosen to have mitigation systems installed. With this remediation, it is hoped that lung cancer and other negative health impacts will be prevented. Initial cost of treating lung cancer patient is in excess of $60,000.

Other cost saving efforts - Referrals to other agencies who can intervene and assist the residents before greater and costlier services are needed are often made. Residents have been directed to agencies including those that provide food, clothing, fuel assistance, code enforcement officers, weatherization, utility company, Environmental Health programs and aid to senior citizens.

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CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 5, 2016

Terry Terry
Best Western University Inn
1020 Ellis Hollow Road
Ithaca, NY 14850

Re: Tompkins County Board of Health Draft Resolution # EH-ENF-16-0007
Best Western University Inn, Temporary Residence Food Service Establishment, T-Ithaca

Dear Ms. Terry:

Thank you for signing the Stipulation Agreement on April 21, 2016, for Best Western University Inn's Food Service operation.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 24, 2016**. You or a representative has the right to speak to the Board for a few minutes prior to them taking action. If you wish to speak to the Board, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,

C. Elizabeth Cameron

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

Enclosures – Draft Resolution, Stipulation Agreement and Orders, Case Summary and Request for Leniency

pc: F:\EH\TEMPORARY RESIDENCE (TR)\Facilities (TR-4)\Best Western\Enforcement-Legal\ENF-16-0007\Draft Resolution 16-0007.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
CEO T-Ithaca; Supervisor T-Ithaca; Peter Stein; TC Legislature; TCHD: Frank Kruppa, Public Health Director; Elizabeth Cameron, P.E., Director of Environmental Health; Kristee Morgan; Anne Wildman; Skip Parr; Brenda Coyle
scan: Signed copy to Accela

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DRAFT RESOLUTION # EH-ENF-16-0007 FOR

Best Western University Inn
Southern Tier Hospitality, LLC., Terry Terry, Owner/Operator
1020 Ellis Hollow Road, T-Ithaca
Ithaca, NY 14850

Whereas, the owner/operator of a Temporary Residence Food Service Establishment must comply with the regulations established under Subparts 7-1 and 14-1 of the New York State Sanitary Code; **and**

Whereas, on February 4, 2016, and March 10, 2016, the Tompkins County Health Department observed critical violations which included failure to store potentially hazardous foods under refrigeration except during necessary preparation. Hard boiled eggs and single-serve cream cheese were observed on a self-service counter at temperatures between 50 and 57°F; **and**

Whereas, Terry Terry, Operator, signed a Stipulation Agreement with Public Health Director's Orders on April 21, 2016, agreeing that Best Western University Inn violated these provisions of the New York State Sanitary Code; **now therefore be it**

Resolved, on recommendation of the Tompkins County Board of Health,
That Southern Tier Hospitality, LLC., Owner, is ordered to:

1. Pay a penalty of $400 for these violations, **due July 15, 2016**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Store potentially hazardous food under refrigeration at all times except during necessary preparation; **and**
3. Maintain refrigerated food storage equipment so that potentially hazardous food is kept at 45°F or below at all times; **and**
4. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

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STIPULATION AGREEMENT AND ORDERS # EH-ENF-16-0007

Best Western University Inn
Southern Tier Hospitality, LLC., Terry Terry, Owner/Operator
1020 Ellis Hollow Road, T-Ithaca
Ithaca, NY 14850

I, Terry Terry, as a representative for Best Western University Inn, agree that on February 4, 2016, and March 10, 2016, Best Western University Inn was in violation of Subpart 7-1 and Subpart 14-1 of the New York State Sanitary Code for failure to store potentially hazardous food under refrigeration except during necessary preparation.

I agree to pay a penalty not to exceed $400 for these violations following adoption of a resolution by the Board of Health. *(**Do not** submit penalty payment until notified by the Tompkins County Health Department.)*

I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Store potentially hazardous food under refrigeration at all times except during necessary preparation; **and**
2. Maintain refrigerated food storage equipment so that potentially hazardous food is kept at 45°F or below at all times; **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

I understand this agreement is offered as an alternative to a formal administrative hearing and that I am subject to further action if I fail to comply with the orders.

Signed: _____ Date: 4/21/16

Terry Terry is hereby ordered to comply with these Orders of the Public Health Director.

