

AGENDA
Tompkins County Board of Health
Rice Conference Room
Tuesday, April 24, 2018
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 March 27, 2018 Minutes (2 mins.)

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

12:15 V. Reports (15 mins.)

Administration

Health Promotion Program

Medical Director's Report

Division for Community Health

Children with Special Care Needs

County Attorney's Report

Environmental Health

CSB Report

12:30 VI. New Business

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

Enforcement Action:

1. Resolution # EH-ENF-17-0049 – Pete's Grocery & Deli, C-Ithaca, Violation of BOH Orders # EH-ENF-16-0005 and Violation of Adolescent Tobacco Use Prevention Act (ATUPA) (10 mins.)
2. Resolution # EH-ENF-18-0009 – Casper's, V-Groton, Violations of BOH Orders # EH-ENF-17-0001 and Subpart 14-1 of the New York State Sanitary Code (Food) (10 mins.)

Administrative Action:

1. Wawak Request for refund of Onsite Wastewater Treatment System (OWTS) Application Fees, Proposed Pineridge Cottages, T-Dryden (5 mins.)

12:55 ***Adjournment***

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MINUTES
Tompkins County Board of Health
March 27, 2018
12:00 Noon
Rice Conference Room

Present: Edward Koppel, MD; James Macmillan, MD, President; Michael McLaughlin, Jr.; Susan Merkel; Janet Morgan, PhD; and Christina Moylan, PhD

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

Excused: Shawna Black, Board of Health Member; David Evelyn, MD, MPH, Board of Health Member; and Jonathan Wood, County Attorney

Guests: Andrew Barnes, Health Promotion Program Intern; Sheila McEnergy, Community Mental Health Services Board; Scott Morgan, Representative of SDM Rentals; and Skip Parr, Senior Public Health Sanitarian

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: Scott Morgan from SDM Rentals addressed the Board to request a refund of \$2,710 for application and plan review fees he had paid in February 2015. At that time, he had submitted the necessary engineer's plans for septic and water system permits to develop a parcel for eight duplexes. He believes that when a neighbor became upset over the project the Town of Dryden put pressure on Tompkins County Health Department (TCHD) to conduct a State Environmental Quality Review (SEQR). Mr. Morgan consulted with a municipal lawyer who indicated there was a problem with the SEQR being used. The lawyer also mentioned the Town of Dryden was probably going to change the zoning. Time passed and Mr. Morgan did not receive word about the SEQR results. Since there was an issue with the location of a neighbor's well, the permits were never issued. When the Town of Dryden changed the zoning, he decided to withdraw the plans for the original project and set a new course by changing the project. He felt the roadblock was caused by the politics of those who were not interested in the project moving forward.

Comments/questions from the Board:

- Mr. McLaughlin referenced the County's policy stating there is a timeframe of six months to request a refund but this refund request is outside that period of

DRAFT

time. Mr. Morgan argued he never heard the legal decision on the SEQR and was in limbo waiting to hear from the Town of Dryden about their plans. That took months.

- Dr. Moylan asked whether Mr. Morgan was in contact with TCHD to ask for a decision on the SEQR. Mr. Morgan replied he was in contact with Steve Maybee. He believes TCHD did not notify him about the SEQR to avoid a dispute. Although he does not need the cash, he feels he paid for something that was never reviewed or decided upon. After changing the project's plans, he applied and received other septic system permits for the property; however, it required him to pay again. As he departed, Mr. Morgan thanked everyone for their time.

Approval of February 27, 2018 Minutes: Dr. Morgan moved to approve the minutes of the February 27, 2018 meeting as written; seconded by Ms. Merkel. The vote to approve the minutes as written: Ayes – 4; Abstention – 1 (Mr. McLaughlin).

Financial Summary: Ms. Grinnell Crosby had nothing to add to the written report. The Health Department has filed all claims for December 2017. The County's Finance Department continues to post transfers, adjustments and corrections as needed.

Ms. Merkel referred to the *Local Share* box for the 13th period for 2017. She was interested in knowing why the year to date amount was lower than the budgeted amount. Ms. Grinnell Crosby explained expenditures were less than budgeted and revenues were more than expected so the cost to the County was less than projected. Mr. Kruppa added local share is the County's contribution to the deficit. It pays the remainder of the bills after revenues are apportioned.

Administration Report: Mr. Kruppa had nothing to add to his written report. He recognized Sheila McEnery who is attending the meeting as the representative from the Community Mental Health Services Board (CSB).

Health Promotion Program Report: Ms. Hillson had nothing to add to the written report. She introduced Andrew Barnes who is working on his nursing degree at SUNY-Plattsburgh. As part of his clinical rotation, he is interning in the program through April.

Medical Director's Report: Dr. Klepack had nothing significant to add to his report. He mentioned influenza is starting to trend downward.

Supervised Injection Facilities (SIFs): Mr. McLaughlin acknowledged the research Dr. Klepack has done on the subject of SIFs. With the gamut of information available, he would like information pertaining specifically to our community. The Medical Examiner (ME) could provide demographics on where the deaths are occurring in order to evaluate whether or not there is a need for a SIF in the community. Since TCHD is responsible for the ME program, Mr. Kruppa spoke on behalf of the program. It is not possible to draw conclusions about the opioid problem from the 21 or 22 deaths that occurred last year. The demographics of the deaths are spread across location, age, gender and socioeconomic status. Releasing any additional information would put the privacy of those individuals at risk. For overdoses that do not result in death, the number becomes

DRAFT

exponentially larger. To compile some data, the County is in the process of launching an ODMAP to track overdoses when EMS responds to the call. Information captured by the 911 Center would provide data around geographical information. In order to find out if the SIF could have played a role in preventing those 21 or 22 deaths, Mr. McLaughlin believes it is important to analyze the deaths that are happening.

Among his other concerns, Mr. McLaughlin mentioned there would be insurance issues for the healthcare workers who would be supervising an illegal activity since it is against federal and state laws. Dr. Klepack advised exemptions to existing public health law can be made in a pilot research project so as not to be in violation of the law. A licensed healthcare worker cannot be put in a situation where their license could be in jeopardy. Those concerns are on the list of issues to be addressed. In the last few months Dr. Howard Zucker, Commissioner of the New York State Department of Health (NYSDOH), has expressed his department's interest in SIFs.

In his discussions with people from a variety of backgrounds, Mr. McLaughlin has heard about other programs that address the drug issue. He suggested the possibility of redoubling efforts in those programs before recommending a SIF in the community.

Dr. Koppel emphasized an important point to make is these facilities are not causing harm but are saving lives.

Dr. Klepack described the Health Department's mission, as a whole, is to identify gaps in healthcare in the community and find ways to close them. He believes the BOH and TCHD are seriously participating in that mission as each one of us tries to understand and consider the possibilities.

After listening to the discussion, Dr. Macmillan concluded the BOH is not ready to make a statement on the subject of a SIF in Tompkins County. There will be opportunities to discuss the matter at another time.

Division for Community Health Report: Ms. Bishop was pleased to report:

- There have not been any new lead poisoning cases in children.
- The incubation period of two probable cases of mumps has passed. Technically, those cases did not meet the confirmed case definition because they lacked laboratory confirmation. Clinically the cases looked like mumps.

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

County Attorney's Report: Mr. Wood was not present for the meeting.

Environmental Health Report: Ms. Cameron had nothing to add to the written report. Prior to the meeting, she distributed a copy of an email from Kevin Jacobs (Attachment 1) regarding an enforcement action to be discussed later in the meeting.

Report on the Community Services Board (CSB) Meeting: Dr. Morgan attended the March 5th meeting. Although the CSB meeting lacked a quorum, several topics were discussed. In their conversation about the SIF, members of the CSB posed several questions seeking additional information. Their discussion will continue.

DRAFT

Resolution #EH-ENF-18-0006 – Subway East Hill, T-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food): Ms. Cameron called attention to the letter from Deep Patel, the owner of Subway East Hill. Mr. Patel is requesting a reduction in the penalty amount.

Although the owner mentions his prior inspection records, Mr. McLaughlin pointed out there were two violations at the restaurant in less than two weeks. It is the Board's responsibility to ensure the owner makes the appropriate corrections in his food operation to be successful in the future.

Mr. McLaughlin moved to accept the resolution as written; seconded by Dr. Macmillan; and carried unanimously.

Resolution #EH-ENF-18-0007 – Sicilian Delight Pizzeria, V-Lansing, Violation of Subpart 14-1 of the New York State Sanitary Code (Food): Ms. Cameron reported the restaurant had violations for not maintaining food at the proper temperatures.

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

Resolution #EH-ENF-18-0008 – Kevin Jacobs, 111 Patchen Court, T-Danby, Violation of Article VI of the Tompkins County Sanitary Code (Sewage): As Ms. Cameron noted earlier, Kevin Jacobs sent his comments via email (Attachment 1) since he was unable to attend the BOH meeting. Normally any communication to TCHD is included in the BOH packet with the case summary. In this case, the email was received a few hours before today's meeting so it was too late for inclusion in the packet.

Ms. Cameron explained Mr. Jacobs' plans to develop five parcels as part of a subdivision were submitted and approved several years ago. (Those plans had expired.) He needed to apply for an onsite wastewater treatment system (OWTS) permit before developing a parcel. However, Mr. Jacobs proceeded to build a house on the property at 111 Patchen Court before the OWTS permit was issued. TCHD staff referred him to an engineer since the original plans were not useable and the site was altered. Staff supports lowering the fine to \$400 since Mr. Jacobs may have been confused regarding the status of his plans.

Questions from Board Members:

- Referring to Mr. Jacobs' email, Dr. Moylan asked about his statement that a TCHD staff member visited the site and did not tell him he was in violation. According to Ms. Cameron, the staff member was unaware Mr. Jacobs did not have a building permit. Upon her return to the office, the staff member spoke to her supervisor and the Health Department's engineer to discuss her observations. Mr. Parr also mentioned the staff member conducted percolation tests that failed which prompted the need for a referral to a licensed engineer who could design the sewage system for the site.
- Dr. Moylan was interested in hearing about the typical response time when staff is working with the public. Ms. Cameron reported staff tries to provide a timely response and generally does. Mr. Parr indicated sewage contractors normally receive notification of the results of the percolation tests on the same day the tests are conducted.

DRAFT

- To Mr. McLaughlin's question about the reason for reducing the fine by \$100, Ms. Cameron explained there is a chance Mr. Jacobs was confused by having the old subdivision plans with a well and sewage system design. The standard fine is \$400 but is raised to \$500 when the violation is viewed as intentional. In this case, there is a chance Mr. Jacobs was confused by having those plans.

In the resolution, the first order states Kevin Jacobs is to pay a penalty of \$500 for the violation. Following the discussion, Dr. Macmillan asked the Board to vote on an amended resolution ordering Kevin Jacobs to pay a penalty of \$400 as supported by TCHD.

Dr. Koppel moved to accept the resolution as amended; seconded by Dr. Macmillan; and carried unanimously.

Morgan Request for refund of Onsite Wastewater Treatment System (OWTS) Application Fees, 532 Asbury Road, T-Dryden: Ms. Cameron noted Scott Morgan presented his case earlier in the meeting. Environmental Health (EH) staff does not support his refund request because (1) the request was received 34 months after the fees were paid and (2) our staff spent a substantial amount of time on the plans. She clarified some of Mr. Morgan's statements. The SEQR is not an arbitrary process. Mr. Morgan's proposal was to place eight duplexes and four sewage systems on one parcel. The sewage system flow for that level of development required a SEQR. Normally the town or municipality conducts the review but in this case our agency led the review. On June 4, 2015, TCHD sent a letter to Mr. Morgan informing him the current plan could not be approved because a well on the neighbor's property was too close to the replacement sewage system area. In addition, there were questions on his SEQR documentation. At that time, he did not respond and he did not submit redesigned plans. Eventually, Mr. Morgan changed the plans and subdivided the parcels. There has been some development on those parcels.

Ms. Cameron answered questions from Board Members:

- The letter dated June 4, 2015 clearly advised Mr. Morgan that the plans could not be approved and he would have to submit a new design. In September 2016, Mr. Morgan submitted four new sewage system construction permit applications for his subdivided parcels. Two of the four permits were issued.
- EH staff completed a significant amount of technical work on the first project and a significant amount of administrative work on all of Mr. Morgan's projects. According to Mr. Parr, staff put 52 hours into the initial project. Much of the work was completed by the EH Division Director and Engineer on the SEQR.

Ms. Merkel stated the bottom line is Mr. Morgan received a letter on June 4, 2015 informing him the plans were not approved but he waited until December 2017 to request a refund. That is a significant passage of time.

Dr. Morgan moved to deny Scott Morgan's request for refund of the onsite wastewater treatment system application and plan review fees for 532 Asbury Road in the Town of Dryden; seconded by Dr. Moylan; and carried unanimously.

Approval of Selected Electronic Health Record Vendor: Mr. Kruppa briefed the Board on the efforts to implement a new electronic health record (EHR) for Community Health Services. Unfortunately, the vendor selected through the first RFP process was unsuccessful in completing the project after two years of working on it. As a result, a second RFP was written. This is a joint project with the Mental Health Department so both departments are involved in the process. After listening to demonstrations by five vendors, three were invited back for full day demonstrations. Ultimately, TenEleven was selected for the project. The Buffalo based company has been growing substantially in New York. It has experience with behavioral health billing and some knowledge about public health needs. The selling point for TenEleven was their staff's willingness to learn about our organization in order to develop and implement public health functions into the system.

In support of the EHR project, Mr. Kruppa reported Care Compass, the regional Delivery System Reform Incentive Payment (DSRIP) program, is supplying a consultant to be the project manager throughout the process and providing \$250,000 for the project once the EHR is fully implemented. That amount is more than the total implementation process will cost so it is likely the money lost in the first process will be recouped. It will be a five year project estimated to cost between \$400,000 and \$500,000 in total. There will be funding in the budget each year to operate the EHRs.

As part of the selection team, Ms. Bishop expressed her appreciation for the input from both departments. It was a good demonstration of the two units working together as a team.

Discussion regarding the EHR vendor:

- Ms. Merkel was interested in hearing about the public health functions to be developed by TenEleven. Mr. Kruppa described two major pieces. The largest piece is for the Medicaid Obstetrical and Maternal Services (MOMS) program. Each time our nurses visit their clients at home to provide services, there needs to be a process to track all activities involved with those home care visits. Another piece to be developed is an inventory management process that will integrate with the New York State Immunization Information System (NYSIIS).
- Dr. Morgan inquired about the background of the vendors. Mr. Kruppa explained one of the vendors was strong in public health but had never billed for mental health in New York. Since the billing at TCHD is miniscule compared to the billing at the Mental Health Department, it would have been a risky choice. Another vendor had modules for both public health and behavioral health but has not been able to bill successfully in New York. On the other hand, TenEleven has a good reputation in New York with a track record for being able to manage the significant billing for mental health and has shown the capacity to learn about public health functions.
- Noting it is tedious, hard work to build a system, Dr. Koppel asked whether TenEleven has worked with other public health departments. Mr. Kruppa replied they have done work with other public health departments but not on this type of work. Several years ago, TenEleven built a substance use component for a network of providers in Rochester. The providers gave a positive reference for TenEleven.

DRAFT

- Mr. Kruppa outlined the next steps. The selected vendor needs to be approved by the BOH, the CSB, the Health and Human Services Committee and finally by the Legislature for the authorization to enter into a contract. Our hope is to have TenEleven onsite for the kickoff by late April or early May. There is a six month implementation plan for mental health with more time to be invested for public health. By the end of the calendar year, the plan is to have the system operational at both departments.

Dr. Koppel moved to approve TenEleven as the selected vendor for the Electronic Health Record (EHR) project; seconded by Dr. Macmillan; and carried unanimously.

