

## MINUTES

### **Tompkins County Board of Health December 6, 2016 12:00 Noon Rice Conference Room**

**Present:** Will Burbank; David Evelyn, MD, MPH; Edward Koppel, MD; James Macmillan, MD, President; Michael McLaughlin, Jr.; Susan Merkel; and Janet Morgan, PhD

**Staff:** Karen Bishop, Director of Community Health; Liz Cameron, Director of Environmental Health; Brenda Grinnell Crosby, Public Health Administrator; William Klepack, MD, Medical Director; Frank Kruppa, Public Health Director; Deb Thomas, Director of Children with Special Care Needs; Jonathan Wood, County Attorney; and Shelley Comisi, Administrative Assistant II

**Excused:** Brooke Greenhouse, Board of Health Member

**Guests:** René Borgella, Public Health Sanitarian; Susan Dunlop, Community Health Nurse, Health Promotion Program; Penny Holeman; Skip Parr, Senior Public Health Sanitarian; and Ted Schiele, Planner/Evaluator, Health Promotion Program

**Call to Order:** Dr. Macmillan called the regular meeting of the Board of Health (BOH) to order at 12:02 p.m.

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

**Approval of October 25, 2016 Minutes:** Dr. Koppel moved to approve the minutes of the October 25, 2016 meeting as written; seconded by Ms. Merkel; and carried unanimously.

**Financial Summary:** Ms. Grinnell Crosby distributed a draft of a new financial report (Attachment 1) that provides a look at Tompkins County Health Department (TCHD) as a whole. This report is designated *Period 10* for the month of October. The top section lists each functional unit in the department with *Non-Mandate* and *Mandate* programs kept separate because of the different rules that apply. The appropriation number is the amount of money the Legislature budgeted for TCHD to spend; expenditure is the amount spent. The bottom section contains columns that provide numbers for the amount of appropriations left to be spent and the

revenues that have not been received for the year. This report is going to replace the previous dashboard of graphs. The goal is to have a useable format for both staff and Board members.

With the fiscal year beginning January 1st, Ms. Merkel thought some numbers seemed high for this time of the year. Ms. Grinnell Crosby explained that nearly three million dollars are tied up in mandates. The largest amount is in the preschool program which is driven by the school year and the time required to process bills. To allow items to be processed for this fiscal year, the County keeps the books open for a 13th period.

Mr. McLaughlin noted in earlier financial summary reports there had been an explanation of the anomalies and wondered if that would continue. He also liked the three year comparison of data that was presented in the previous dashboard. Mr. Kruppa appreciated the feedback and will have staff look at incorporating those suggestions. For now, Division leaders will be able to explain the details of any anomalies. As staff continues to tweak the report, there may be an opportunity to create a component that compares three years of data.

**Holiday Luncheon:** A break occurred in the meeting from 12:15 to 12:30 p.m. for the annual luncheon.

**Administration Report:** Mr. Kruppa:

- Announced Deb Thomas has been appointed Director of Children with Special Care Needs (CSCN). Staff looks forward to working with her as she leads that program forward.
- Reported on a discussion of the Community Mental Health Services Board (CSB) regarding the Legislature's review and proposed changes to the Tompkins County Charter that would affect the CSB's authority in the process of selecting a commissioner. Public Health Law requires the BOH to have a role in that process. The Legislature is proposing to change the language to align the CSB with the other boards in the County that participate but do not have an authoritative vote on candidates. The CSB is concerned that it would no longer have an equal voice with the BOH in the selection process. Out of that discussion, the possibility of integrating the CSB and the BOH through liaisons was suggested. A liaison from each board would attend meetings and provide input but would not have voting rights. This would be an opportunity for both boards to work together. The CSB is interested in the arrangement and probably will send a representative to attend BOH meetings starting next year. The BOH should consider whether it wants to designate a liaison to the CSB. Meetings are the first Monday of the month at 5:30 p.m. in the Mental Health building.

Mr. Burbank, the Legislative representative for both CSB and BOH, was at the aforementioned meeting. From his personal experience of serving on both boards, he believes the liaison role would be beneficial.

**Medical Director's Report:** Referring to the Communicable Disease report for October, Dr. Klepack pointed out there were three new syphilis cases and an uptick in gonorrhea. Public health is a resource for people looking for objective information. Part of the education and

outreach to the community has been through posters and advertisements on TCAT buses. With social media playing a role in the functioning of our society, it would be helpful to create some clever slogans to reach people through those social media sites.