Signed: Brendan Hunnell Crosby Date: 4/22/16
for Frank Kruppa
Public Health Director

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

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

CASE SUMMARY – FOR RESOLUTION # ENF-16-0007
Best Western University Inn
Southern Tier Hospitality LLC., Terry Terry, Owner/Operator
1020 Ellis Hollow Road, T-Ithaca
Ithaca, NY 14850

May 2016

Date	Action
04/22/2016	Signed stipulation received by TCHD.
03/10/2016	Re-inspection by TCHD. **Violation:** Potentially hazardous foods were not kept under refrigeration except during necessary preparation. Products on a counter for customer service were observed to be at 54-57°F and 57°F.
02/04/2016	Inspection by TCHD. **Violation:** Potentially hazardous foods were not kept under refrigeration except during necessary preparation. Product on a counter for customer service was observed to be at 50-51°F.
03/30/2015	Re-inspection by TCHD. Violations observed during inspection of 2/12/2015 were corrected.
02/12/2015	Inspection by TCHD. **Violation:** Potentially hazardous foods were not kept at 45°F or below during cold holding. Products on a counter for customer service were observed to be at 55°F and 53°F.
02/03/2014	Inspection by TCHD. No critical violations observed.
01/17/2014	Permit to operate a Food Service issued to Best Western University Inn

TCEH - Best Western University Inn Ithaca NY Violation

From: "Terry Terry" <TTerry@TwinTierHospitality.com>
To: <tceh@tompkins-co.org>
Date: 4/22/2016 9:05 AM
Subject: Best Western University Inn Ithaca NY Violation
Attachments: Best Western.pdf; Refrigerator at Best Western 2.jpg; Refrigerator at Best Western.jpg

I'm asking for your leniency on the fine the department has proposed to us. I purchased a commercial refrigerator that was very expensive. As you can see by the pictures it has the temperature right on it. Please contact me if you have any further questions.

Thank you, for your consideration.
Terry

Terry Terry
General Manager

Best Western University Inn
1020 Ellis Hollow Road
Ithaca, NY 14850
(607)272-6100

QUAKER
QUAKER

TEMP 38
Cream Cheese
Butter

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

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CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 5, 2016

Pamela Gueldner
Gueldner & Pasetty Inc.
28 Brooktondale Road
Ithaca, NY 14850

Re: Tompkins County Board of Health Draft Resolution # EH-ENF-16-0008
Fork & Gavel Café, C-Ithaca

Dear Ms. Gueldner:

Thank you for signing the Stipulation Agreement on April 12, 2016, for Fork & Gavel Café.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 24, 2016**. You or a representative has the right to speak to the Board for a few minutes prior to them taking action. If you wish to speak to the Board, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,

C. Elizabeth Cameron

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

Enclosures – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Fork & Gavel\Draft Resolution ENF-16-0008.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Rich John,TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Skip Parr; Brenda Coyle
scan: Signed copy to Accela

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

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

DRAFT RESOLUTION # EH-ENF-16-0008 FOR

Fork & Gavel Café
Gueldner & Pasetty Inc., Pamela Gueldner, Operator
524 College Avenue, C-Ithaca
Ithaca, NY 14850

Whereas, the owner/operator of a Food Service Establishment must comply with the regulations established under Part 14-1 of the New York State Sanitary Code; **and**

Whereas, on February 29, 2016, and March 23, 2016, the Tompkins County Health Department observed critical violations which included failure to maintain potentially hazardous foods at or below 45°F during cold holding. Products in the cold holding unit were observed at temperatures between 55°F and 61°F; **and**

Whereas, Pamela Gueldner, Owner/Operator, signed a Stipulation Agreement with Public Health Director's Orders on April 12, 2016, agreeing that Fork & Gavel Café violated this provision of the New York State Sanitary Code; **now therefore be it**

Resolved, on recommendation of the Tompkins County Board of Health,
That Pamela Gueldner, Owner/Operator, is ordered to:

1. Pay a penalty of $400 for these violations, **due July 15, 2016**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain potentially hazardous foods at or below 45°F during cold holding at all times; **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

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

RECEIVED
APR 18 2016

STIPULATION AGREEMENT AND ORDERS # EH-ENF-16-0008

Fork & Gavel Café
Gueldner & Pasetty Inc., Pamela Gueldner, Operator
524 College Avenue, C-Ithaca
Ithaca, NY 14850

I, Pamela Gueldner, as a representative for Fork & Gavel Cafe, agree that on February 29, 2016 and March 23, 2016, Fork & Gavel Café was in violation of Subpart 14-1 of the New York State Sanitary Code for failure to maintain potentially hazardous foods at or below 45°F during cold holding.

I agree to pay a penalty not to exceed $400 for these violations following adoption of a resolution by the Board of Health. *(**Do not** submit penalty payment until notified by the Tompkins County Health Department.)*

I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Maintain potentially hazardous foods at or below 45°F during cold holding at all times; **and**
2. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

I understand this agreement is offered as an alternative to a formal administrative hearing and that I am subject to further action if I fail to comply with the orders.

Signed: Pam Gueldner Date: 4-12-16
Pamela Pasetty 4/14/16

Pamela Gueldner is hereby ordered to comply with these Orders of the Public Health Director.