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

Skip Parr

From: Kevin's Email [REDACTED]
Sent: Tuesday, March 27, 2018 10:03 AM
To: Skip Parr
Subject: Patchen Court

Hi skipp,

I have had something come up and will not attend the meeting today. As you know I am working mostly by myself and time is very limited.

I have hired Stephen Maybee as my engineer and I believe you folks are ok with he design. I wanted to let you know I was not trying to hide anything and alreAdy applied for my permits over a month ago. I was not aware I would be fined or in violation for digging and setting my house, nor did the code officer tell me that.

I've worked with you folks for a long time and this was the first time I ever started with your approved plan, as it was approved years ago as well.

Becky came over and looked things over and never told me I was in violation, in fact she laid out where to do my perk holes and told me she was gonna be back to do the tests the next day.

After that I had to call and find out numerous times why I hasn't received any word on the test or permit. I don't see why she let me go ahead with all that knowing she could not design?

As far as that goes I didn't disturb any original ground where d mats would go or sand filter. I had over dig which we all know is normal on every site.

This is no different.

I would ask if you could put a word in for me as I just don't feel the fine and review fee are just. I do admit to wrong but in no way was trying to install or use a system without your approvals.

Becky also had me get in touch with dec to generate maps and flag the area which was no where near where I was gonna be working. This I also did with no trouble.

Any help would be appreciated and I look forward to our working relationship in the future. The staff has always treated me fair and I do appreciate any time they could take to review this.

Kevin

Sent from my iPhone

Board of Health
April 24, 2018
Financial Report

December 2017/13th period

Corrections and budget transfers/adjustments continue to be made by the Finance Department.

Board of Health
April 24, 2018
Financial Report

March 2018 / Month 3

Nothing significant to report at this time of year. Contracts continue to be executed to permit payment of contractual services. We expect budget adjustments to be made by County Administration/Legislature for the recently approved white collar agreement and management salaries. Quarterly claims are in process according to contract terms.

Tompkins County Financial Report for Public Health

Percentage of Year 100.00%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	YTD	%
4010 PH ADMINISTRATION	1,108,630	1,004,928	90.65%	136,870	133,182	97.31%	971,760	871,746	89.71%
4012 WOMEN, INFANTS & CHILDREN	532,827	484,276	90.89%	531,536	484,283	91.11%	1,291	-7	-0.51%
4013 OCCUPATIONAL HLTH.& SFTY.	106,103	80,308	75.69%	0	0	0.00%	106,103	80,308	75.69%
4014 MEDICAL EXAMINER	65,138	65,131	99.99%	0	0	0.00%	65,138	65,131	99.99%
4015 VITAL RECORDS	71,999	67,702	94.03%	83,843	109,754	130.90%	-11,844	-42,052	355.05%
4016 COMMUNITY HEALTH	1,607,012	1,491,129	92.79%	397,236	352,630	88.77%	1,209,776	1,138,499	94.60%
4018 HEALTHY NEIGHBORHOOD PROG	212,755	208,591	98.04%	204,574	209,903	102.60%	8,181	-1,312	-16.04%
4047 PLNG. & COORD. OF C.S.N.	1,488,706	1,382,622	92.87%	389,792	396,777	101.79%	1,098,914	985,845	89.71%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,637,190	1,557,055	95.11%	588,472	615,138	104.53%	1,048,718	941,916	89.82%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,158,626	1,150,605	99.31%	-1,158,626	-1,150,605	99.31%
Total Non-Mandate	6,838,360	6,341,742	92.74%	3,494,949	3,452,273	98.78%	3,343,411	2,889,469	86.42%
2960 PRESCHOOL SPECIAL EDUCATI	5,080,000	4,713,668	92.79%	2,840,000	3,076,630	108.33%	2,240,000	1,637,037	73.08%
4017 MEDICAL EXAMINER PROGRAM	190,160	171,783	90.34%	0	0	0.00%	190,160	171,783	90.34%
4054 EARLY INTERV (BIRTH-3)	705,000	581,634	82.50%	300,000	362,469	120.82%	405,000	219,165	54.11%
Total Mandate	5,975,160	5,467,084	91.50%	3,140,000	3,439,099	109.53%	2,835,160	2,027,985	71.53%
Total Public Health	12,813,520	11,808,826	92.16%	6,634,949	6,891,372	103.86%	6,178,571	4,917,454	79.59%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	103,702	3,688	2960 Preschool	366,332	-236,630
4012 WIC	48,551	47,253	4054 Early Intervention	123,366	-62,469
4013 Health & Safety	25,795	0	4017 Medical Examiner	18,377	0
4014 Medical Examiner	7	0		<u>508,076</u>	<u>-299,099</u>
4015 Vitals	4,297	-25,911			
4016 Community Health	109,883	44,606			
4018 Healthy Neighborhood	4,164	-5,329			
4047 CSCN	106,084	-6,985			
4048 PHCP	8,000	4,000			
4090 Environmental Health	80,135	-26,666			
4095 State Aid	0	8,021			
	<u>490,618</u>	<u>42,676</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
<u>998,694</u>	<u>-256,423</u>

Tompkins County Financial Report for Public Health

Percentage of Year 25.00%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	YTD	%
4010 PH ADMINISTRATION	1,108,643	241,227	21.76%	137,848	16,714	12.13%	970,795	224,513	23.74%
4012 WOMEN, INFANTS & CHILDREN	547,818	116,341	21.24%	547,818	60,738	11.09%		55,603	
4013 OCCUPATIONAL HLTH.& SFTY.	106,467	7,529	7.07%	0	0	0.00%	106,467	7,529	7.07%
4014 MEDICAL EXAMINER	66,129	6,327	9.57%	0	0	0.00%	66,129	6,327	9.57%
4015 VITAL RECORDS	72,374	14,247	19.69%	108,000	29,005	26.86%	-35,626	-14,757	39.89%
4016 COMMUNITY HEALTH	1,567,974	307,576	19.62%	357,292	45,393	12.70%	1,210,682	262,184	37.22%
4018 HEALTHY NEIGHBORHOOD PROG	187,319	31,550	16.84%	187,319	771	0.41%		30,779	
4047 PLNG. & COORD. OF C.S.N.	1,366,538	304,221	22.26%	396,520	21,780	5.49%	970,018	282,441	29.38%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,613,003	335,841	20.82%	577,925	86,257	14.93%	1,035,078	249,584	26.27%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,159,409	0	0.00%	-1,159,409	0	
Total Non-Mandate	6,644,265	1,364,860	20.54%	3,476,131	260,657	7.50%	3,168,134	1,104,203	34.85%
2960 PRESCHOOL SPECIAL EDUCATI	5,181,203	1,017,756	19.64%	2,885,000	80,096	2.78%	2,296,203	937,660	69.34%
4017 MEDICAL EXAMINER PROGRAM	200,200	33,168	16.57%	0	0	0.00%	200,200	33,168	16.57%
4054 EARLY INTERV (BIRTH-3)	655,000	123,994	18.93%	318,500	40,317	12.66%	336,500	83,677	24.87%
Total Mandate	6,036,403	1,174,919	19.46%	3,203,500	120,413	3.76%	2,832,903	1,054,505	37.22%
Total Public Health	12,680,668	2,539,779	20.03%	6,679,631	381,071	5.70%	6,001,037	2,158,708	35.97%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	861,499	121,134	2960 Preschool	3,509,006	2,804,904
4012 WIC	416,594	487,080	4054 Early Intervention	531,006	278,183
4013 Health & Safety	98,938	0	4017 Medical Examiner	139,713	0
4014 Medical Examiner	59,799	0		<u>4,179,726</u>	<u>3,083,087</u>
4015 Vitals	57,580	78,996			
4016 Community Health	1,071,913	311,899			
4018 Healthy Neighborhood	143,285	186,549			
4047 CSCN	1,059,752	374,740			
4048 PHCP	8,000	4,000			
4090 Environmental Health	1,254,784	491,668			
4095 State Aid	0	1,159,409			
	<u>5,032,145</u>	<u>3,215,474</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
<u>9,211,871</u>	<u>6,298,560</u>

HEALTH PROMOTION PROGRAM – March 2018

Samantha Hillson, Director, PIO
Ted Schiele, Planner/ Evaluator
Susan Dunlop, Community Health Nurse
Maya Puleo, Healthy Neighborhoods Education Coordinator
Pat Jebbett, Public Health Sanitarian
Marisa Murugan and AJ Barnes, Interns

HIGHLIGHTS

Community Outreach

- Streets Alive! (April 29, 1-5pm, Cayuga St.) planning meeting (SH, 3/13).
- Kick Butts Day, Tobacco-Free Tompkins and Healthy Neighborhoods Program, GIAC (SH, TS, MP, 3/21).

TCHD Participation and Support

- Attended Lunchtime Engaged Cornell Talk: [Sonia M. Ospina](#), Professor of Public Management and Policy at the NYU Wagner Graduate School of Public Service who focuses her scholarship and community engagement on leadership for social change, shifting practice and theory from an individual to collective approach (SH, 3/5).
- Attended Worksite Wellness meeting: presentation by Cornell Wellness (TS, SH, 3/8).
- Health Planning Council Meeting. Agencies shared priorities and funding challenges (TS, SH, 3/12).
- Assisted with submission of a proposal (3/26) to the Atkinson Center for a Sustainable Future: “Opening the Door to Nature-Based Engagement—Building Champions for Sustainability by Boosting Health and Wellness: *A multi-site pilot to inform programs and state policy for long-term social and environmental impact.*” Collaborating with Cornell MPH, ICSD, Cornell Center for Health Equity (SH).
- Attended Management Meeting (SH, 3/13).
- Presented Blood Borne Pathogen training to new Probation employees (SD, 3/13)
- Presentation by Lisa Horn for HSC, “[Need and Asset Assessment of Child Nutrition in Tompkins County.](#)” (SH, MP, 3/14).
- HPP Team meeting (all, 3/15).
- EAP Supervisory Training (SH, 3/15)
- Playworker Training, NE Elementary School: Presentation by Just Play Project and Pop-Up Adventure Play, training targeted to outdoor recess staff in elementary schools (SH, 3/16).
- “Big Hunger” event with Andy Fisher, discussion about the state of emergency food services in the U.S. (SH, 3/20).
- Supervisory Training Part II (SH, 3/21).
- Unsung Heroes Panel, Park School at Ithaca College. Opportunity to meet Park students and “pitch” ideas for public relations/social media needs of different agencies. (SH, 3/22).

Diabetes Prevention Program (DPP) (Susan Dunlop, *CDC Certified Lifestyle Coach*)

- Hosted meeting with Cornell MPH students and Healthy Food for All to discuss student project about partnering Prescription for Fruits and Vegetables (CSA shares) with Diabetes Prevention programs (SH, SD, 3/13).
- DPP meeting with Cayuga Center for Health Living (CCHL) to discuss outreach strategies for upcoming classes (SH, SD, 3/30)
- Next class is scheduled for April 24, 2018 at TCHD (one year program)

Community Health Improvement Plan (CHIP)

- NACCHO Webinar: “Working Upstream in Rural Communities” (SH, 3/23)
- CHA/CHIP collaboration/coordinated planning meeting with the following: TCHD, Mental Health, Youth Services, (TS, SH, 3/29).

Healthy Lungs for Tompkins County

- Harmonicas for Health (H4H):
 - H4H 6-week program ended at McGraw House, 14 participants. We had a large audience of about 30 people (SH, SD, 3/1).
 - H4H 6-week program ended at Mental Health Department as part of PROS (Personalized Recovery Oriented Services), 6 participants. We had a great audience and one of the participants served lunch to everyone following the concert (SH, SD, 3/28).
- Coalition meeting (all, 3/15).
- H4H planning meeting with Ithaca Housing Authority (SH, 3/19).

Healthy Neighborhoods Program

- Mental health first aid training (Puleo, 3/20)
- Outreach
 - Dropped off flyers to West Village leasing office, Foodnet (Meals on Wheels), Classen (for home health aides), Nates Floral Estates, and Salvation Army Family Store.
 - Outreach at the Southern Tier Mobile Food Pantry, Lansing (Puleo, reached 50, 3/12).
 - Outreach at WIC Clinic and Salvation Army Food Pantry (Jebbett, reached 12, 3/14).
 - Salvation Army Food Pantry Outreach (Puleo, reached 10, 3/26)

March 2018

HEALTHY NEIGHBORHOODS PROGRAM	MONTH	YTD 2018	YTD 2017	TOTAL 2017*
# of Initial Home Visits (including asthma visits)	17	78	79	438
# of Revisits	12	53	50	122
# of Asthma Homes (initial)	1	11	9	49
# of Homes Approached	26	106	256	1,126

***Covers the calendar year (January through December), the HNP grant year is April-March.**

Tobacco Control Program

- Smoke-free Housing
- Tobacco-free College Campuses
- Ongoing work with statewide media workgroup, including [Seen Enough Tobacco](#) campaign, promoted content on [BuzzFeed](#) and parenting blogs, and social media presence on [Facebook](#), [Twitter](#), and [Instagram](#). Statewide agency is [Pinckney Hugo Group](#) in Syracuse.

Media, Website, Social Media

- Social Media meeting to review Facebook Insights and other ideas for promoting information on social media (SH, 3/5).
- PIO meeting (SH, 3/23).
- Follow us on [Facebook](#), ongoing updates

Harmonicas for Health:

McGraw House



Mental Health Department



Medical Director's Report Board of Health April 2018

Supervised Injection Facilities (SIFs) Presentation: Since our last Board meeting, I was in Rochester presenting at Trillium Health. Trillium is a harm reduction center delivering services in the treatment of communicable disease, and opioid and substance use including Suboxone prescriptions counseling/interventions, and medical evaluations. They have interest in a SIF.

My presentation at noon was attended by about 120 persons. Included in the group were Rochester City and Monroe County law enforcement, one local assembly person's representative, numerous Trillium employees of all types (counselors, physicians, NPs and PAs support staff, etc.), and members from Excellus. Significantly, no other politicians, no city government, no county health department representatives were in attendance.

There were several questions after the meeting which were well considered. People asked practical questions such as what the success rate has been in keeping opioid naïve people from using the SIF, what the political climate seems to be in Albany, how funding might be done, whether there are longitudinal studies to look at long term outcomes (I believe Vancouver is doing such studies).

A prior breakfast meeting was attended by 14 key Trillium people and some community partners and there I shared much of the main body of my information and some reflections on working to help boards understand the issue and feel comfortable taking a position.

I was able to speak one on one with Lt. Andy DeLyser who heads up the Sheriff Department's Monroe County Heroin Task Force. His department is on board with pursuing the concept of a SIF saying that what we are doing is not working and we need to do something different.

I would guess Trillium would be a likely group to get a SIF going in Monroe County. Their facility is dedicated to providing "wrap around" services to their clients and they have a strong sense of mission. Their existing physical plant and resources could achieve the synergy of putting the SIF in a physical and administrative location which would enhance all operations. They already have resources to expand the SIF's core service medical care, counseling, social work, nutrition, housing etc.

Their region is about 1,000,000 and the city is about 250,000. For a pilot it would be a good location to explore middle range population areas. But New York State would need pilot(s) for more rural/smaller community settings.

Activities related to Immunizations: I attended the quarterly meeting of the Immunization Coalition. The focus of the group is to address immunization concerns. It was announced there will be a showing of a documentary about vaccines on May 8th at 7 pm in the Cinemapolis movie theater located in downtown Ithaca. The title of the documentary is *Hilleman – A Perilous Quest to Save the World’s Children*. The trailer for the documentary can be viewed by going to the following link: <https://vimeo.com/161527104>. The film documents the state of infectious disease prior to the advent of vaccines, the importance of vaccines in disease prevention and the major contribution of Dr. Hilleman. Vaccination ranks is at the top of our achievements in public health.