Responding to Mr. McLaughlin's question about targeting the message to the appropriate people, Mr. Kruppa described the procedure that occurs. The regional office of the NYSDOH conducts the investigation. Data from those contact investigations helps identify the audience to be reached. In the recent campaign, TCHD staff put together several different messaging efforts. Although the department does not have a social media policy at this time, a new Director for the Health Promotion Program (HPP) is being recruited and will have responsibility for public information, education, and outreach.

**Division for Community Health Report:** Ms. Bishop announced:

- Michelle Hall is the new Director of Women, Infants and Children (WIC). With 20 years of experience working in a WIC program covering five counties in western New York, she is knowledgeable about WIC policies and clinic operations. Staff is excited to be working with her.
- The implementation of CORE software has been delayed. Staff has been working to customize the software to meet Community Health Services (CHS) documentation needs. Although the program did not go-live on December 1st, it should happen soon.

Dr. Macmillan referred to the cases of one and three year old siblings with elevated Blood Lead Levels (BLL) who were admitted to Upstate Medical Center for chelation treatment. He is interested in hearing the follow-up results for the three year old after the next blood draw on December 7th. Ms. Bishop will keep him informed about the case.

**Children with Special Care Needs Report:** Ms. Thomas had nothing to add to her written report.

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

**Environmental Health Report:** Ms. Cameron introduced staff member René Borgella. As a Public Health Sanitarian in Environmental Health (EH), he works in a number of EH programs. His position in the Adolescent Tobacco Use Prevention Act (ATUPA) program led to his involvement in the Tobacco 21 action plan.

**Tobacco 21: Consideration of Raising the Tobacco Purchase Age:** Dr. Macmillan proposed moving directly to the Tobacco 21 agenda item to allow Mr. Wood to be present for the discussion.

Mr. Kruppa briefed the Board on the proposed local law. Some New York counties have been implementing Tobacco 21 laws that raise the tobacco purchasing age from 18 to 21. Cortland County recently passed such a law which caught the attention of a few of our

Legislators. Before enacting any law for Tompkins County, they requested our public health input. It is known that the earlier people are introduced to tobacco use the more likely they are to be lifetime users. Furthermore, it is detrimental to the health and development of the brain when young people use tobacco products. From that public health perspective, TCHD is fully supportive of having a Tobacco 21 law in Tompkins County.

At this meeting, Board members are being asked to consider whether or not the BOH supports moving forward a recommendation to the Legislature that it implement a Tobacco 21 law in Tompkins County. The law itself is straightforward and was submitted for Mr. Wood's review. It would raise the age for purchasing tobacco from 18 to 21 in Tompkins County. The BOH would have authority to enforce the law.

HPP and EH staff have discussed internally how the law would be implemented. Initially, the focus would be on education with the campaign led by HPP and supported by EH to provide information to retailers. Then enforcement would move into a complaint based approach with staff contacting the vendor by phone, on-site visits for second complaints, and ultimately reaching the BOH for continuing issues of noncompliance. This is the point where TCHD staff has divergent opinions on the approach. Mr. Kruppa believes there should be active enforcement with routine compliance checks; however, EH recommends enforcement on a complaint basis.

A lengthy discussion ensued among staff and Board members. One part of the discussion focused on having two separate laws to enforce: the State's ATUPA for the 18 and under age group and the County's law for the 21 and under age group. Ms. Cameron noted two primary areas of concern are related to staffing and funding resources. EH supports the proposed law on a complaint basis so that it does not take staff time away from other EH work. As for financial resources, funding is available through the ATUPA grant; however, there would not be any State Aid for the County law. Addressing those concerns, Mr. Kruppa advised that any funding implications would be presented to the County during the budget process and hopefully there would be support.

Before leaving the meeting, Mr. Wood remarked that the law looks fine; however, he recommends putting both the minimum and maximum fines in the law because members of the public need to know the penalty for a violation. In response, Mr. Kruppa said staff would consider his recommendation and review that section of the law.

Although Mr. Burbank and Mr. McLaughlin are not suggesting that they promote smoking, they both expressed concern about maintaining an adult individual's right to make decisions about what to buy.