Signed: Brenda L. Gunnell Crump Date: 4/19/16
Frank Kruppa
Public Health Director

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
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CASE SUMMARY – FOR RESOLUTION # EH-ENF-16-0008
Fork & Gavel Cafe
Gueldner & Pasetty Inc., Pamela Gueldner, Operator
524 College Avenue, C-Ithaca
Ithaca, NY 14850

May 2016

Date	Action
04/18/2016	Signed stipulation agreement received by TCHD.
03/23/2016	Re-inspection by TCHD. **Violations:** Potentially hazardous foods were not kept at or below 45°F during cold holding. Products in a cold holding unit were observed to be at 55-61°F. Items 5C and 5E sited on 2/29/16 were corrected.
02/29/2016	Inspection by TCHD. **Violations:** Potentially hazardous foods were not kept at or below 45°F during cold holding. Products in cold holding in two separate areas were observed to be at 54°F and 58°F. Potentially hazardous foods were not stored under refrigeration except during necessary preparation. Products on a counter for customer service were observed to be at 58-60°F. Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F during cold holding. Products in a cold holding unit were observed to be between 48-49°F.
10/26/2015	Re-inspection by TCHD. Violation observed on 10/5/2015 was corrected.
10/05/2015	Inspection by TCHD. **Violations:** Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F during cold holding. Products in a cold holding unit were observed to be at 48-54°F.
04/16/2015	Re-inspection by TCHD. Violations observed during inspection of 03/17/2015 were corrected.
03/17/2015	Inspection by TCHD. **Violations:** Potentially hazardous foods were not cooled by a method where food temperatures can be reduced from 120°F to 70°F or less within 2 hours and 70°F to 45°F or less in an additional 4 hours. Product was cooked on the grill and placed directly into top of sandwich cooler, the product was observed to be at 65-70°F. Enough refrigerated storage equipment was not maintained so potentially hazardous foods were kept at or below 45°F. Products in a cold holding unit were observed to be at 54-55°F.
10/07/2014	Inspection by TCHD. No violations noted.
03/24/2014	Re-inspection by TCHD. Violation observed on 02/28/2014 was corrected.
02/28/2014	Inspection by TCHD. **Violations:** Potentially hazardous foods were not cooled by a method where food temperatures can be reduced from 120°F to 70°F or less within 2 hours and 70°F to 45°F or less in an additional 4 hours. Product made and placed in a cooler the day before was observed to be at 49°F.
09/26/2013	Re-inspection by TCHD. Violation observed on 9/10/2013 was corrected.
09/10/2013	Inspection by TCHD. **Violations:** Potentially hazardous foods were not kept at or below 45°F during cold holding. Products in a cold holding unit were observed to be at 49-50°F.
08/20/2013	Permit to Operate Fork & Gavel issued.

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

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

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

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

Date: May 16, 2016
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health
Subject: Suggested Environmental Health Division Fees for 2017

Information concerning fees proposed for 2016 is attached for your review. Based on the proposed fees, the sources of estimated revenue for 2016 are:

Estimated Revenue:	
Operating/permit fees	$351,459
Plan review/other fees	$12,915
Fines/penalties/late fees/other	$11,200
Subtotal*:	**$375,574**
Less credit card processing cost	$1891
Total Estimated EH Revenue*:	**$373,683**

* Does not include revenue from grants and State Aid.

(2015 EH Expenses: $1,567,839)

The Environmental Health Division experienced significant changes in some program and financial operations during 2015, with changes continuing through 2016. Primary changes included accepting credit card payments on-line and the permitting structure changes in the Temporary Food Program. Partly because these changes are on-going, fee changes proposed for 2017 are fairly limited. We are estimating a 10% increase in electronic payments through our on-line system from 2015, resulting in credit card processing cost of $1,891. Proposed fee changes are summarized below.

1. **Elimination of Campground Per Unit Fee Seasonal Reduction**: Fee reductions for seasonal operations have previously been eliminated for all program areas except Campgrounds. Generally, EH work requirements are the same or higher for a seasonal operation than for a facility that operates year-round, partly because we must conduct both a pre-operational and operational inspection. We have proposed eliminating the Campground per unit fee seasonal reduction in 2017. In an attempt to do this in an equitable manner, we are proposing increasing the base from $130 to $140 and decreasing the unit fee from $3.35 to $2.25. The impact of this and other proposed fee changes on our existing campgrounds is shown in Table 3. Camp Comstock would have the largest increase in fees from 2016 to 2017, with a total increase of $122.
2. **Mass Gathering Permit and Plan Review Fee**: The plan review fee for existing Mass Gatherings (the GrassRoots Festival) was increased from $2000 to $2,250 to make the estimated percentage of cost recovery for this service more consistent with other programs. The permit fee was also increased from $1,550 to $1,650, resulting in a total fee increase for the FingerLakes GrassRoots Festival of $350 in 2017.
3. **Mobile Home Park Permit Fee**: The base fee is proposed to be increased from $130 to $150 and the per site fee was increased from $3.35 to $3.50 to make cost recovery for this service more consistent with other programs. This results in a maximum increase of about $50 for our three largest parks, with most of the operations seeing an increase between $20 and $30.