"Since 1900, the average lifespan of persons in the United States has lengthened by greater than 30 years; 25 years of this gain are attributable to advances in public health.

Many notable public health achievements occurred during the 1900s. The choices for this list were based on the opportunity for prevention and the impact on death, illness, and disability in the United States and are not ranked by order of importance.

Ten Great Public Health Achievements -- United States, 1900-1999

- Vaccination
- Motor-vehicle safety
- Safer workplaces
- Control of infectious diseases
- Decline in deaths from coronary heart disease and stroke
- Safer and healthier foods
- Healthier mothers and babies
- Family planning
- Fluoridation of drinking water
- Recognition of tobacco use as a health hazard"

<https://www.cdc.gov/mmwr/preview/mmwrhtml/00056796.htm>

I will be on a panel along with a physician colleague, Dr. Marguerite Uphoff, along with several other individuals to comment on vaccination. The intent of showing the documentary is to help build support for vaccination as a normal health intervention and as a normal use of the immune system to protect against infectious disease. By presenting a positive story about immunization and its safety, we hope to build increased support in the region for immunization.

On another point, I am scheduled to meet with Karen LaCelle, RN, one of our staff members in Community Health Services at the Health Department. The point of discussion will be to improve communication with primary care providers regarding our efforts to improve immunization rates and the reporting of immunizations they have given.

It is state law that all immunizations on children need to be entered into the New York State database. For adults, this is not an ironclad requirement. It would be desirable if adult reporting

was done. However, it is not a trivial matter for practices to enter this data into the database. If they do it manually, it takes time for them to do this every two weeks. If they are using an electronic health record and they purchase a module that will allow them to upload data into the database, it still takes them a quarter to a half hour to do this and they have to pay for the module.

The healthcare system has a decided interest in having a robust database because it eliminates duplicating immunizations and it ensures that people are adequately immunized in a more effective manner.

However, our system is not supporting the penetration of this strategy as it might because it does not devote resources to ensure all sectors of our healthcare system have the wherewithal to easily put data where it needs to go. Given this we as a Department are left with using the art of gentle persuasion to encourage practitioners to participate.

A unified health system in which immunization data are fed into a public health data base right at the point of service would achieve this goal automatically. The US and NYS lack such a system. As long as our health care system persists in this manner, our public health system will be a patchwork quilt which tries to make up for our system deficiencies.

Point of Distribution Exercise:

On April 26th, there will be a Point of Distribution (POD) exercise conducted at Tompkins Cortland Community College. I will be participating in the POD exercise. It is believed that the exercise will involve mass vaccination to control the spread of a disease.

This is another in a series of exercises to further refine our readiness in case of a disease outbreak, a bioterrorism event or a pandemic event.

Division for Community Health
April 24, 2018 Board of Health Meeting

Karen Bishop, Director of Community Health
March 2018 Report

Administration –

- In preparation for the scheduled Medical Countermeasure POD on April 26:
 - Reviewed and updated Standing Orders for Administering Hepatitis A Vaccine, MMR Vaccine and Immune Globulin.
 - Reviewed and updated Patient Education Sheet on Hepatitis A Vaccine (applicable to an outbreak response) and Immune Globulin.
 - Created algorithms for Hepatitis A Outbreak and Measles Outbreak.
 - Provided training on needle safe syringes to CSCN staff on March 19.
 - Viewed several CDMS training webinars to refamiliarize myself with the administrative functions to this application for the POD.
 - Made site visit on March 29 to TC3 Forum, POD site with key internal staff to review the space and proposed POD work flow.
 - Reviewed and updated the Division’s Mission Essential Functions (MEFs).
 - Reviewed and updated the agency’s Medical Countermeasures Plan.
- Participated in several conference calls with NYSDOH, regional NYSDOH and local healthcare provider partners related to the incidence of probable and suspect mumps cases.
- Viewed two-hour webinar on HIV confidentiality & policy development on March 1.
- Attended one hour EAP (Emergency Assistance Program) training for supervisors on March 15 at Department of Social Services.
- Attended eight-hour Psychological First Aid training provided by Mental Health Association March 20 & 22 at the health department.
- Attended Partners in Healthcare Emergency Preparedness (PHEP) two-hour meeting on March 22 at Department of Emergency Response. Partners include Certified Home Health Agency (VNS), Licensed Home Care Service Agencies, and long term care (nursing homes and assisted living sites). PHEP is facilitated by emergency preparedness coordinators from the Department of Emergency Response, Cayuga Medical Center and Tompkins County Health Department. It is a forum to share emergency response plans with its members.
- Facilitated the quarterly meeting of the Community Health Quality Improvement Committee on March 27. Standing Orders for Administering Hepatitis A Vaccine, MMR Vaccine and Immune Globulin were approved as presented. QI focus for 2018 is outcomes for prenatal clients with an obesity diagnosis on admission. Visit documentation was reviewed for presence of weight gain, dietary recall, recommendations for dietary changes, activity and whether a nutrition referral was made. Summary of findings was discussed for 10 active records and 4 discharged records. Review of immunization records was discussed with a summary of findings for 10 records. We will be tracking whether clinic return visit was scheduled at the clinic appointment and whether a clinic appointment reminder call was made prior to the clinic. We have no new elevated childhood lead cases in 2018! Client

satisfaction survey results for December 2017 – February 2018: For CHS home visiting services (MOMS, TB, Lead) 80% reported 'agree' or 'strongly agree' with all care. For CHS clinic services, 88% reported 'agree' or 'strongly agree' with all care. No client complaints were received this quarter.

- Met regularly with division managers to review program priorities, staffing concerns, preparation for new electronic health record in CHS and new statewide electronic system in WIC.

Statistical Reports –

- Division statistical reports – see attached reports. Please note the addition of SafeCare© home visit stats. SafeCare© is an evidence based educational series of home visits to parents with children ages 0-5 years who are at-risk of child abuse/neglect identified by Family Court/DSS. CHS nurses conduct the typical weekly home visits delivering a scripted curriculum on health, home safety, and parent-child interaction.
- WIC was not able to report statistics this month due to staffing constraints.

WIC Program

- Christie Landon, WIC Nutrition Educator II, resigned her position effective March 29 to take a local school district position.
- WIC Director and Director of Community Health created or revised 3 WIC Local Agency policies and procedures; Custody, Formula Disposal, Walk-in and No Show.
- WIC Director reviewed, updated and submitted the mid- year review of the Agency goals for the USDA -LACASA (Local Agency Compliance and Self-Assessment).
- WIC Director, Nutritionist and Clerk attended the 40th annual WIC conference in White Plains, NY on March 26-28.
- Celebrated National Nutrition month in March by creating a display and power point for the health department first floor lobby. The theme this year was "Go further with food". The power point focused on tips to reduce food waste, smart grocery shopping, food safety, recycling and composting.

April 2018 BOH Report

Community Health Services

By Melissa Gatch, Supervising Community Health Nurse

Continuing Education-

- Supervising Community Health Nurse Melissa Gatch and Community Health Nurses Karen LaCelle and Celeste Rakovich attend the Annual Immunization Conference in Saratoga, New York March 20-21.

Lead Poisoning Prevention- Lead nurse Gail Birnbaum has no open lead cases at this time.

Communicable Disease-

- **Pertussis:** 2-year old fully vaccinated male with cough onset 2/26/18. Evaluated by health care provider on 3/16/18 and was tested, treated and isolated x 5 days. All family members received prophylaxis. Case attended a local daycare. Contact investigation initiated with guidance from the NYSDOH. Recommended prophylaxis for two toddler classrooms with children ages 18 to 36 months including a pregnant teacher. Local pediatric practices were made aware of the recommendations. The total number of children/adults for whom prophylaxis was recommended was 35. There have been no reported secondary infections and the index case recovered.
- **Mumps:** March BOH report included investigation of 8 suspect cases of mumps during February with two of the 8 cases identified as probable cases. All others tested negative. There was one additional suspect case reported during March with initial testing negative, awaiting results of convalescent serological testing.
- **Influenza:** Season to date Tompkins County has seen a total of 1072 lab confirmed influenza cases; 128 of these cases were during the month of March. Influenza continues to be widespread in NYS but we continue to see a decrease in cases weekly. NYSDOH has reported 5 Influenza- associated pediatric deaths this season. We continue to recommend that everyone 6 months and up get the flu vaccine- it's not too late! Vaccine continues to be available at some provider offices, pharmacies and at the Health Department.
- **Early Latent Syphilis:** 29-year old MSM college student was a contact of a Syphilis case in September 2017, was evaluated by his provider, had an RPR drawn and was appropriately treated for a Syphilis exposure. The RPR was negative at that time but he did have a rectal lesion which resolved following treatment. Case was re-tested on 3/15/18, after presenting for PrEP work-up, was asymptomatic and received appropriate treatment.
- **HIV Testing/Counseling:** During the month of March, the Health Department offered 10 clinic dates between three testing sites. There were 4 people tested and there were *no* positive results.
- **Health Advisories and Informational Messages Blast Faxed to Providers:**
 - Weekly Influenza report

Tuberculosis- (1 active case)

- **Case #1: (ongoing)** 58-year old male entered the USA in 2000 from South Korea. Case had positive T-spot in July 2017 and abnormal CXR September 2017 and was symptomatic with fever, night sweats and weight loss. Case reported that symptoms had been intermittent over the past 2 years, since his travel to India. PCP ordered thoracentesis on 9/26/18 which was AFB

and culture negative. Case was referred to TB consultant by PCP for follow-up in January 2018. Sputa x 3 obtained 1/16- 1/18/18. The 1/16/18 sample was AFB smear and PCR positive. Case was isolated at home and started on 4-drug treatment on 1/17/18; daily DOT initiated. Case had 3 additional sputa collected (1/29, 1/30 & 1/31); all were AFB smear negative. Case was released from isolation, per protocol and resumed his daily activities. Case is pan sensitive to prescribed TB medications. Treatment was reduced to two drugs three times a week on March 15. DOT performed at the health department per patient preference. He is tolerating his treatment well. Contact investigation completed with no subsequent active TB cases identified.

Tuberculosis Infection (LTBI): There were 24 Tuberculin Screening Tests (TST) placed during the month of March; there were *no* positive results.

Division for Community Health
PROGRAM Statistical Highlights for Board of Health - 2018

Community Health Services Clinical Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2018	Total 2017	Total 2016
Maternal Child / MOMS Services															
Client Caseload	85	80	77												
# of Client Admissions	21	14	9										44	181	254
# of Client Discharges	17	10	12										39	217	241
Maternal & Infant Office Visit**	9	4	10										23	99	163
Maternal & Infant Home Visit	68	59	48										175	918	928
Total Home & Office Visits	77	63	58	0	0	0	0	0	0	0	0	0	198	1017	1091

SafeCare															
# of Clients in program	5	6	7												
# Home Visits	10	13	16												


On-Call (Weekend) Nursing Visits to Patients															
Maternal & Infant On Call Visits	0	0	0										0	0	0
Rabies On Call Vaccinations	0	1	1										2	36	33
TB DOT On Call Visits	4	0	0										4	9	4
Total # On-Call Visits	4	1	1	0	0	0	0	0	0	0	0	0	6	45	37

Total Home, Office, SafeCare, On-Call Visits	91	77	75	0	0	0	0	0	0	0	0	0	204	1062	1128
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Childbirth Education															
# of Childbirth Education Classes	0	0	0										0	3	3
# of Childbirth Education Moms*	0	0	0										0	15	13

DOT = Direct Observe Therapy Visits

MOMS = Medicaid Obstetrical and Maternal Services

 Shaded areas indicate revisions from the previous report


* CBE Moms is duplicated count


** Office visit includes intake visits

Community Health Services Clinical Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2018	Total 2017	Total 2016
Immunization Program (does not include counts for rabies vaccinations)															
Immunization Clients Served: Children	22	19	22										63	274	263
Immunization Clients Served: Age19 +	26	32	5										63	599	553
Total Immunization Clients	48	51	27	0	0	0	0	0	0	0	0	0	126	873	816
Immunizations Administered: Children	46	39	39										124	553	496
Immunizations Administered: Age 19 +	32	40	6										78	668	578
Total Immunizations Administered	78	79	45	0	0	0	0	0	0	0	0	0	202	1221	1074
# of Influenza Immunizations	29	34	11										74	591	536
# of All Other Immunizations	49	45	34	0	0	0	0	0	0	0	0	0	128	630	538
Rabies Vaccination Program (Internal data, reporting to NYSIIS may be ongoing)															
Post-Exposure Clients	3	9	2										14	139	104
Post-Exposure Vaccinations	8	19	3										30	277	228
Tuberculosis Program															
Cumulative Active TB clients	2	3	3										2	5	4
Active TB Admissions	1	0	0										1	4	3
Active TB Discharges	0	1	1										2	3	2
Current Active Clients	3	2	1										N/A	N/A	N/A
TB Direct Observe Therapy Home Visits	38	44	33										115	353	102
# of Tuberculosis Screening Tests	20	6	24										50	231	312
Anonymous HIV Counseling & Testing Clinics															
# of HIV Clinics - including Walk-Ins	3	6	10										19	89	121
# of Clients Counseled & Tested	1	10	4										15	73	101
HIV Positive Eliza & Western Bloc	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Women, Infants, Children Clinic															
Monthly New Enrollments	42	47											41	130	669
Total Participants Served	471	370											414	1255	6240
Participants w/Active Checks	1079	1046											1075	1067	1289
Total Enrolled (Summary is an Average)	1284	1256											1269	1270	1512
% No-Show	16.0%	16.7%											15.3%		
% Active Participation	71.9%	69.7%											71.7%		
% Caseload Target (FY17 Target = 1500)	85.6%	83.7%											84.6%		

123 Red numbers indicate preliminary data; subject to revision

UA = Unavailable at this time

 yellow cells are averages

 This count includes TB DOT office visits for one client

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 02APR18
 Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS Month=March

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
CAMPYLOBACTERIOSIS**	3	34.3	2	22.9	0	0.0	3	34.3	2	22.9
CRYPTOSPORIDIOSIS**	3	34.3	1	11.4	4	45.8	0	0.0	2	22.9
GIARDIASIS	1	11.4	1	11.4	0	0.0	1	11.4	1	11.4
HEPATITIS B,CHRONIC	0	0.0	1	11.4	1	11.4	0	0.0	1	11.4
HEPATITIS C,CHRONIC	4	45.8	8	91.5	7	80.1	3	34.3	6	68.7
INFLUENZA A, LAB CONFIRMED	17	194.5	77	881.1	187	2139.8	8	91.5	91	1041.3
INFLUENZA B, LAB CONFIRMED	111	1270.1	52	595.0	16	183.1	12	137.3	27	309.0
LYME DISEASE** ****	4	45.8	0	0.0	3	34.3	0	0.0	1	11.4
MUMPS**	2	22.9	0	0.0	0	0.0	0	0.0	0	0.0
PERTUSSIS**	1	11.4	0	0.0	0	0.0	0	0.0	0	0.0
SALMONELLOSIS**	0	0.0	0	0.0	1	11.4	0	0.0	0	0.0
STREP,GROUP A INVASIVE	2	22.9	1	11.4	0	0.0	0	0.0	0	0.0
STREP,GROUP B INVASIVE	1	11.4	0	0.0	0	0.0	0	0.0	0	0.0
STREP PNEUMONIAE,INVASIVE**	1	11.4	2	22.9	0	0.0	1	11.4	1	11.4
SYPHILIS TOTAL.....	1	11.4	0	0.0	3	34.3	2	22.9	2	22.9
- P&S SYPHILIS	0	0.0	0	0.0	2	22.9	2	22.9	1	11.4
- EARLY LATENT	1	11.4	0	0.0	0	0.0	0	0.0	0	0.0
- LATE LATENT	0	0.0	0	0.0	1	11.4	0	0.0	0	0.0

	2018		2017		2016		2015		Ave (2015-2017)	
Disease	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
GONORRHEA TOTAL.....	17	194.5	3	34.3	2	22.9	5	57.2	3	34.3
- GONORRHEA	17	194.5	3	34.3	2	22.9	5	57.2	3	34.3
CHLAMYDIA	49	560.7	45	514.9	27	309.0	28	320.4	33	377.6

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

**Confirmed and Probable cases counted

***Not official number

**** In 2015-2016, 25 counties investigated a sample of positive laboratory results; in 2017, 27 counties sampled; in 2018, 30 counties sampled.