Ms. Merkel moved to make a recommendation of support for the Tobacco 21 law to the Tompkins County Legislature; seconded by Dr. Evelyn. The vote was 5 in favor and 2 opposed (Mr. Burbank and Mr. McLaughlin).

Mr. Kruppa added that he will convey to the Legislature that there was a vote of support but it was not unanimous.

**Resolution #EH-ENF-16-0026 – John Joseph Inn, T-Lansing, Violation of Board of Health Orders #EH-ENF-16-0010 and Subparts 7-1 and 5-1 of the New York State Sanitary Code (Water):** Ms. Cameron stated the owner of the inn has been before the Board previously. The resolution requires him to hire a certified water treatment operator to oversee the water system. He has submitted some of the missing items so staff is optimistic about his continued

cooperation. A fine was not included in the draft resolution, but he has been notified there could be a substantial fine if he does not meet the Board's requirements. Mr. Parr added that the owner is currently working with a water treatment specialist. One of the issues being resolved is the frequency of the operator's visits to ensure the water system is properly maintained.

Ms. Merkel moved to accept the resolution as written; seconded by Dr. Morgan; and carried unanimously.

**SafeCare Visit Policy & Procedure:** Ms. Bishop stated SafeCare is an evidenced based home visiting program that is family court ordered for families at risk of losing their children. The program has been in existence through the Tompkins County Department of Social Services (DSS) for three years. She wrote this new policy to provide the framework for the trained nurses in CHS and CSCN who are performing the SafeCare visits. It is a worthwhile project to be working with Family Treatment Court and DSS to continue to support and strengthen families.

Although these are court ordered visits, Mr. Kruppa emphasized this is not an adversarial relationship. The Family Treatment Court is interested in keeping families united. It is less about compliance than it is about giving parents the skills to be successful in retaining their children. Our trained nurses provide stability and work with the parents to attain those skills.

Ms. Bishop pointed out that our nurses have given feedback on their cases. They have not been received with animosity. The benefit of the program shows that families involved in SafeCare are less likely to neglect their children in the future. It is an investment in our community. Ms. Thomas added that nurses are not expected to testify in court. Instead, they provide a monthly report on the family's participation and the skills the parents have gained. Clients and the nurses have been happy with the program.

In a brief discussion about the questions in the parent satisfaction survey, Ms. Bishop explained the survey questions were created by the SafeCare program. She advised the case would be reassigned if it was not a good fit between the nurse and parents.

As for resources needed for the program, Ms. Bishop noted that each family receives 18 visits with each weekly visit lasting 1-1½ hours. Mr. Kruppa mentioned there is a Memorandum of Understanding (MOU) with DSS to pay TCHD for each home visit; each nurse carries about two cases.

Dr. Koppel moved to approve the *Tompkins County SafeCare Visit Policy & Procedure* as written; seconded by Dr. Macmillan; and carried unanimously.

**Community Health Improvement Plan (CHIP): Review Draft Document:** Mr. Kruppa thanked Mr. Schiele for undertaking the majority of the work of updating the Community Health Improvement Plan (CHIP). The State made a change that required the update one year earlier than originally planned. Mr. Schiele and a team from the hospital and the Health Planning Council reviewed the CHIP and have added some new information. Our two priorities remain the same: (1) promoting mental health and preventing substance abuse, and (2) preventing chronic disease. Progress is being made to align other plans like the CSB priority plan with this one to meet the needs of multiple constituent groups within our community. The CHIP is due at the end of December so the Board is being offered a chance to review it. Ultimately, a motion of support from the Board would be appreciated.

Dr. Macmillan moved to support the *Community Health Improvement Plan* as written; seconded by Mr. McLaughlin; and carried unanimously.

**Establish Board of Health Nominating Committee:** Mr. Kruppa requested a nominating committee be established to consider the 2017 BOH Slate of Officers for President and Vice President. Mr. Burbank and Dr. Morgan volunteered to serve. Mr. Kruppa will contact them about the process.

**Adjournment:** At 1:55 p.m. Dr. Macmillan moved to adjourn the meeting.

*Handout distributed at December 6, 2016 BOH Meeting*

# **BOARD OF HEALTH MEETING DATES 2017**



**January 24**

**February 28**

**March 28**

**April 25**

**May 23**

**June 27**

**July 25**

**August 22**

**September 26**

**October 24**

**December 5**

**Meetings are held in the  
Rice Conference Room at 12:00 noon.**