4. **Agricultural Fairground Permit Fee:** Fees for this program were increased from $330 to $360 to make cost recovery for this service more consistent with other programs.
5. **Public Water System Operating Fee for Groundwater Systems:** The estimated percentage cost recovery for public water supplies using groundwater is lower than other systems. The proposed operating fee is increased from $185 to $200.
6. **On-Site Wastewater Treatment System (OWTS) Permit Fee for Systems Designed by an Engineer:** In the OWTS program, we are proposing a reduced permit fee for systems that are designed by an engineer when no site evaluation has been conducted by EH staff. In these situations, both the design and inspections are done by the outside engineer, decreasing our costs for that permit. We are proposing a $100 reduction in these situations. Percentage cost recovery in the OWTS program has been increasing in recent years. It was estimated at 11% in 2011, increasing to between 20 and 25% from 2012 to 2016. With the proposed fee reduction, estimated percentage recovery for 2017 is above 30%.
7. **Temporary Food Service Fee:** Starting in January 2016, we changed the permit structure for the Temporary Food Service Program. Since 2017 fees are based on 2015 financial data, we cannot tell the financial impact of the 2016 changes on the program and are not proposing any fee changes in this area until more information is available.

The following information is attached for your review:

Table 1. Proposed Environmental Health Fee Schedule 2017
Table 2. Proposed Operating or Permit Fees Detail Sheet 2017
Table 3. Proposed Campground Permit Fees Detail Sheet 2017
Table 4. Proposed Plan Review Fees Detail Sheet 2017
Table 5. Estimated vs. Actual Revenue and Expenses

ENVIRONMENTAL HEALTH DIVISION

55 Brown Road, Ithaca, NY 14850
Ph: (607) 274-6688; Fx: (607) 274-6695
On-line Services - https://permits.tompkins-co.org/CitizenAccess/

Draft for BOH Review May 2016
Effective January 1, 2017

Table 1 - 2017 Proposed Environmental Health Fee Schedule

2017 OPERATING PERMIT, PLAN REVIEW, AND OTHER FEES

Agricultural Fairground Operating Permit	**$360**	☐
Campground Operating Permit		
$140 plus $2.25 per unit/site		☐
~~*Sliding scale for per unit/site fee for seasonal operation:*~~		
~~*up to 1 month operation*~~	~~20%~~	☐
~~*over 1 month and less than 4 months operation*~~	~~40%~~	☐
~~*over 4 months and less than 6 months operation*~~	~~60%~~	☐
~~*over 6 months and less than 8 months operation*~~	~~75%~~	☐
Campground Plan Review	$200	☐
Children's Camp Operating Permit	$200	☐
Mass Gathering Operating Permit* *(New Event Per day)*	$4,100	☐
Mass Gathering Operating Permit* *(Existing Event)*	**$1,650**	☐
*(*Plus $80 per staff/hr for incident response, if needed)*		
Mass Gathering Plan Review *(New Event)*	$6,100	☐
Mass Gathering Plan Review *(Existing Event)*	**$2,250**	☐
Mobile Home Park Operating Permit		
$150 plus $3.50 per unit/lot		☐
Mobile Home Park Plan Review		
$460 plus $30 per unit/lot		☐
Recreational Aquatic Facility Operating Permit		
Swimming Pool/Bathing Beach	$335	☐
Slide and Wave Pool/Spray Park/Other Aquatic Facility	$360	☐
Recreational Aquatic Facility Plan Review		
Swimming Pool/Bathing Beach/Other Aquatic Facility		
Up to 5,000 square feet	$360	☐
Slide and Wave Pool/Spray Park/Other Aquatic Facility		
Over 5,000 square feet	$770	☐
Temporary Residence Operating Permit		
$150 plus $3.50 per unit/site		☐

TOTAL FEES - PAGE 1	_____
TOTAL FEES - PAGE 2	_____
TOTAL FEES DUE - PAGE 1 & 2	_____

Food Service Establishment Operating Permit		
High Risk	$400	☐
Medium Risk	$375	☐
Low Risk	$235	☐
Additional Mobile Unit	$85	☐
Food Service Establishment Plan Review		
High & Medium Risk	$210	☐
Low Risk	$150	☐
Push Cart	$100	☐
Temporary Food Service Establishment - Simple Menu		
1 Day Event	$65	☐
Multiple Events; Consecutive or Non-Consecutive Days	$100	☐
(up to 8 days in 120 days)		
Temporary Food Service Establishment - Complex Menu		
1 Day or Multiple Days; Single Event	$150	☐
Temporary Food Service Establishment - Late Application		
Received less than 2 weeks, more than 3 days before event	$25	☐
Received 3 days or less before event	$50	☐

OTHER FEES

Late Application/Water Fee *(May be waived at TCHD discretion)*	**$50**	☐
Duplicate Rabies Certificate *(multiple certificates per occurrence)*	$10	☐
Waiver/Variance Request *(Requiring Board of Health Action)*	$75	☐
Copies *(Cost per page)*	$0.25	☐
Electronic copies of oversized files *(up to 10 pages)*	$20	☐
Each additional 10 pages	$10	☐
Sanitary Codes	$1.00	☐
Refund Request *(within 6 months of receipt)*	$25	☐
Environmental Impact Statement Review	_____	☐

(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)

Notes:

1. A check mark indicates the fee applies to your facility. Fees are additive for all operations.
2. Checks should be made payable to: Tompkins County Health Department.
3. There will be a $20 service charge on all returned checks.
4. Payment methods: check, cash, money order, or online w/credit card (Visa, MC, Discover).