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 02APR18

Through March

Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
ANAPLASMOSIS**	0	0.0	1	3.8	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	6	22.9	4	15.3	1	3.8	4	15.3	3	11.4
CRYPTOSPORIDIOSIS**	3	11.4	2	7.6	5	19.1	0	0.0	2	7.6
ECOLI SHIGA TOXIN	0	0.0	0	0.0	1	3.8	1	3.8	1	3.8
GIARDIASIS	3	11.4	2	7.6	0	0.0	3	11.4	2	7.6
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	3.8	0	0.0	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC	3	11.4	4	15.3	4	15.3	0	0.0	3	11.4
HEPATITIS C,ACUTE	2	7.6	1	3.8	0	0.0	0	0.0	0	0.0
HEPATITIS C,CHRONIC	9	34.3	17	64.8	21	80.1	18	68.7	19	72.5
INFLUENZA A, LAB CONFIRMED	420	1602.0	357	1361.7	299	1140.4	284	1083.2	313	1193.8
INFLUENZA B, LAB CONFIRMED	529	2017.7	77	293.7	18	68.7	48	183.1	48	183.1
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	1	3.8	2	7.6	0	0.0	1	3.8
LYME DISEASE** ****	8	30.5	0	0.0	5	19.1	1	3.8	2	7.6
MENINGITIS, ASEPTIC	1	3.8	0	0.0	0	0.0	0	0.0	0	0.0
MUMPS**	2	7.6	0	0.0	0	0.0	0	0.0	0	0.0
PERTUSSIS**	1	3.8	1	3.8	0	0.0	0	0.0	0	0.0
SALMONELLOSIS**	2	7.6	0	0.0	2	7.6	3	11.4	2	7.6

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
SHIGELLOSIS**	1	3.8	0	0.0	0	0.0	0	0.0	0	0.0
STREP, GROUP A INVASIVE	2	7.6	1	3.8	1	3.8	0	0.0	1	3.8
STREP, GROUP B INVASIVE	3	11.4	0	0.0	1	3.8	2	7.6	1	3.8
STREP PNEUMONIAE, INVASIVE**	4	15.3	3	11.4	2	7.6	2	7.6	2	7.6
TUBERCULOSIS***	1	3.8	1	3.8	0	0.0	0	0.0	0	0.0
ZIKA VIRUS (SYMPTOMATIC)**	0	0.0	0	0.0	1	3.8	0	0.0	0	0.0
SYPHILIS TOTAL.....	1	3.8	1	3.8	4	15.3	2	7.6	2	7.6
- P&S SYPHILIS	0	0.0	0	0.0	2	7.6	2	7.6	1	3.8
- EARLY LATENT	1	3.8	0	0.0	1	3.8	0	0.0	0	0.0
- LATE LATENT	0	0.0	1	3.8	1	3.8	0	0.0	1	3.8
GONORRHEA TOTAL.....	38	144.9	26	99.2	11	42.0	16	61.0	18	68.7
- GONORRHEA	38	144.9	26	99.2	11	42.0	16	61.0	18	68.7
CHLAMYDIA	115	438.6	104	396.7	87	331.8	83	316.6	91	347.1
CHLAMYDIA PID	1	3.8	0	0.0	0	0.0	0	0.0	0	0.0

*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

**** In 2015-2016, 25 counties investigated a sample of positive laboratory results; in 2017, 27 counties sampled; in 2018, 30 counties sampled.

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

Children with Special Care Needs Highlights March 2018

Staff Activities

Staff Committees/Meetings

- CSCN Software Committee meets weekly (Michele Card, Cindy Lalonde, Barb Wright, Deb Thomas, Greg Potter IT Director and Roger Cotrofeld, IT)
- Julie Norton attended CPSE Chairs Meeting on 3/16/18
- All staff attended CSCN Monthly Staff Meeting on 3/19/18

Staff Training

- Karen Bishop presented training on the POD exercise, current syringe education and registering with the CDMS at the Staff meeting on 3/19/18
- Mental Health First Aid Training on 3/20/18 and 3/22/18 was attended by Barb Wright, Diane Olden, Julie Norton, Capri Prentice, Margo Polikoff, Linda Taylor, and Debbie Thomas
- CPR Recertification was attended by Pat Washburn and Erin Worsell on 3/22/18
- Margo Polikoff attended CPSE to CSE Transition Training by SUPAC on 3/28/18

Division Managers

Deb Thomas:

- Attended Senior Leadership Meeting on 3/7/18 and 3/12/18
- Attended Health Department Management Meeting on 3/13/18
- Met with Frank Kruppa for CSCN program meeting 3/7/18 and 3/21/18
- Attended the Board of Health Meeting 3/27/18
- Social Media meeting 3/5/18
- Meeting with Racker Center's Program Director Cris Donovan on Medicaid Children's Health Homes 3/9/18
- Phone conference for the NYS Systemic Improvement Plan for Early Intervention on 3/23/18
- 30 Million Words Leadership meetings 3/8/18 and 3/29/18
- Board of Health Meeting 3/27/18

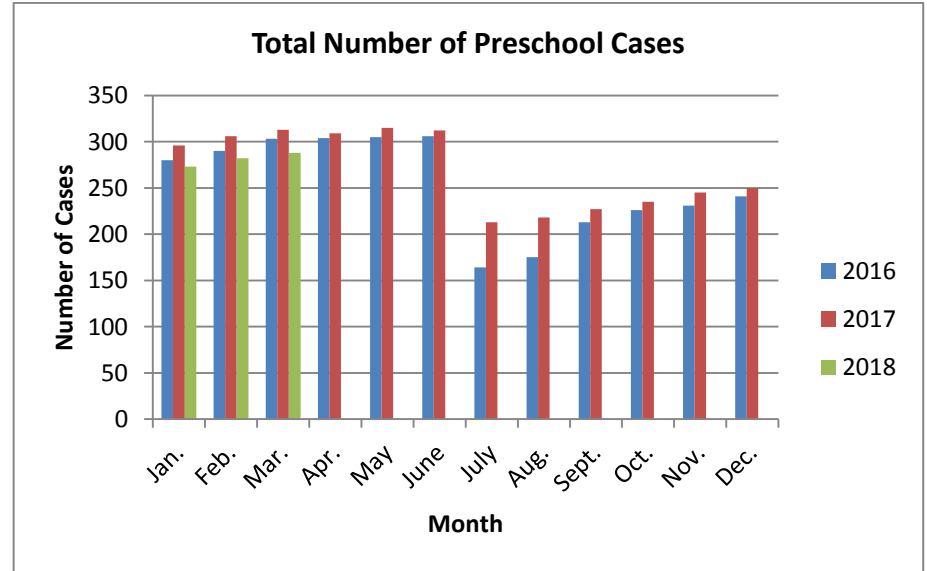
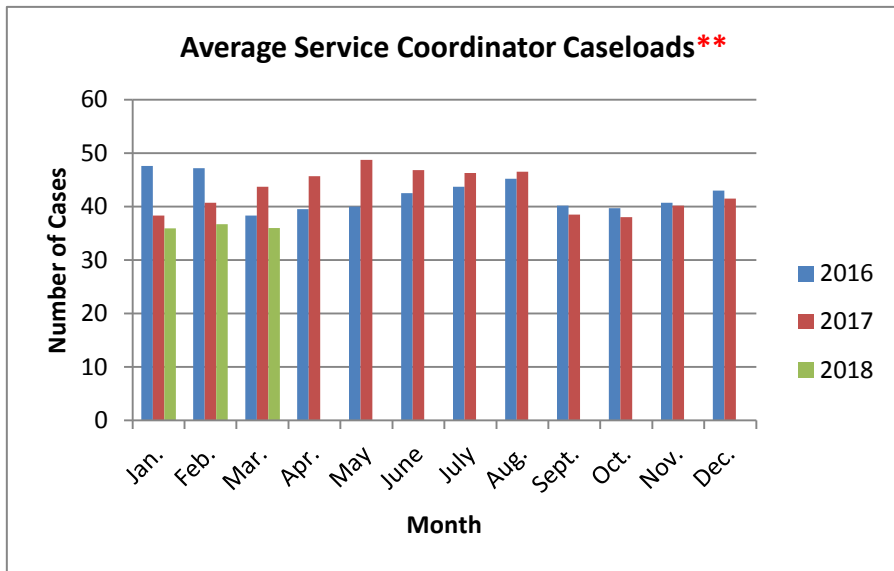
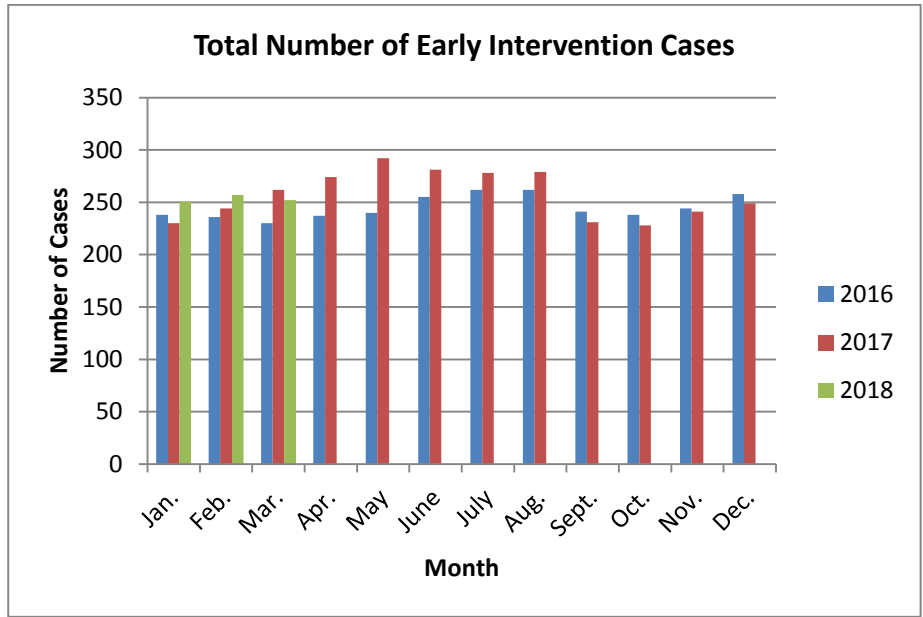
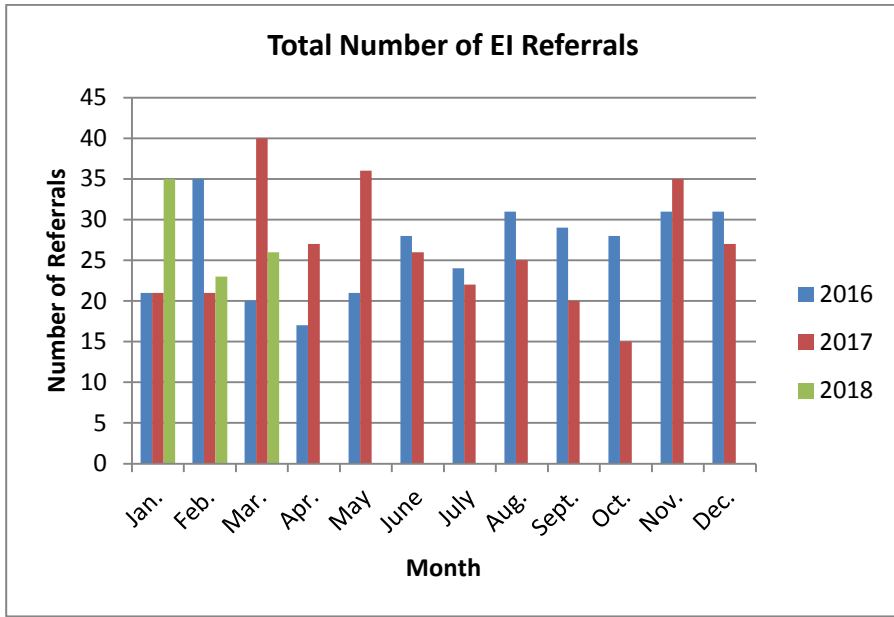
Cindy LaLonde & Barb Wright:

- Attended the Health Department Management meeting on 3/13/18

Other:

- CSCN staff are participating in a Community Read of 30 Million Words-Building a Child's Brain by Dr. Dana Suskind, MD.
- Software progress continues with forms building for or iCentral software for the EI program. Form building by Tompkins county is almost complete and hardware purchase is being explored at this time.

Children with Special Care Needs Division Statistics Based on Calendar Year



**** Average Service Coordinator Caseloads showing decrease due to increase in fully oriented Ongoing Service Coordinators**

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Number of Program Referrals	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
Initial Concern/reason for referral:														
-- DSS Founded Case	4	1	1										6	13
-- Gestational Age													0	15
-- Gestational Age/Gross Motor													0	0
-- Cognitive Delay													0	1
-- Global Delays													0	4
-- Hearing													0	1
-- Physical													0	0
-- Feeding	2		2										4	19
-- Feeding & Gross Motor													0	0
-- Feeding & Social Emotional													0	0
-- Gross Motor	6	4	6										16	74
-- Gross Motor & Feeding			1										1	1
-- Gross Motor & Fine Motor	2												2	0
-- Gross Motor & Social Emotional													0	1
-- Fine Motor													0	1
-- Fine Motor & Cognitive													0	0
-- Social Emotional		1											1	11
-- Social Emotional & Adaptive													0	0
-- Speech	12	14	14										40	155
-- Speech & Feeding	1												1	3
-- Speech & Fine Motor													0	2
-- Speech & Gross Motor	1	1	1										3	3
-- Speech & Sensory			1										1	0
-- Speech & Social Emotional	1	2											3	3
-- Adaptive													0	0
-- Adaptive/Sensory	3												3	3
-- Adaptive/Fine Motor													0	0
-- Qualifying Congenital / Medical Diagnosis	1												1	0
-- Child Find (At Risk)	2												2	0
Total Number of Early Intervention Referrals	35	23	26	0	0	0	0	0	0	0	0	0	84	310

Caseloads														
Total # of clients qualified and receiving svcs	214	225	219											
Total # of clients pending intake/qualification	37	32	33											
Total # qualified and pending	251	257	252											
Average # of Cases per Service Coordinator	35.9	36.7	36.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Family/Client visits	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- Intake visits	22	27	17										66	276
-- IFSP Meetings	48	35	39										122	479
-- Amendments	16	21	8										45	179
-- Core Evaluations	23	19	20										62	237
-- Supplemental Evaluations	7	9	6										22	80
-- DSS Visit	0	0	0										0	1
-- EIOD visits	3	3	1										7	36
-- Observation Visits	54	25	40										119	553
-- CPSE meetings	7	12	6										25	80
-- Program Visit	0	0	2										2	10
-- Family Training/Team Meetings	0	0	2										2	7
-- Transition meetings	15	15	13										43	118
-- Safe Care Visits	0	0	0										0	31
-- Other Visits	4	0	0										4	32
IFSPs and Amendments														
# of Individualized Family Service Plans Completed	48	35	39										122	479
# of Amendments to IFSPs Completed	31	35	15										81	238
Services and Evaluations Pending & Completed														
Children with Services Pending														
-- Audiological	1	0	2											
-- Feeding	0	0	0											
-- Nutrition	0	0	1											
-- Occupational Therapy	1	1	1											
-- Physical Therapy	2	1	4											
-- Social Work	1	1	0											
-- Special Education	0	0	0											
-- Speech Therapy	0	1	2											
# of Supplemental Evaluations Pending	11	5	14											
Type:														
-- Audiological	4	3	6											
-- Developmental Pediatrician	1	0	0											
-- Diagnostic Psychological	0	0	0											
-- Feeding	1	1	1											
-- Physical Therapy	0	0	2											
-- Speech	2	0	4											
-- Occupational Therapy	3	1	1											
-- Vision	0	0	0											
-- Other	0	0	0											

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Services and Evaluations Pending & Completed (continued)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
# of Supplemental Evaluations Completed	12	17	7	0	0	0	0	0	0	0	0	0	36	123
Type:														
-- Audiological	3	6	2											36
-- Diagnostic Psychological	1	1	1											2
-- Developmental Pediatrician	1	1	0											1
-- Feeding	0	1	2											14
-- Occupational Therapy	3	6	1											27
-- Physical Therapy	2	0	0											14
-- Speech Therapy	2	2	1											29
-- Vision	0	0	0											0
-- Other	0	0	0											0
Diagnosed Conditions														
Autism Spectrum														
-- Children currently diagnosed:	2	3	3											
-- Children currently suspect:	12	13	23											
Children with 'Other' Diagnosis														
-- Agenesis of Corpus Collosum	1	1	1											
-- Agenesis of Pectoral Muscle	1	1	1											
-- Apraxia	0	1	0											
-- Athrogryposis	0	1	1											
-- Brain Anomalies	1	1	0											
-- Cardiac Anomaly	2	2	1											
-- Cerebral Palsy (CP)	2	2	3											
-- Chromosome Abnormality	3	2	1											
-- Cleft Lip/Palate	6	6	4											
-- Crouzon Syndrome	1	1	1											
-- DiGeorge Syndrome	1	1	1											
-- Down Syndrome	5	5	5											
-- Ectrodactyly	1	1	1											
-- Failure to Thrive	2	1	0											
-- Feeding Difficulties	12	9	9											
-- GERD	2	2	0											
-- Hearing Loss	3	6	5											
-- Hydrocephalus	1	1	1											
-- Hydronephrosis	1	1	1											
-- Hypotonia	2	1	0											
-- Intrauterine Stroke	1	0	0											
-- Macrocephaly	2	2	1											
-- Malabsorption	1	1	1											
-- Microcephaly	2	2	1											
-- Noonan's Syndrome	0	1	1											
-- Plagiocephaly	4	4	1											
-- Prematurity	11	13	12											
-- Pyriform Aperture Stenosis w/ Hard Palate Cleft	1	1	1											
-- Reduction of Upper Limb	1	1	1											
-- Selective Mutism	1	1	1											
-- Spina Bifida	1	1	1											
-- Torticollis	8	5	1											

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Early Intervention Discharges	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- To CPSE	3	0	0										3	84
-- Aged out	0	2	0										2	5
-- Declined	6	4	5										15	51
-- Skilled out	2	3	8										13	35
-- Moved	1	0	4										5	31
-- Not Eligible	8	11	6										25	63
-- Other	2	2	2										6	21
Total Number of Discharges	22	22	25	0	0	0	0	0	0	0	0	0	69	290

Child Find	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
Total # of Referrals	2	0	0										2	5
Total # of Children in Child Find	5	4	4											
Total # Transferred to Early Intervention	1	0	0										1	3
Total # of Discharges	1	0	0										1	7

**Children with Special Care Needs Division
Statistical Highlights 2018**

PRESCHOOL SPECIAL EDUCATION PROGRAM

Clients Qualified and Receiving Services	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
Children per School District														
-- Ithaca	131	136	138											
-- Dryden	48	48	48											
-- Groton	20	21	21											
-- Homer	1	1	1											
-- Lansing	24	27	27											
-- Newfield	27	27	29											
-- Trumansburg	17	17	19											
-- Spencer VanEtten	2	2	2											
-- Newark Valley	1	1	1											
-- Odessa-Montour	2	2	2											
-- Candor	0	0	0											
-- Moravia	0	0	0											
-- Cortland	0	0	0											
Total # of Qualified and Receiving Services	273	282	288	0	0	0	0	0	0	0	0	0		

Services Provided	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
Services /Authorized by Discipline														
-- Speech Therapy (individual)	171	176	182											
-- Speech Therapy (group)	15	15	16											
-- Occupational Therapy (individual)	51	50	52											
-- Occupational Therapy (group)	3	3	3											
-- Physical Therapy (individual)	31	29	32											
-- Physical Therapy (group)	3	4	4											
-- Transportation														
-- Birnie Bus	26	26	27											
-- Ithaca City School District	42	41	41											
-- Parent	1	2	2											
-- Service Coordination	31	33	35											
-- Counseling (individual)	42	45	46											
-- Counseling (group)	0	0	0											
-- 1:1 (Tuition Program) Aide	7	8	8											
-- Special Education Itinerate Teacher	19	20	21											
-- Parent Counseling	34	35	36											
-- Program Aide	1	1	1											
-- Teaching Assistant	1	1	1											
-- ASL Interpreter	0	0	0											
-- Audiological Services	4	5	4											
-- Teacher of the Deaf	3	3	3											
-- Auditory Verbal Therapy	0	0	0											
-- Teacher of the Visually Impaired	0	0	0											
-- Nutrition	9	10	10											
-- Assistive Technology Services	0	1	1											
-- Skilled Nursing	0	0	0											
-- Vision	0	0	0											
Total # of children rcvg. home based related svcs.	204	213	218											

**Children with Special Care Needs Division
Statistical Highlights 2018**

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	2018 Totals	2017 Totals
-- Ithaca	42	42	42											
-- Cortland	0	0	0											
-- Dryden	15	15	15											
-- Groton	3	3	3											
-- Lansing	3	3	3											
-- Newfield	4	4	4											
-- Trumansburg	2	2	3											
-- Odessa-Montour	0	0	0											
-- Spencer VanEtten	0	0	0											
-- Moravia	0	0	0											
-- # attending Franziska Racker Centers	42	41	42											
-- # attending Ithaca City School District	27	28	28											
Total # attending Special Ed Integrated Tuition Progr.	69	69	70	0	0	0	0	0	0	0	0	0		

Municipal Representation Committee on Preschool Special Education	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- Ithaca	18	18	17										53	185
-- Candor	0	0	0										0	2
-- Dryden	10	11	8										29	72
-- Groton	1	2	1										4	21
-- Lansing	0	1	1										2	19
-- Newark Valley	0	0	0										0	0
-- Newfield	2	5	2										9	23
-- Odessa	0	0	0										0	0
--Trumansburg	0	0	1										1	11

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkinscountyny.gov>

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ENVIRONMENTAL HEALTH HIGHLIGHTS

March 2018

Outreach and Division News

Harmful Algal Bloom (HAB) Central Region Summit: On March 5-6, 2018, Anne Wildman participated in this summit, held at SUNY ESF in Syracuse, one of four regional meetings convened under the auspices of Gov. Cuomo. The summit was attended by representatives of the Departments of Health, Environmental Conservation and Agriculture and Markets as well as scientific and technical experts to promote interagency collaborative efforts and **best practices to combat HAB infestations in New York's lakes, ponds and reservoirs.**

The conference featured presentations by scientific and technical experts as well as people already implementing and teaching Best Management Practices in various disciplines. In addition, input was collected from the entire group by means of small group discussion and capture of the **suggestions and caveats arising.** The Governor's Office will be preparing action plans intended for implementation beginning this summer for 12 water bodies, including Cayuga Lake. Plans are expected to be released for public comment in May and are expected to be implemented this summer.

NYSACHO 2018 Environmental Health Summit - Harmful Algal Bloom (HAB): On March 28, Clayton Maybee, Chris Laverack, Scott Freyburger, Mik Kern and Adriel Shea attended the annual Environmental Health Summit at SUNY Albany's School of Public Health. The summit was entirely dedicated to HABs. Speakers addressed the public health risk associated with HABs, the NYSDEC HAB surveillance program, HABs in recreational waters and in drinking water, HAB illness surveillance, and HAB prevention and management.

State Septic System Replacement Fund: The State Septic System Replacement Fund, established under the Clean Water Infrastructure Act of 2017, provides reimbursement to property owners in selected locations for the septic system replacement costs up to \$10,000. The contract between the Health Department and the NYS Environmental Facilities Corporation (NYSEFC) was finalized at the end of March, authorizing Tompkins County Health Department to access these funds for eligible residents living along Cayuga Lake. EH is currently working with Tompkins County Information Technology Services (ITS) to identify attributes of the over 750 lake-front properties to determine which properties may be eligible and data to help prioritize use of these funds. Tompkins County has \$150,000 available this year, which translates to 15 systems if each receives the maximum of \$10,000.

Public Water Supply Sampling Records: Erica Herman joined EH in late January, working full time as a Project Assistant with EH through the end of March. Thanks to Erica, all Facility Basic Data Sheets (FBDS) and historical sample results for lead and copper, disinfection byproducts, nitrates and sodium have been digitized. EH will be discarding these hard copy files after **quality control has been conducted on the digital files.** Erica's position was funded through our Drinking Water Enhancement Grant. Her last day was March 28. We were happy to hear that Erica received an offer of employment with Cornell Cooperative Extension and will soon be working with their energy programs.

OWTS Permits: Laura Hogan has been working under contract with EH since the Fall of 2016 to configure BricsCAD, a somewhat simplified computer-aided design software program, for use by the OWTS team. Laura configured the software and developed tools and symbols specific to the sewage treatment systems that are designed in-house. She then trained all OWTS technical staff to use the program. Previously, sewage system designs were drawn by hand or using various other methods or now outdated software programs. EH is pleased to report that all OWTS technical staff are now routinely using BricsCAD to produce the designs in our OWTS permits, resulting in more consistent and standardized design drawings.

ICSD Water Fixtures: On March 23, Adriel Shea and Liz Cameron met with representatives from the Ithaca City School District (ICSD) to discuss the status of their water systems and past concerns about lead in drinking water at schools. Bottled water continues to be supplied to all ICSD schools, a decision made by the ICSD Board and not due to regulatory requirements. ICSD has replaced most of the fixtures that had lead levels above the action level of 15 ppb at Caroline, Enfield, Northeast and South Hill elementary schools. They are testing each of these fixtures and hope to have elevated fixtures replaced and testing completed in all schools by next September. They are also looking at installing Point-of-Use units for drinking water in hallways and have developed a policy prohibiting drinking (and eating) in school labs. In a related matter, chloride samples from Caroline Elementary School have been elevated – near or above the Maximum Contaminate Level for chloride. Additional samples are being collected as this situation is investigated.

Training:

Chris Laverack and Becky Sims participated in the quarterly Drinking Water Wednesday Forum in Trumansburg. This is a public information series about drinking water in the community. Chris provided information regarding individual water wells in addition to updates on municipal water and HABs. Becky provided information to the community members about on-site wastewater systems.

Kristee Morgan provided After Hours Food Training for Becky Sims, Mik Kern, and Scott Freyburger on March 20.

Scott Freyburger, Janice Koski, and Brenda Coyle attended Mental Health First Aid Training provided by the Tompkins County Mental Health Association on the mornings of March 20 and 21.

Clayton Maybee completed the online ServSafe Food Handler Course on March 27.

Mik Kern gave a presentation on March 7 at a workshop put on by the Downtown Ithaca Alliance: Event Planning for Beginners. Mik provided information about temporary food permits, requirements, and best practices.

Rabies Control Program

There was one confirmed case of rabies in a gray fox in Tompkins County during March 2018. One person was treated for a bite obtained during the incident.

Key Data Overview				
	This Month	YTD 2018	YTD 2017	TOTAL 2017
Bites¹	20	49	48	275
Non Bites²	1	19	9	203
Referrals to Other Counties	3	7	4	22
Submissions to the Rabies Lab	8	27	25	218
Human Post-Ex Treatments	2	13	2	140
Unvaccinated Pets 6-Month Quarantined³	1	1	0	0
Unvaccinated Pets Destroyed⁴	0	0	0	1
Rabid Animals (Laboratory Confirmed)	1	2	0	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.

³When 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 2018	YTD 2017	Total 2017	By TCHD	By Cornell	Totals		Mo	YTD 2018	YTD 2017	Total 2017
							Mo	YTD				
Cat	5	17	16	108	1	0	1	4	0	0	0	1
Dog	13	28	31	146	1	0	1	3	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	1	0	0	0	0	0	0	0	0
Domestic Raccoon	0	0	0	2	0	0	0	0	0	0	0	0
Bats	1	1	0	9	2	0	2	15	0	0	0	5
Skunks	0	1	0	0	0	0	0	1	0	1	0	0
Foxes	1	1	0	4	1	1	2	2	1	1	0	3
Other Wild	0	1	0	3	0	2	2	2	0	0	0	0
Totals	20	49	48	275	5	3	8	27	1	2	0	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:

The Bistro @ La Tourelle, T-Ithaca	Ithaca Press, C-Ithaca
Apollo Restaurant, C-Ithaca	K-House Karaoke, V-Lansing
Café Dewitt, C-Ithaca	La Tourelle Catering, T-Ithaca
Center Café, C-Ithaca	Maxie's Supper Club & Oyster Bar, C-Ithaca
Collegetown Bagels – Aurora St., C-Ithaca	Newfield Elementary School, T-Newfield
CU – Becker House, C-Ithaca	Newfield Middle/High School, T-Newfield
CU – Dairy Bar, T-Ithaca	Papa John's, C-Ithaca
CU – North Star, T-Ithaca	Pokeland I, C-Ithaca
CU – Trillium, C-Ithaca	Red's Place, C-Ithaca
CU – Willard Straight Dining, C-Ithaca	Sammy's Pizzeria, C-Ithaca
Dunkin Donuts – Collegetown, C-Ithaca	Silver Line Tap Room, V-Trumansburg
Foodnet – Groton Village Court, V-Groton	Starbucks Coffee Company 10395, C-Ithaca
Friendly's #7450, V-Lansing	State Diner, C-Ithaca
Gimme! Coffee-State Street, C-Ithaca	Subway #16-098 (Catherwood Road), V-Lansing
IC-Egbert Union Dining Hall, T-Ithaca	Sunset Grill, T-Ithaca
ICSD Belle Sherman Annex, C-Ithaca	Thai Basil, C-Ithaca
ICSD Belle Sherman Elementary School, C-Ithaca	Viva Taqueria & Cantina, C-Ithaca
ICSD Enfield Elementary, T-Enfield	Wings Over Ithaca, C-Ithaca
Italian Carryout, T-Ithaca	
Ithaca Ale House, C-Ithaca	
Ithaca Bakery, V-Lansing	

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 HACCP 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:

Bella Pizza, C-Ithaca	Mark's Pizzeria, V-Groton
De Tasty Hot Pot, C-Ithaca	Mitsuba Hibachi Sushi Restaurant, V-Lansing
Denny's, C-Ithaca	Napoli Pizzeria, C-Ithaca
Dolce Delight, T-Ithaca	Texas Roadhouse, C-Ithaca
Dunkin Donuts – Meadow St., C-Ithaca	Tianjin Foods, C-Ithaca
Empire Livestock Marketing, T-Dryden	Tokyo Hibachi, Sushi & Asian Bistro, C-Ithaca
Gorgers Taco Shack, C-Ithaca	

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

Critical Violations were found at the following establishments:

Easy Wok, V-Lansing

Toxic chemicals were stored so that contamination of food could occur. Storage was rearranged during the inspection.