Preparer/Date: _____

pc: Support Staff

TOMPKINS COUNTY HEALTH DEPARTMENT
Your Partner for a Healthy Community

ENVIRONMENTAL HEALTH DIVISION

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Draft for BOH Review May 2016
Effective January 1, 2017

Table 1 - 2017 Proposed Environmental Health Fee Schedule

2017 WATER SYSTEM OPERATING, ON-SITE WASTEWATER TREATMENT, AND DEVELOPMENT FEES

On-Site Wastewater Treatment System Construction Permit

New Construction/Conversion	$425
w/ Engineer Plans; no Site Evaluation	**$325**
Replacement System	$335
w/ Engineer Plans; no Site Evaluation	**$235**
Septic Tank Replacement	$105

OWTS Permit/Application Renewal or Transfer

Permit Renewal *(may be renewed 1x prior to expiration)*	$80
Permit Transfer *(prior to expiration)*	$80
Application Renewal *(may be renewed 1x prior to expiration)*	$80
Application Transfer *(prior to expiration)*	$80

On-Site Wastewater Treatment System Plan Review by Design Professional

0 – 499 gpd design rate	$210
500 – 999 gpd design rate	$260
1,000 – 1,999 gpd design rate	$375
2,000+ gpd design rate	$600

Collector Sewer - 6" and larger *(DEC & Health Dept Projects)*

< 5,000'	$150
> 5,000'	$250

Preliminary Development Review *(where soil testing is required)* $400

(Preliminary Development fees are applied to the Realty Subdivision fee upon full plan submittal when submitted within 12 months)

Realty Subdivision Development Review $800

Plus $12.50 per lot NYS filing fee	
Add $35 per lot with individual water	
Add $55 per lot with individual sewage	
(Subtract Preliminary Development fees paid)	-

Realty Subdivision Approval Renewal $200

Other Engineering Review $160
(May be waived at TCHD discretion)

TOTAL FEES - PAGE 2 _____

Water System Operating Fee

Community Water System *(with sources)*	
Groundwater System	**$200**
Surface Water System	$1,800
Non-Community Water System *(with sources)*	$105
Bottled/Bulk Haulers, Ice Plants	$360

Water System Construction Permit and Plan Review

Community Water System *(Part 5, NYSSC)*	$410
Non-Community Public Water System	$210
Distribution Water Main - 6" or larger	
< 5,000'	$300
> 5,000'	$400
Cross-Connection Control	
$160 plus $50/device	
Water Storage Tank > 500,000 gal	$230
Other Water System Modification	$160
(May be waived at TCHD discretion)	

OTHER FEES

Late Application/Water Fee *(May be waived at TCHD discretion)*	**$50**
Duplicate Rabies Certificate *(multiple certificates per occurrence)*	$10
Waiver/Variance Request *(Requiring Board of Health Action)*	$75
Copies *(Cost per page)*	$0.25
Electronic copies of oversized files *(up to 10 pages)*	$20
Each additional 10 pages	$10
Sanitary Codes	$1.00
Refund Request *(within 6 months of receipt)*	$25
Environmental Impact Statement Review	

(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)

Notes:

1. A check mark indicates the fee applies to your facility. Fees are additive for all operations.
2. Checks should be made payable to: Tompkins County Health Department.
3. There will be a $20 service charge on all returned checks.
4. Payment methods: check, cash, money order, or online w/credit card (Visa, MC, Discover).