Potentially hazardous foods were not cooled by an approved method. Products in various locations in the kitchen were observed to be at 97-99°F. The product had been cooked less than two hours previously and was moved to the walk-in to be rapidly chilled to 45°F using an approved method.

Potentially hazardous foods were not stored under refrigeration. Products in various locations in the kitchen were observed to be at 66-68°F. The products were discarded during the inspection.

Ko Ko Restaurant, C-Ithaca

Potentially hazardous foods are not kept at or below 45°F during cold holding. Product in cold holding was observed to be at 59-60°F. The product was removed from service and rapidly chilled to 45°F or less before use.

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F. Products in a refrigerated storage unit were observed to be at 59°F. The products were moved to functioning storage to be rapidly chilled to 45°F or less.

Gorgers Taco Shack, C-Ithaca

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F. Products in a refrigerated storage unit were observed to be at 53°F. The products were discarded during the inspection.

Taste of Thai, C-Ithaca

Cooked or prepared foods were subject to cross-contamination from raw foods. Storage was rearranged during the inspection.

Potentially hazardous foods were not stored under refrigeration. Product on the counter to be used for customer service was observed to be at 53°F. The product was discarded during the inspection.

Mark's Pizzeria, V-Groton

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods are stored below 45°F as required. Products in a refrigerated storage unit were observed to be at 49°F. The products were discarded by the operator during the inspection.

Serendipity Catering, T-Ithaca

Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in a refrigerated storage unit was observed to be at 50-51°F. The product was removed from service and rapidly chilled to 45°F or less before use.

Potentially hazardous foods were not stored under refrigeration. Product that had previously been un-refrigerated was observed to be at 64°F. The product was rapidly chilled to 45°F or less before use.

Hope's Events & Catering, V-Cayuga Heights

Potentially hazardous foods were not kept at or below 45°F during cold holding. Product out for customer service was observed to be at 59°F. The product was discarded during the inspection.

Napoli Pizzeria, C-Ithaca

Potentially hazardous foods were not cooled by an approved method. Product on a counter was observed to be at 96-99°F. The product had been cooked less than two hours previously and was moved to the walk-in to be rapidly chilled to 45°F using an approved method.

Dolce Delight, T-Ithaca

Potentially hazardous foods were not stored under refrigeration. Product for customer service was observed to be at 59°F. The product was discarded during the inspection.

Empire Livestock Marketing, T-Dryden

Potentially hazardous foods were not stored under refrigeration. Product for customer service was observed to be at 59°F. The product was discarded during the inspection.

Bella Pizza, C-Ithaca

Cooked or prepared foods were subject to cross-contamination from raw foods. Storage was rearranged during the inspection.

Denny's, C-Ithaca

Food workers did not wash hands thoroughly after contaminating their hands and before working with food.

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F in cold holding. Products in cold holding were observed to be at 51-59°F. The products were either discarded or moved to a working refrigeration unit to be rapidly chilled to 45°F or less before use.

Pontillo's Pizzeria, V-Groton

Potentially hazardous foods were not stored under refrigeration. Products for customer service were observed to be at 88-101°F. The facility operates with a waiver for time as a public health control but was not adhering to the conditions of the waiver. Temperature log sheets were established during the inspection.

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F in cold holding. Product in cold holding was observed to be at 52°F. The product was moved to a working refrigeration unit to be rapidly chilled to 45°F or less before use.

Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 78-111°F. The product was removed from service and rapidly reheated to 165°F or greater before use.

Cornell Vet School Café, T-Ithaca

Potentially hazardous foods were not stored under refrigeration. Products for customer service were observed to be at 52-60°F. The products were discarded during the inspection.

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F in cold holding. Products in cold holding were observed to be at 50-57°F. The products were either discarded or moved to a working refrigeration unit to be rapidly chilled to 45°F or less before use.

Calios Ithaca, C-Ithaca

An accurate thermometer was not available to evaluate potentially hazardous food temperatures during cooking, cooling, reheating and holding.

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F in cold holding. Products in cold holding were observed to be at 50-52°F. The products were discarded during the inspection.

SUMO Japanese Steakhouse & Sushi, V-Lansing

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F in cold holding. Products in cold holding were observed to be at 51-53°F. The products were moved to a working refrigeration unit to be rapidly chilled to 45°F or less before use.

Temporary Food Service Operation Permits are issued for single events at one location. The Food Protection Program **issued 34 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:

Bengali Students Association – Asia Night, Cornell University
 Cornell Dyson Business Minors at Culture Fest, Cornell University
 Cornell Taiwanese American Society – Little Formosa, Cornell University
 Culture Fest 2018, Cornell University
 Illuminations at 2018 Asia Night, Cornell University
 La Association Latina at Culture Fest, Cornell University
 MECHA 2018 at Culture Fest, Cornell University
 NASAC at 2018 Culture Fest, Cornell University
 Pi Delta Psi Fraternity, Cornell University
 Sri Lankan Students Association at Asia Night, Cornell University

Critical Violations were found at the following establishments:

There were no critical violation for the month.

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:

Sushi Osaka, C-Ithaca
 Sweet Melissa's-Press Bay Alley, C-Ithaca

Plans Approved:

Dunkin Donuts – Groton, V-Groton

New Permits Issued:

The Commons Kitchen, C-Ithaca
 CU-Moakley House, T-Ithaca
 Sushi Osaka, C-Ithaca
 Sweet Melissa's Ice Cream – Press Bay Alley, C-Ithaca

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

Engineering Plans Received

- Subdivision Plan, Ellis Hollow Road, Town of Dryden
- OWTS Plan for System designed at 0-499 GPD, Town of Lansing
- Lansing Commons Subdivision Plan Reapproval, Town of Lansing
- Public Water System, Fingerlakes GrassRoots Festival, T-Ulysses

Four plans for cross-connection were received this month.

Problem Alerts/Emergency Responses

None reported this month.

Childhood Lead Program

CHILDHOOD LEAD PROGRAM	MONTH	YTD 2018	YTD 2017	TOTAL 2017
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	1	3
C: Hazards Found:				
C1: Due to B1	0	0	0	1
C2: Due to B2	0	0	1	3
D: Abatements Completed:	0	0	0	0
E: Environmental Lead Assessment Sent:	0	0	1	2
F: Interim Controls Completed:	0	0	0	0
G: Complaints/Service Requests (w/o medical referral):	5	12	12	56
H: Samples Collected for Lab Analysis:				
- Paint	0	0	1	2
- Drinking Water	0	0	0	0
- Soil	0	0	0	2
- XRF	0	0	1	3
- Dust Wipes	0	0	2	5
- Other	0	0	0	1

Quarterly Overview of Accela/Accela Citizen Access (ACA) Records:

For the period of January 1 through March 31, 112 permit applications (27% of the 409 total applications that can be received through Accela Citizen Access) and 58 payments in the amount of \$10,254 were received electronically.

The following is a breakdown of permit records by program for the 1st quarter of 2018.

Program	Total Records Processed			Total Records Processed Electronically		
	1st Quarter	YTD 2018	Total 2017	1st Quarter	YTD 2018	Total 2017
Ag Fairground/Mass Gathering	2	2	2	0	0	0
Campground	6	6	11	1	1	4
Childrens' Camp	1	1	32	0	0	1
Complaints	28	28	155	*	*	*
Enforcement/NOV	30	30	91	*	*	*
Food Service Establishments	115	115	533	5	5	42
Individual Water	25	25	33	*	*	*
Information Requests	19	19	72	*	*	*
Mobile Home Park	0	0	39	0	0	2
OWTS	48	48	264	9	9	59
Other (Admin)	10	10	95	*	*	*
Plan Review	17	17	29	*	*	*
Public Water	143	143	146	9	9	13
Swimming Pool/Beaches	6	6	59	3	3	30
Temporary Food	88	88	423	85	85	387
Temp. Residence	0	0	33	0	0	13
Total	538	538	2017	112	112	551

*Not available in ACA

Summary of Open BOH Enforcement Actions:

Date of BOH Action	Facility	Owner/ Operator	Basis for Action	Penalty Assessed	Next BOH Order Deadline	Status
3/29/18	Sicilian Delight Pizzeria	Frank Crocilla	Food Service Establishment – Repeat Violations	\$400	Payment due by 5/15/18.	Monitoring Compliance
3/29/18	111 Patchen Court	Kevin Jacobs	Construction of a Sewage System without a Permit	\$400	Payment due by 5/15/18.	Monitoring Compliance
2/27/18	Glenwood Apartments	Pam Hutchings	Public Water System Violations – Modification of Systems w/o approval	\$1450 (Suspended pending compliance)	Submit Engineer’s Certification by 5/14/18.	Monitoring Compliance
2/27/18	Ulysses WD #3	Town of Ulysses	Prior Public Water System Violations – Disinfection Byproducts	N/A	Submission of quarterly compliance reports for 1 year.	Monitoring Compliance
1/23/18	Taste of Thai Express	Akhin Pancharoen	Violation of Board of Health Orders	\$1,600 (paid)	Awaiting copies of food safety certificates.	Monitoring Compliance
1/23/18	Taste of Thai	Angsana Pancharoen	Violation of Board of Health Orders	\$1,200 (\$600 paid-payment plan established)	Awaiting copies of food safety certificates. Payment of \$300 due 4/30/18.	Monitoring Compliance
1/23/18	Tamarind	Sadudee Pancharoen	Violation of Board of Health Orders	\$800 (\$400 paid-payment plan established)	Awaiting copies of food safety certificates. Payment of \$200 due 4/30/18.	Monitoring Compliance
5/23/17	Hope’s Events and Catering	Hope Rich	Food Service Establishment - Operating without a Permit	\$400	Payment plan to be initiated by 4/16/18	Payment Outstanding – Temporary permit issued requiring payment plan
10/25/16	City of Ithaca WTP	City of Ithaca	Public Water System Violations – Maximum Contaminant Level exceedances	\$500 (Paid)	NA	Monitoring Compliance
12/11/12	Village of Dryden PWS	Village of Dryden	Public Water System Violations – Arsenic and Storage Tank Replacement	N/A	Complete New TC3 and Ferguson Road Water Storage Tanks by 9/1/18.	Monitoring Compliance

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

Ph: (607) 274-6688
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CERTIFIED, REGULAR, & ELECTRONIC MAIL

April 12, 2018

Tim Ciaschi
ROCAT Grove, LLC.
805 West Buffalo Street
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-17-0049
Alleged Violation of Adolescent Tobacco Use Prevention Act (ATUPA)
Pete's Grocery & Deli, C-Ithaca**

Dear Mr. Ciaschi:

Thank you for signing the Stipulation Agreement on April 10, 2018, for Pete's Grocery & Deli.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, April 24, 2018**. 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, P.E.
Director of Environmental Health

Enclosures – Draft Resolution, Stipulation Agreement and Orders, Resolution # 16-0005 and Case Summary

pc: F:\EH\TOBACCO\ATUPA\Facilities - Violations\Pete's Grocery & Deli\2017\Draft Res EH-ENF-17-0049.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Ithaca Building Department; Mayor Myrick; Leslyn McBean-Clairborne, TC Legislature; Margaret Dietrich, NYSDOH;
NYSDOH: Steve Martin; Neal Bertron; Tim Wiant; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health;
Frank Kruppa, Public Health Director; Mik Kern; Skip Parr; Brenda Coyle
scan: Signed copy to Accela



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

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DRAFT RESOLUTION # EH-ENF-17-0049 FOR

**Pete’s Grocery & Deli
Tim Ciaschi, ROCAT Grove LLC., Owner/Operator
805 West Buffalo Street
Ithaca, New York 14850**

Whereas, the representative of a business that sells retail tobacco products must comply with the regulations of Article 13-F, Section 1399-cc of the New York State Public Health Law (NYSPHL) and Tompkins County Local Law No.b of 2017; **and**

Whereas, on April 26 2016, Tompkins County Board of Health Resolution #EH-ENF -16-0005 ordered Tim Ciaschi to prohibit the sale of tobacco products to minors; **and**

Whereas, on December 29, 2017, the Tompkins County Health Department observed the sale of a tobacco product to a minor at Pete’s Grocery & Deli; **and**

Whereas, following notification of the December 29, 2017, sale of tobacco to a minor, Pete’s Grocery & Deli purchased and installed a scanner and notified the Tompkins County Health Department that they had adopted a new policy that requires the scanning of a driver’s license for any and all sales involving the sale of tobacco, regardless of the apparent age of the customer; **and**

Whereas, Tim Ciaschi believes that Pete’s Grocery & Deli will incur a hardship of such magnitude that it will be required to close, thus eliminating jobs for thirteen (13) people in the Ithaca community, if the registration to sell tobacco and the lottery license held by Pete’s Grocery & Deli is suspended for six (6) months; **and**

Whereas, Tim Ciaschi understands the Tompkins County Health Department is required to take enforcement and report illegal sales to the New York State Department of Health and has no control over the suspension of tobacco and lottery licenses for Pete’s Grocery & Deli; **and**

Whereas, the Stipulation Agreement informed Tim Ciaschi that, if the licenses for tobacco and lottery are not suspended, the Health Department would support a 6 month probation period where if a violation of the ATUPA law were to occur, it would result in the Health Department making a referral for permanent revocation of its tobacco license and prevent a new license from being issued; **and**

Whereas, Tim Ciaschi, Owner, signed a Stipulation Agreement with Public Health Director’s Orders on April 10, 2018, agreeing that Pete’s Grocery & Deli violated Article 13-F, Section 1399-cc of the NYSPHL Tompkins County Local Law No.b of 2017, and Board of Health Orders #EH-ENF-16-0005; **now therefore be it**

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

1. Pay a penalty, not to exceed \$500 plus a \$50 state mandatory surcharge for this violation, **due by June 15, 2018. (Do Not** submit penalty payment until notified by the Tompkins County Health Department); **and**
2. Meet the terms and conditions set forth in Stipulation Agreement And Orders #EH-ENF-17-0049 including the requirement of scanning a purchaser's driver's license regardless of age for all tobacco sale transactions; **and**
3. Submit copies of the certificates issued from a state certified tobacco sales training program for each employee **by May 25, 2018; and**
4. Prohibit the sale of tobacco products to minors and anyone under the age of 21 years.



Frank Kruppa
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STIPULATION AGREEMENT AND ORDERS # EH-ENF-17-0049

**Pete's Grocery & Deli
Tim Ciaschi, ROCAT Grove LLC, Owner/Operator
805 West Buffalo Street
Ithaca, New York 14850**

I, Timothy J. Ciaschi, as a representative for Pete's Grocery & Deli, agree that on December 29, 2017, Pete's Grocery & Deli was in violation of New York State Public Health Law, Article 13F, Section 1399-cc, Board of Health Orders # EH-ENF-16-0005 and Tompkins County local Law No. b of 2017 for selling tobacco to a minor (the "Violation").

On or about January 2, 2018, I received a notice regarding the Violation from the Tompkins County Health Department.

Upon receiving such notice, I purchased and installed a Honeywell brand Fusion 3780 Omnidirectional Laser Scanner (the "Scanner"). The Scanner is designed for specialty stores, pharmacies, liquor stores, and convenience stores. Additional information regarding the technical specifications of the Scanner is attached as Schedule A.

The Scanner is programmed to require the scanning of a driver's license for any sales transactions involving tobacco. Pete's Grocery & Deli also adopted a new policy that requires the scanning of a driver's license for any and all sales involving the sale of tobacco, regardless of the apparent age of the customer. Pursuant to the software installed in the scanner and the newly adopted policy, a store clerk cannot complete any sales transactions involving the sale of tobacco if the purchaser's driver's license is not scanned.

On or about January 24, 2018, I met with representatives from the Tompkins County Health Department and the Interim County Administrator, along with the employee who was directly responsible for incurring the Violation, to discuss the (i) severity of the Violation and (ii) the remedial actions taken to date.

As of the date of this agreement, Pete's Grocery & Deli employs thirteen (13) individuals in various capacities. A true and correct copy of a recent payroll summary of Pete's Grocery & Deli (with the names of the employees redacted) is attached as Schedule B. By executing and delivering this Agreement, I am representing and warranting that all of the individuals employed at Pete's Grocery & Deli will receive a certificate from a state certified tobacco sales training program as a condition of employment within the next thirty (30) days.

If the registration to sell tobacco and the lottery license held by Pete's Grocery & Deli is suspended for six (6) months, I believe Pete's Grocery & Deli will incur a hardship of such magnitude that it will be required to close, thus eliminating jobs for thirteen (13) people in the Ithaca community.

The Tompkins County Health Department has represented that it would be supportive of allowing Pete's Grocery and Deli to be placed on probation for a period of six (6) months (the "Probation Period") as a result of the Violation in lieu of a six (6) month suspension.

I understand that although the Tompkins County Health Department has represented that it would support a probation in lieu of a suspension, it is required to report illegal sales to the New York State Department of Health, which will ultimately determine whether probation will be allowed in lieu of a suspension of the tobacco and lottery licenses for Pete's Grocery & Deli for a period of six (6) months.

If the licenses are not suspended, I understand that as a result of the Violation, Pete's Deli & Grocery will be placed on probation during the Probation Period.

I further understand that if there is a violation of ATUPA law during the Probation Period, that Pete's Grocery & Deli's tobacco registration will be referred to the appropriate New York State agency for permanent revocation and a new license to sell tobacco will not be issued. In addition, a fine of \$2,500 will be assessed.

I agree to pay a penalty, not to exceed \$500 plus a \$50 surcharge for this violation, 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. Meet the terms and conditions set forth in Stipulation Agreement And Orders #EH-ENF-17-0049 including the requirement of scanning a purchaser's driver's license regardless of age for all tobacco sale transactions; **and**
2. Submit copies of the certificates issued from a state certified tobacco sales training program for each employee **by May 25, 2018; and**
3. Prohibit the sale of tobacco products to minors and anyone under the age of 21 years.

I understand this agreement is offered as an alternative to a formal administrative hearing and that Pete's Grocery & Deli is subject to further action if I fail to comply with the orders.

Signed: [Signature] Date: 4/10/2018

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

Signed: Brenda L. Gunnell-Crosby Date: 4/11/18
Frank Kruppa
Public Health Director



Your Partner for a Healthy Community

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

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SCHEDULE A

Honeywell

Fusion 3780

Omnidirectional Laser Scanner

Honeywell's Fusion™ 3780 is an affordable hand-held omnidirectional laser scanner with single-line capability that increases retail checkout system efficiency with its automatic in-stand operation, optionally integrated EAS, and industry-leading scan performance.

Fusion combines omnidirectional and single-line laser bar code scanning into a lightweight, ergonomic hand-held form factor. The 20-line scan pattern provides superior scanning over existing single-line hand-held scanners making Fusion ideal for medium-volume retailers including specialty stores, pharmacies, liquor stores, and convenience stores.

An adjustable stand with 50° of tilt and three locking positions provides flexibility for the user to position the scanner for individual comfort and optimal performance. Stabilized with a weighted metal base, the stand may also be hard-mounted to counters or walls.

Fusion also includes CodeGate®, a Honeywell patented feature used in the highly successful Voyager® series. An integrated infra-red (IR) sensor automatically activates the laser when a bar code is present. The user then properly aligns the bar code before pressing the button, transmitting the data to the host. This feature provides the ability to pass over other bar codes, selecting only the required code. No other scanner offers this much control.

Standard features such as Flash ROM, MetroSelect® and MetroSet®2 programming, and user replaceable cables protect your investment by enabling Fusion to grow with you and your application requirements.



Features

- **Primary Omnidirectional Scan Pattern:** Aggressive scanning in any orientation, increasing throughput
- **Secondary Single-Line Scan Pattern:** With a push of a button, switch to a targeted single-line for menu scanning applications
- **Automatic In-Stand Detection:** Hands-free operation for presentation scanning reduces operator fatigue
- **Sleep Mode With IR Wake Up:** Multiple sleep modes reduce power consumption, extending life and lowering cost of operation
- **Optional Integration of RF EAS Antenna:** Increases efficiency by simultaneously deactivating RF EAS tags and decoding bar codes

Fusion 3780 Technical Specifications

Mechanical	
Dimensions (LxWxH)	189 mm x 66 mm x 73 mm (7.4" x 2.6" x 2.9")
Weight	195 g (6.9 oz)
Electrical	
Input Voltage	5 VDC \pm 0.25 V
Operating Power	1.4 W (275 mA @ 5 V)
Standby Power	1.0 W (200 mA @ 5 V)
Host System Interfaces	USB, RS232, Keyboard Wedge, IBM 48xx (RS485), OCIA
Environmental	
Operating Temperature	-20°C to 40°C (-4°F to 104°F)
Storage Temperature	-40°C to 80°C (-40°F to 140°F)
Humidity	5% to 95% relative humidity, non-condensing
Drop	Designed to withstand multiple 1.5 m (5') drop
Environmental Sealing	Sealed to resist airborne particulate contaminants
Light Levels	4842 Lux
Scan Performance	
Scan Pattern	Omnidirectional: 5 fields of 4 parallel lines; Button activated single line
Scan Speed	Omnidirectional: 1,333 scan lines per second; Single line: 67 scan lines per second
Print Contrast	35% minimum reflectance difference
Pitch, Skew	80°, 80°
Decode Capability	Reads standard 1D and GS1 DataBar symbologies
Warranty	3 year factory warranty

For a complete listing of all compliance approvals and certifications, please visit www.honeywellaidc.com/compliance
 For a complete listing of all supported bar code symbologies, please visit www.honeywellaidc.com/symbologies



For more information:
www.honeywellaidc.com

Honeywell Scanning & Mobility
 9680 Old Bailey Road
 Fort Mill, SC 29707
 800.582.4263
www.honeywell.com

Typical Performance*	
Narrow Width	Depth of Field
5.2 mil	44 mm - 108 mm (1.8" - 4.3")
7.5 mil	25 mm - 190 mm (1.0" - 7.5")
10.4 mil	25 mm - 240 mm (1.0" - 9.5")
18 mil	25 mm - 280 mm (1.0" - 11.0")
21 mil	25 mm - 300 mm (1.0" - 12.0")

*Resolution: 5 mil (0.127 mm)
 *Performance may be impacted by bar code quality and environmental conditions

Honeywell



Your Partner for a Healthy Community

Frank Kruppa
Public Health Director
55 Brown Road
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ENVIRONMENTAL HEALTH DIVISION

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SCHEDULE B

Payroll Summary

Check Date	Name	Hours	Total Paid	Tax Withheld	Deductions	Net Pay	Check No	Employer Liability	Total Expense
Pay Frequency: Weekly									
Department: 10 - Grocery									
01/24/2018	[REDACTED]	18.00	189.00	15.80	0.60	172.60	DD	18.05	207.05
01/24/2018	[REDACTED]	35.00	385.00	63.60	0.60	320.80	10741	96.77	421.77
01/24/2018	[REDACTED]	44.00	517.50	107.20	11.70	398.60	DD	48.51	566.01
01/24/2018	[REDACTED]	18.00	193.50	17.10	0.60	175.80	10742	18.49	211.99
01/24/2018	[REDACTED]	19.00	197.60	17.59	0.60	179.41	10743	18.88	216.48
01/24/2018	[REDACTED]	27.50	295.63	52.38	0.60	242.65	DD	28.23	329.86
01/24/2018	[REDACTED]	25.25	271.44	51.64	0.60	219.20	DD	25.93	297.37
01/24/2018	[REDACTED]	46.50	522.38	109.30	0.60	412.48	10744	49.88	572.26
01/24/2018	[REDACTED]	0.00	1,085.00	227.37	38.91	818.72	DD	101.66	1,186.66
01/24/2018	[REDACTED]	41.50	591.50	124.65	14.46	452.19	DD	55.74	647.24
01/24/2018	[REDACTED]	18.00	193.50	29.33	0.60	163.57	DD	18.49	211.99
01/24/2018	[REDACTED]	0.00	800.00	156.45	13.71	629.84	DD	75.32	875.32
01/24/2018	[REDACTED]	31.00	852.50	199.04	0.60	652.86	DD	81.42	833.92
Department Totals: 10 - Grocery		323.75	\$6,094.55	\$1,171.65	\$84.18	\$4,838.72		\$577.37	\$6,671.92
Total Net Pays for 10 - Grocery: 13									
Pay Frequency Totals: Weekly		323.75	\$6,094.55	\$1,171.65	\$84.18	\$4,838.72		\$577.37	\$6,671.92
Total Net Pays for Weekly frequency: 13									
Company Totals:		323.75	\$6,094.55	\$1,171.65	\$84.18	\$4,838.72		\$577.37	\$6,671.92
Total Net Pays for Company: 13									

Company: ROCAT GROVE
 Check date: 1/24/2018 - Payroll 1
 Pay Period: 01/15/2018 to: 01/21/2018



Your Partner for a Healthy Community

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

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkinscountyny.gov/health/eh>

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

RESOLUTION # EH-ENF-16-0005 FOR

**Pete's Grocery & Deli
Tim Ciaschi, ROCAT Grove LLC., Owner/Operator
805 West Buffalo Street
Ithaca, New York 14850**

Whereas, the representative of a business that sells retail tobacco products must comply with the regulations of Article 13-F, Section 1399-cc of the New York State Public Health Law (NYSPL); **and**

Whereas, on February 27, 2016, the Tompkins County Health Department observed the sale of a tobacco product to a minor at Pete's Grocery & Deli; **and**

Whereas, the Stipulation Agreement informed Tim Ciaschi that, Pete's Deli & Grocery will be assigned two points for this violation of the ATUPA law unless it can be demonstrated that the seller possessed a certificate from a state certified tobacco sales training program; **and**


Whereas, the Stipulation Agreement informed Tim Ciaschi that, the Health Department will conduct at least three inspections each year for the next three years at Pete's Grocery & Deli. If Pete's Grocery & Deli is assigned a total of three or more points due to future sales to a minor, its registration to sell tobacco and, if a lottery agent, its lottery license will be suspended for 6 months; **and**

Whereas, Tim Ciaschi, Owner, signed a Stipulation Agreement with Public Health Director's Orders on March 18, 2016, agreeing that Pete's Grocery & Deli violated Article 13-F, Section 1399-cc of the NYSPL; **now therefore be it**

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

1. Pay a penalty of \$450 plus a \$50 state mandatory surcharge for this violation, due by **June 15, 2016; and**
2. Prohibit the sale of tobacco products to minors.

This action was adopted by the Tompkins County Board of Health at its regular meeting on April 26, 2016.


Frank Kruppa
Public Health Director

4/28/16
Date



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 # EH-ENF-17-0049

**Pete’s Grocery & Deli
ROCAT Grove, LLC/Tim Ciaschi, Owner/Operator
805 West Buffalo Street
Ithaca, NY 14850**

Compiled April 2018

Date	Action
4/10/18	Signed stipulation agreement received by TCHD.
4/6/18	Revised stipulation emailed to Tim Ciaschi and his attorney.
3/21/18	Conference call between TCHD and Pete’s attorney regarding modifications to a revised stipulation agreement.
2/10/18	TCHD staff made a field visit to Pete’s and purchased cigarettes. The cashier asked for the buyer’s date of birth but did not ask for or scan the license before the cigarettes were sold.
2/7/18	TCHD received revised draft stipulation agreement for review submitted by the attorney for Pete’s.
1/24/18	Office conference held with TCHD staff, County attorney, Tim Ciaschi (owner of Pete’s), employee of Pete’s who made the sale, and attorney for Pete’s. Stipulation agreement was discussed. Representatives from Pete’s acknowledged the violation occurred, discussed corrective measures taken to prevent future sales and requested that the suspension be waived to prevent a financial hardship to the company. TCHD representatives discussed the ATUPA law and its inability to control actions taken by the State. It was agreed that TCHD would review amendments to the stipulation agreement proposed by Pete’s.
1/10/18	Stipulation agreement sent to Tim Ciaschi with an office conference date scheduled for 1/24/18.
1/2/18	Notice of Violation sent to Tim Ciaschi documenting the 12/29/17 violation.
12/29/17	Minor Check by TCHD. Violation: Tobacco sold to minor.
12/7/17	Adult Check by TCHD. No violation observed.
12/7/16	Minor Check by TCHD. No violation observed.
11/10/16	Adult Check by TCHD. No violation observed.
6/21/16; 8/1/16	Minor Check by TCHD. No violation observed.
4/26/16	BOH adopts Resolution # EH-ENF-16-0005 requiring Tim Ciaschi (Owner) to prohibit the sale of tobacco to minors and pay \$500 fine.
2/27/16	Minor Check by TCHD. Violation: Tobacco sold to minor.
8/26/14; 3/21/15; 12/30/15	Minor Check by TCHD. No violation observed.
2/10/14; 9/29/14; 11/3/15	Adult Check by TCHD. No violation observed.
January 2014	Tim Ciaschi (Black Diamond Associates, Inc.) purchases Pete’s Grocery & Deli from Mark Zaharis.

Inclusion Through Diversity



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

CERTIFIED, REGULAR, & ELECTRONIC MAIL

April 12, 2018

Kevin Griffin
Casper's
118 Main Street
Groton, NY 13073

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0009
Casper's, Food Service Establishment, V-Groton**

Dear Mr. Griffin:

Enclosed is the Hearing Officer's Findings of Fact and Recommendations from the April 5, 2018, hearing and a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, April 24, 2018**.

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,

A handwritten signature in blue ink that reads "Elizabeth Cameron".