Preparer/Date: _____

pc: Support Staff

Draft for BOH Review - May 2016

Table 2 - Environmental Health Division

Proposed Operating or Permit Fees Detail Sheet 2017

PROGRAM	FEES			# FACILITIES				STAFF TIME (days)		COST PER FACILITY			PROGRAM COST		REVENUE		REVENUE / PROGRAM COST	
	2017 PROPOSED	2016 FINAL	2015 FINAL	2017-EST TOTAL	2017-EST INVOICED	2015 TOTAL	2015 INVOICED	2017 ESTIMATE	2015 FINAL	2017-EST TOTAL	2017-EST INVOICED	2015 FINAL	2017 ESTIMATE	2015 FINAL	2017 ESTIMATE	2015 FINAL	2017 ESTIMATE	2015 FINAL
FOOD SERVICE ESTABLISHMENTS (FSE)													**$267,127**	**$264,708**	**$166,930**	**$168,435**	0.62	0.64
High Risk Renewal	$400	$400	$400	190	170	191	172	255	254	$703	$786	$772	$133,564	$132,789	$68,000	$68,800	0.51	0.52
Medium Risk Renewal	$375	$375	$375	265	215	267	215	200	198	$395	$487	$482	$104,756	$103,572	$80,625	$80,625	0.77	0.78
Low Risk Renewal	$235	$235	$235	80	75	80	78	55	54	$360	$384	$363	$28,808	$28,347	$17,625	$18,330	0.61	0.65
Additional Mobile Unit	$85	$85	$85	8	8	8	8								$680	$680		
TEMPORARY FOOD SERVICE				350	120	456	95	245	245	$366.65	$1,069	$1,351	**$128,326**	**$128,321**	**$14,725**	**$9,210**	0.11	0.07
Simple Menu 1 Day Event	$65	$65	$65	270	65	456	95								$4,225	$6,150		
Simple Menu Multiple Events	$100	$100	~~$0~~	55	30	~~0~~	~~0~~								$3,000	~~$0~~		
Complex Menu Single Event	$150	$150	~~$0~~	25	25	~~0~~	~~0~~								$3,750	~~$0~~		
Late Application < 2 weeks, > 3days	$25	$25	~~$0~~	120	120	153	153								$3,000	$3,060		
Late Application 3 days or <	$50	$50	~~$0~~	15	15	~~0~~	~~0~~								$750	~~$0~~		
TEMPORARY RESIDENCE	$150	$150	$150	32	32	31	32	90	86	$1,473	$1,473	$1,401	**$47,140**	**$44,820**	**$11,811**	**$11,282**	0.25	0.25
Per unit/site	$3.50	$3.50	$3.50	2,003	2,003	1,842	1,852								$7,011	$6,482		
CAMPGROUNDS	**$140**	$130	$130	8	6	6	5	15	15	$982	$1,309	$1,593	**$7,857**	**$7,967**	**$1,994**	**$1,552**	0.25	0.19
Per unit/site	**$2.25**	$3.35	$3.35	513	513	488	269								$1,154	$902		
MOBILE HOME PARKS	**$150**	$130	$130	39	39	39	40	125	122	$1,679	$1,679	$1,595	**$65,472**	**$63,817**	**$12,899**	**$12,014**	0.20	0.19
Per unit/lot	**$3.50**	$3.35	$3.35	2,014	2,014	2,014	2,034								$7,049	$6,814		
AGRICULTURAL FAIRGROUND	**$360**	$330	$330	1	1	1	1	5	4	$2,619	$2,619	$2,341	**$2,619**	**$2,341**	**$360**	**$330**	0.14	0.14
MASS GATHERING (NEW)	$4,100	$4,100	$4,100	0	0	0	0	0	0	$0	$0	$0	**$0**	**$0**	**$0**	**$0**		
MASS GATHERING (EXISTING)	**$1,650**	$1,550	$1,550	1	1	1	1	15	16	$7,857	$7,857	$8,611	**$7,857**	**$8,611**	**$1,650**	**$1,550**	0.21	0.18
CHILDREN'S CAMPS	$200	$200	$200	34	5	33	5	85	83	$1,309	$8,904	$8,666	**$44,521**	**$43,332**	**$1,000**	**$1,000**	0.02	0.02
SWIMMING POOLS/BATHING BEACHES	$335	$335	$335	58	57	57	56	85	82	$768	$781	$765	**$44,521**	**$42,866**	**$19,095**	**$18,760**	0.43	0.44
PUBLIC WATER SYSTEMS				143	143	142	140	570	576	$1,138	$1,138	$1,184	**$162,734**	**$165,730**	**$28,270**	**$26,505**	0.17	0.16
Community Water System																		
Groundwater System	**$200**	$185	$185	86	86	86	84	400	406	$1,324	$1,324	$1,390	$113,847	$116,733	$17,200	$15,540	0.15	0.13
Surface Water System	$1,800	$1,800	$1,800	3	3	3	3	80	81	$7,637	$7,637	$7,724	$22,911	$23,173	$5,400	$5,400	0.24	0.23
Non-Community Water System	$105	$105	$105	54	54	53	53	90	90	$481	$481	$487	$25,976	$25,824	$5,670	$5,565	0.22	0.22
ON-SITE WASTEWATER SYSTEMS (OWTS)				265	265	266	267	510	510	$1,008	$1,008	$1,001	**$267,127**	**$267,185**	**$92,725**	**$98,360**	0.35	0.37
New Construction/Conversion	$425	$425	$425	120	120	138	143								$51,000	$60,775		
w/ Engineer Plans; no Site Evaluation	**$325**	~~$0~~	~~$0~~	10	10	~~0~~	~~0~~								$3,250	~~$0~~		
Replacement System	$335	$335	$335	105	105	112	108								$35,175	$36,180		
w/ Engineer Plans; no Site Evalution	**$235**	~~$0~~	~~$0~~	5	5	~~0~~	~~0~~								$1,175	~~$0~~		
Septic Tank/Pump Chamber Replacement	$105	$105	$105	5	5	5	5								$525	$525		
Permit Transfer/Renewal	$80	$80	$80	10	10	11	11								$800	$880		
Application Transfer/Renewal	$80	$80	$80	10	10	0	0								$800	$0		
~~**Plus increase in permit fee for current year**~~	~~$0~~	~~$0~~	$10	0	0	0	0								~~$0~~	$0		
~~**Expedited Record Search**~~	~~$0~~	~~$0~~	$25	0	0	0	0								~~$0~~	$0		
OPERATING PERMITS													**$916,976**	**$911,377**	**$351,459**	**$348,998**	**0.38**	**0.38**
PLAN REVIEWS															**$12,915**	**$19,125**		
OTHER REVENUE															**$11,200**	**$13,401**		
TOTAL OPERATING, PERMIT, PLAN REVIEW AND OTHER FEES														**$1,650,820**	**$375,574**	**$381,525**		**0.23**
ESTIMATED OFFICIAL PAYMENTS CREDIT CARD PROCESSING COST															**$1,891**	**$931**		
TOTAL ALL ENVIRONMENTAL HEALTH PROGRAM FEES															**$373,683**	**$380,593**		**0.23**

NOTES:

2015 EH Cost $1,567,839; Staff Time 2993.32 days **Staff Cost = $523.78 per day $74.83 per hr**

2014 EH Cost $1,650,820; Staff Time 2786.9 days **Staff Cost = $592.35 per day $84.62 per hr**

2013 EH Cost $1,821,928; Staff Time 3178.6 days **Staff Cost = $573.20 per day $81.89 per hr**

PWS - Surface Water Staff Time is calculated by facility only. This is an underestimate of the total program costs.

Campgrounds - See Table 3 for Permit Fee Increase by Facility

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Table 3 - Environmental Health Division

Proposed Campground Permit Fees Detail Sheet 2017

FACILITY	Campground					Temporary Residence				Additional Operation		Total All Fees 2017	Total All Fees 2016	Increase 2016 to 2017
	Operation Period	# Units	Base Fee	Total Campground Fee 2017	Total Campground Fee 2016	Operation Period	# Units	Base Fee	Total TR Fee	Operation Type	2017 Fee			
Upstate Nazarene	Seasonal	67	$0	$151	$135	Seasonal	53	$150	$336	-	$0	$486	$470	$16
Pinecreek	Seasonal	151	$0	$340	$442	Seasonal	4	$150	$164	1 Pool	$335	$839	$777	$62
LaTourelle	Seasonal	15	$140	$174	$160	Year-Round	53	$150	$336	2 FSE(M)	$750	$1,259	$1,249	$10
Comstock Program Center	Seasonal	14	$140	$172	$0	Year-Round	20	$150	$220	1 Bathing Beach	$335	$727	$605	$122
Lansing Town Park	Seasonal	20	$140	$185	$170	-	-	-	$0	-	$0	$185	$170	$15
Trumansburg Ag Fairgrounds	Seasonal	50	$140	$253	$197	-	-	-	$0	Agricultural Fairground	**$360**	**$613**	$527	$86
Spruce Row Campsite	Seasonal	181	$140	$547	$494	-	-	-	$0	-	$0	$547	$494	$53
Camp Earth Connection	Seasonal	15	$140	$174	$150	-	-	-	$0	-	$0	$174	$150	$24

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Table 4 - Environmental Health Division