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

Enclosures – Draft Resolution, BOH Orders # EH-ENF-17-0001 and Orders, Hearing Officer's Findings of Fact and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Caspers\Enforcement\2018\Draft Resolution 18-0009.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Jonathan Wood, Tompkins County Attorney; CEO V-Groton; Mayor V-Groton; Glenn Morey, 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

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

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

DRAFT RESOLUTION # EH-ENF-18-0009 FOR

**Casper's
Kevin Griffin, Owner/Operator
118 Main Street, V-Groton
Groton, NY 13073**

Whereas, the Owner/Operator of a Food Service Establishment must comply with the regulations established under Subpart 14-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, this subpart requires a valid Food Service Establishment Permit for lawful operation of a Food Service Establishment; **and**

Whereas, this subpart authorizes the permit-issuing official to order a facility operating without a valid permit, to close and cease all food operations immediately, and to remain closed until the establishment obtains a valid Food Service Establishment; **and**

Whereas, on February 28, 2017, the Tompkins County Board of Health adopted Resolution #EH- ENF-17-0001 requiring Casper's to submit a complete renewal application to obtain a Permit to Operate a Food Service Establishment at least 21 days before expiration of the existing permit during each year of operation; **and**

Whereas, on December 29, 2017, Casper's submitted the permit application along with the required fees to renew the Permit to Operate Casper's expiring on December 31, 2017; **and**

Whereas, on January 3, 2018, the Tompkins County Health Department (TCHD) issued a Permit to Operate to Kevin Griffin for Casper's with an effective date of January 1, 2018, and an expiration date of December 31, 2018; **and**

Whereas, on January 22, 2018, the TCHD was notified that the check submitted by Kevin Griffin of Casper's did not clear and fees have remained unpaid; **and**

Whereas, from January 22, 2018, through February 21, 2018, the TCHD has provided substantial opportunities for Kevin Griffin to submit alternative payment methods including the option for a payment plan to pay the outstanding fees for the Permit to Operate issued January 3, 2018; **and**

Whereas, Casper's has not paid the required fees for its current Permit to Operate yet continues its Food Service Operation; **and**

Whereas, based upon review of the Findings of Fact and Recommendations of the hearing held on April 5, 2018, presented to the Tompkins County Health Department by the Hearing Officer, the Board of Health finds that Kevin Griffin DBA Casper's is in violation of Board of Health Orders # EH-ENF-17-0001 and Subpart 14-1 of the NYSSC; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Kevin Griffin, Owner/Operator, is ordered to:**

1. Cease food service operations **effective April 25, 2018**, if outstanding fees are not paid; **and**
2. Pay the outstanding fees of \$845 before a new Permit to Operate a Food Service Establishment will be issued; **and**
3. Pay a penalty of \$500 for these violations, **due by June 15, 2018**, or prior to issuance of another Food Service Operating Permit, whichever date comes first (**Do Not** submit penalty payment until notified by the Tompkins County Health Department).
4. Submit all future payments made to the TCHD in the form of cash, money order or credit card payment. **Checks will not be accepted by TCHD** as a form of future payments; **and**
5. Submit a complete renewal application to obtain a Permit to Operate a Food Service Establishment at least 21 days before expiration of the existing permit during each year of operation; **and**
6. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



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

RESOLUTION # EH-ENF-17-0001 FOR

**Casper's
Kevin Griffin, Owner/Operator
118 Main Street, V-Groton
Groton, NY 13073**

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

Whereas, this subpart requires a Food Service Establishment Permit to operate a Food Service Establishment; **and**

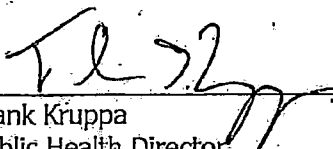
Whereas, on January 3, 2017, Tompkins County Health Department staff observed Casper's open to the public for food service without a valid permit issued by the Tompkins County Health Department; **and**

Whereas, Kevin Griffin, Owner/Operator, signed a Stipulation Agreement with Public Health Director's Orders on January 9, 2017, agreeing that Casper's 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 Kevin Griffin, Owner/Operator, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due by April 14, 2017; and**
2. Submit a complete renewal application to obtain a Permit to Operate a Food Service Establishment at least 21 days before expiration of the existing permit during each year of operation; **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

This action was adopted by the Tompkins County Board of Health at its regular meeting on February 28, 2017.



Frank Kruppa
Public Health Director

3/3/17

Date

STATE OF NEW YORK: COUNTY OF TOMPKINS
Department of Health

Findings of Fact

In the Matter of the Complaint

- against -

Kevin Griffin
DBA Casper's
118 Main St.
Groton, New York 13073

Under and Pursuant to the Public Health
Law of the State of New York and the
Sanitary Code of the Tompkins County
Health District

Pursuant to a notice of Hearing issued on March 21, 2018, a hearing was convened on April 5, 2018 at 1:00 PM in the Tompkins County Health Department offices, Ithaca, New York, by Robert J. Spitzer, Cortland, New York, Hearing Officer for the Tompkins County Department of Public Health.

Appearances for the County were:

Jonathan Wood, Esq., Tompkins County Attorney
Skip Parr, Senior Public Health Sanitarian
Kristee Morgan, Senior Public Health Sanitarian
Elizabeth Cameron, Director of Environmental Health

For Respondent:

Kevin Griffin, Respondent (not in attendance)

STATEMENT OF VIOLATIONS

Violation of Board of Health Orders EH-ENF-17-0001, under Subpart 14-1 of the New York State Sanitary Code, failure to pay required fees and resulting penalties.

FINDINGS OF FACT

Kevin Griffin is the owner/operator of Casper's, a food service establishment, Groton, New York.

Respondent does not have a valid Food Service Establishment permit by virtue of his failure to pay the necessary fees dating to 2017, despite having submitted a permit application.

The Tompkins County Health Department contacted or attempted to contact Respondent to propose alternate payment methods, seek his compliance and cooperation after a check to cover fees bounced, Those efforts were unsuccessful.

CONCLUSION

Respondent is in violation of Board of Health Orders EH-ENF-17-0001, under Subpart 14-1 of the New York State Sanitary Code.

RECOMMENDATIONS

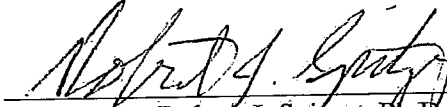
That Respondent cease operations by April 25, 2018 if fees not paid.

That Respondent pay outstanding fees of \$845 before a new permit is issued, and pay a penalty of \$500 for the said violations, due no later than June 15, 2018, or prior to issuance of another Food Permit Service Operating Permit, whichever date comes first, according to details provided by the Health Department.

All future payments made to the Health Department shall be in the form of cash, money orders or credit card. Checks cannot be accepted.

Respondent shall complete a renewal application to obtain a Permit to Operate a Food Service Establishment at least 21 days before expiration of the existing permit during each year of operation, and comply with all requirements of Subpart 14-1 of the New York State Sanitary Code for Food Service Establishments.

DATED: April 6, 2018


Robert J. Spitzer, Ph.D.
Hearing Officer

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

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

CASE SUMMARY – FOR RESOLUTION # EH-ENF-18-0009

**Casper's
Kevin Griffin, Owner/Operator
118 Main Street
Groton, NY 13073**

April 2018

Date	Action
4/6/2018	TCHD received email from Kevin Griffin asking to make two payments. One payment on 4/9 in the amount of \$450 and an additional payment on 4/16 for the remainder. TCHD sent an email encouraging him to make the payments as proposed. Note: As of April 11, 2018, no further communication received by TCHD from Kevin Griffin regarding payment. Email received from the hearing officer with a copy of his report supporting TCHD's enforcement action.
4/5/2018	Hearing held at TCHD. Kevin Griffin did not attend the hearing.
3/26/2018	Postcard received by TCHD with Kevin Griffin's signature that he received certified mailing with Notice of Hearing.
3/21/2018	TCHD sent a Notice of Hearing to Kevin Griffin. Hearing scheduled for April 4, 2018.
2/21/2018	TCHD sent a certified letter and email to Kevin Griffin stating that if payment is not received by March 9, 2018, revocation of the FSE operating permit would be sought. The letter also stated that a payment plan could be set up.
2/13/2018	TCHD Admin sent 2 nd notice of returned check and that payment must be made by cash or money order.
2/12/2018	TCHD (Skip Parr) responded to 2/12/18 email telling Kevin Griffin "No".
2/11/2018	Kevin Griffin emailed TCHD asking if the check he originally submitted on 12/25/17 could be redeposited on Thursday and that funds would be available.
2/9/2018	Email sent by TCHD (Skip Parr) to Kevin Griffin that payment or account information did not come through. Kevin Griffin responded that he was working on it. Kevin Griffin later responded he can't make it to the office to pay but can be in Monday morning if it isn't working. TCHD (Skip Parr) responded via email that the account was not set up but he could call in and someone would walk him through it. Kevin Griffin responded via email "ok".
2/8/2018	Email from Kevin Griffin stating that he is running late and asking if there is a site to pay online. Response from TCHD (Skip Parr) with information to make online payment. TCHD set made fees accessible for Kevin Griffin to make online payment when account is set-up.
2/7/2018	Email received by Kevin Griffin stating that he can't make it to the office until Thursday (2/8/18) around 3:30-4:00 pm. TCHD (Skip Parr) responded to Kevin Griffin stating that he must arrive by 4:00 pm so the payment could be processed. Kevin Griffin responded via email "Yes I will".
2/5/2018	Email sent by TCHD (Skip Parr) to Kevin Griffin that the outstanding payment needed to be made by close of business on 2/6/2018 or additional enforcement action would be sought.
1/25/2018	Letter sent from TCHD Admin to Kevin Griffin stating that check was returned for not sufficient funds and that an additional \$20 was owed for a returned check fee. Notification of payment in the amount of \$845 is due with cash or money order. In addition, email sent

Inclusion Through Diversity

	by TCHD (Kristee Morgan) notifying Kevin Griffin that the check did not clear. Email notified Kevin Griffin that payment could be made online with credit as well. Email response to TCHD from Kevin Griffin that payment would be made by Friday afternoon at 3 pm (2/2/18).
1/23/2018	Email response from Kevin Griffin to TCHD stating that if check doesn't clear he would pay with cash or credit card right away.
1/22/2018	Email notification sent to Kevin Griffin by TCHD (Kristee Morgan) advising him that check that he used to pay permit fee did not clear.
1/3/2018	Permit to operate Casper's reissued effective 1/1/18 valid through 12/31/18.
12/29/2017	Application received along with check in the amount of \$825 by TCHD.
12/15/2017	Late letter sent by TCHD to Kevin Griffin stating that he was in violation of Board of Health Orders because application was not submitted 21 days in advance of permit expiration and that an additional late fee of \$50 was due. Total amount due \$825 to issue new permit.
10/26/2017	Letter sent by TCHD to Kevin Griffin stating that penalty payment (\$400) and application fee (\$375) must be submitted before permit renewal would be issued.
6/16/2017	Inspection by TCHD. No critical violation observed. Three other violations observed for inadequate handwashing facilities, missing/broken ceiling tiles in kitchen and fluorescent lights with no shields.
5/5/2017	Memo sent by TCHD to Tompkins County's Legal Office to pursue collection proceedings for \$400 penalty payment.
4/20/2017	Notice of Failure to Pay Penalty was sent to Kevin Griffin by TCHD. Penalty payment required by 5/5/17 or referral to collection will be pursued.
2/28/2017	BOH adopts Resolution # EH-ENF-17-0001 requiring a penalty in the amount of \$400 due by April 14, 2017, and submission of a renewal application at least 21 days before expiration of the existing permit during each year of operation.
2/24/2017	Cash payment receipted by TCHD.
2/15/2017	Second notice was sent requiring payment of \$440 by February 24, 2017.
1/19/2017	TCHD sent notice to Kevin Griffin that check #1206 dated 1/3/17, in the amount of \$420 for the permit and late fees was returned unpaid by the bank because the account was closed. A \$20 return check fee was assessed.
1/4/2017	Permit application and fees submitted to TCHD. Permit issued by TCHD.
1/3/2017	Field visit by TCHD: Facility was observed to be open to the public for food service without an operating permit.
12/30/2016	TCHD staff contacted Casper's and spoke with Kevin Griffin regarding the need to submit permit application.
12/28/2016	TCHD staff contacted Casper's and spoke with Kevin Griffin regarding the need to submit permit application.
12/15/2016	Late notice mailed by TCHD requiring completed application, permit fee and late filing fee to be submitted by December 31, 2016. Notice stated that facility must remain closed until a permit is obtained.
10/29/2016	Renewal notice sent by TCHD requiring completed application and permit fee to be submitted by December 1, 2016.
4/28/2016	Inspection by TCHD: No critical violations observed. One other violation observed for using cardboard to line wire shelves in kitchen.
11/24/2015	Inspection by TCHD: No critical violations observed. Three other violations observed for not protecting food during storage (cooled potatoes were not covered), accurate thermometer was not available to evaluate refrigerated storage, and ceiling tiles were missing in the kitchen.
11/5/2015	Permit to operate Casper's issued.



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

ENVIRONMENTAL HEALTH DIVISION
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Ph: (607) 274-6688
Fx: (607) 274-6695

REGULAR AND ELECTRONIC MAIL

April 12, 2018

Richard Wawak
Modular Heating Systems, LLC.
23 Fiddlers Green
Lansing, NY 14882

Re: Request for Refund of Onsite Wastewater Treatment System (OWTS) Application Fees – Pineridge Cottages, T-Dryden

Dear Mr. Wawak:

Enclosed is a copy of the memo that the Tompkins County Board of Health will consider at its meeting on **Tuesday, April 24, 2018**, regarding your request for refund of OWTS application fees associated with the proposed Pineridge Cottages project in the Town of Dryden. This office is in support of a refund in the amount of \$1275 but the Board of Health has final approval.

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, P.E.
Director of Environmental Health

Enclosure– Memo to Members of the Tompkins County BOH dated April 12, 2018

pc: F:\EH\ENGR PLAN REVIEW (EPR)\Engineering Projects\Projects Proposed (EPR-4)\Dryden (T)\Sewage\Pineridge Cottages\Refund Request Cover Letter.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Scott Freyburger.; Adriel Shea; Skip Parr
scan: Signed copy to Accela (EH-OW-17-0048, EH-OW-17-0049 EH-OW-17-0050, EH-OW-17-0051)



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: April 9, 2018
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, Director of Environmental Health
Subject: Refund Request – Pineridge Cottages, T- Dryden
Tax Map #s: 44.-1-27.52; 44.-1-27.7; 44.-1-27.61; 44.-1-27.62;

On April 2, 2018, this office received a refund request from Richard Wawak for four Onsite Wastewater Treatment System (OWTS) New Construct Permits (with Engineering Plans). On April 13, 2017, plans and permit applications were submitted for the Pinewood Cottage development that required a public water supply and an OWTS plan review. A payment was made in the amount of \$2310 to cover the plan review fees and the four OWTS permits. The OWTS permits were never issued because it was determined that the water yield was insufficient to continue the project.

This refund request is outside of the six month window that allows the Division to grant the request. Therefore, Mr. Wawak is requesting that the Tompkins County Board of Health grant the refund for the OWTS Permits Fees that total \$1,300.

The Environmental Health staff did not do any field work related to the OWTS permits and the plan review fees covered the costs associated with the initial reviews. Environmental Health staff support a refund request in the amount of \$1,275 (\$1,300 minus the \$25 Refund Request Fee).

Attachment: Wawak Letter dated 3/28/2018

3 SCANNED

OW-17-0048
OW-17-0049
OW-17-0050
OW-17-0051

Richard Wawak
Modular Heating Systems, LLC
23 Fiddlers Green
Lansing, NY 14882
wawak@ithaca1.com

28 March 2018

James Macmillan, M.D.
President, Tompkins County Board of Health
c/o Tompkins County Health Dept
Division of EH
55 Brown Road
Ithaca, NY 13053

Re: Request to Return OWTS Permit Fees
Pineridge Cottages, Mineah Road, Dryden-T
Tax parcels 502489-44.-1-27.52, -27.7, -27.61 and -27.62

Dear Dr. Macmillan,

Please consider this request for a refund of fees, which we understand must be handled by the Tompkins County Board of Health.

Our proposed Pineridge Cottage development had to end before any soil was turned over because test wells indicated we could not provide sufficient water for the project.

We submitted and the Division of Environmental Health reviewed engineering plans for the water and sewage systems, but nothing was approved, pending the test well results.

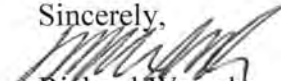
We paid the following fees for review and permits:

- PWS Plan Review Fee of \$600
- OWTS Plan Review Fee of \$410
- 4 OWTS Permit Fees of \$325 for a total of \$1300

Because the OWTS permits were never issued, we respectfully request that that \$1300 be refunded. The DEH did not have to perform any site inspections or soil tests, follow through on the approval process, or maintain these systems in inventory.

Thank you for your consideration, and please contact me with any questions.

Sincerely,


Richard Wawak

pc: Liz Cameron, Director of Environmental Health, 55 Brown Road, Ithaca, NY 13053
John M. Andersson, P.E. J.AnderssonPE@yahoo.com

Professional Engineer License 51610-1 Registered in New York State
Member American Society of Civil Engineers and American Water Works Association

RECEIVED

APR 02 2018

TCHD