Proposed Plan Review Fees Detail Sheet 2017

PROGRAM	FEES			# PLANS			LAST YEAR PLANS REVIEWED	ESTIMATED HOURS PER PLAN	COST PER PLAN REVIEW	PROGRAM COST	REVENUE		REVENUE / PROGRAM COST
	2017 PROPOSED	2016 FINAL	2015 FINAL	2017-EST INVOICED	2015 APPROVED	2015 INVOICED		2015-or ESTIMATE	2017 ESTIMATE	2017 ESTIMATE	2017 ESTIMATE	2015 FINAL	2017 ESTIMATE
PUBLIC WATER SYSTEMS										**$3,816**	**$3,560**	**$4,020**	0.93
Community Water System	$410	$410	$410	1	1	1	2015	7.5	$561	$561	$410	$410	0.73
CWS Water Main Ext < 5,000'	$300	$300	$300	2	2	2	2015	3.0	$224	$449	$600	$600	1.34
≥ 5,000'	$400	$400	$400	0	0	1	na				$0	$400	
Cross-Connection Control	$160	$160	$160	6	6	8	2015	2.5	$187	$1,122	$960	$1,280	0.86
Add per device	$50	$50	$50			11	2015				$0	$550	
Non-Community Water System	$210	$210	$210	2	0	0	2013	3.0	$224	$449	$420	$0	0.94
Water Storage Tank	$230	$230	$230	3	2	2	2015	3.0	$224	$673	$690	$460	1.02
Other Water System Modification	$160	$160	$160	3	2	2	2015	2.5	$187	$561	$480	$320	0.86
FOOD SERVICE ESTABLISHMENTS										**$2,993**	**$2,850**	**$3,900**	0.95
High and Medium Risk	$210	$210	$210	10	11	10	2015	3.0	$224	$2,245	$2,100	$2,100	0.94
Low Risk	$150	$150	$150	5	9	12	2015	2.0	$150	$748	$750	$1,800	1.00
Push Cart Medium/Low Risk	$100	$100	$100	0	0	0	2015	1.0	$75	$0	$0	$0	
MOBILE HOME PARKS	$460	$460	$460	0	0	0	2007			**$0**	**$0**	**$0**	
Add per unit/lot	$30	$30	$30	0	0	0	2007			**$0**	$0	$0	
CAMPGROUNDS	$200	$200	$200	0	0	0	2014	2.0	$150	**$0**	**$0**	**$0**	
SWIMMING POOLS/BATHING BEACHES	$360	$360	$360	0	0	0	2014	5.0	$374	**$0**	**$0**	**$0**	
Swimming Pools > 5,000 sf	$770	$770	$770	0	0	0	2008	12.0	$898	**$0**	**$0**	**$0**	
MASS GATHERING (NEW)	$6,100	$6,100	$6,100	0	0	0	na	110.0	$8,231	**$0**	**$0**	**$0**	
MASS GATHERING (EXISTING)	**$2,250**	$2,000	$1,050	1	1	1	2015	35.0	$2,619	**$2,619**	**$2,250**	**$1,050**	0.86
ON-SITE WASTEWATER TREATMENT SYSTEMS										**$3,854**	**$3,775**	**$7,305**	0.98
0 - 499 gpd Design Rate	$210	$210	$210	10	18	18	2015	3.0	$224	$2,245	$2,100	$3,780	0.94
500 - 999gpd Design Rate	$260	$260	$260	5	9	10	2015	3.5	$262	$1,309	$1,300	$2,550	0.99
1,000 - 1,999 gpd Design Rate	$375	$375	$375	1	1	1	2015	4.0	$299	$299	$375	$375	1.25
2,000+ gpd Design Rate	$600	$600	$600	0	0	1	2013	5.0	$374	$0	$0	$600	
Collector Sewer < 5,000'	$150	$150	$150	0	0	0	2013	2.0	$150	$0	$0	$0	
≥ 5,000'	$250	$250	$250	0	0	0	na				$0	$0	
REALTY SUBDIVISIONS	$800	$800	$800	0	1	1	2015	5.0	$374	$0	$0	$800	
Add per lot NYS filing fee	$12.50	$12.50	$12.50	0	28	28	2015				$0	$350	
with Individual Water	$35	$35	$35	0	0	0	na	1.0	$75	$0	$0	$0	
with Individual OWTS	$55	$55	$55	0	28	28	2015	1.0	$75	$0	$0	$1,540	
Subdivision Renewal	$200	$200	$200	0	0	0	2013	2.0	$150	$0	$0	$0	
Preliminary Development Review	$400	$400	$400	0	0	0	2014	5.0	$374	$0	$0	$0	
Add per lot	n/a	n/a	n/a	0	0	0	2014	1.0	$75	$0	$0	$0	
REALTY SUBDIVISION TOTAL										**$0**	**$0**	**$2,690**	
OTHER PLAN REVIEW	$160	$160	$160	3	2	1	2015	2.0	$150	**$449**	**$480**	**$160**	1.07
									TOTAL PLAN REVIEW FEES	**$13,730**	**$12,915**	**$19,125**	**0.94**

NOTES:

2015 EH Cost $1,567,839; Staff Time 2993.32 days **Staff Cost = $523.78 per day $74.83 per hr**

2014 EH Cost $1,650,820; Staff Time 2786.9 days **Staff Cost = $592.35 per day $84.62 per hr**

2013 EH Cost $1,821,928; Staff Time 3178.6 days **Staff Cost = $573.20 per day $81.89 per hr**

Hours per plan are estimated - actual time for each submittal varies significantly.

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Table 5 - Environmental Health Division
Estimated vs Actual Revnue and Expenses

YEAR	ACTUAL			ESTIMATED			ACT REV / EST REV	ACT EXP / EST EXP
	REVENUE	EXPENSE	REV / EXP	REVENUE	EXPENSE	REV / EXP		
2011	$280,858	$1,638,700	17%	$277,658	$1,503,757	18%	101%	109%
2012	$324,796	$1,741,256	19%	$321,941	$1,610,262	20%	101%	108%
2013	$359,193	$1,821,928	20%	$322,183	$1,638,700	20%	111%	111%
2014	$364,311	$1,650,820	22%	$338,669	$1,741,256	19%	108%	95%
2015	$380,593	$1,567,839	24%	$348,977	$1,821,928	19%	109%	86%