

**Tompkins County Board of Health**  
**Tuesday, October 28, 2025**  
**12:00 Noon**  
**Rice Conference Room and via Zoom**

**Minutes Approved**  
**January 27, 2026**

**Present:** Christina Moylan, Ph.D., President; Melissa Dhundale, MD, Vice-President; Edward Koppel, MD; Samara Touchton; Shawna Black; Ravinder Kingra; and Frank Cantone

**Staff:** Jennie Sutcliffe, Commissioner; Brenda Grinnell Crosby, Deputy Public Health Director; Jessica Clark Mandeville, Director of Children with Special Care Needs; Rachel Buckwalter, Director of Community Health; Skip Parr, Director of Environmental Health; Dr. William Klepack, Medical Director; Elizabeth Cameron, Director of Environmental Health; Samantha Hillson, Director of Health Promotion Program; and Zoe Lincoln, Whole Health Planner; Jeremy Porter, Fiscal Administrator; and Karan Palazzo, LGU Administrative Assistant

**Excused:** Dr. Andreia de Lima; and Harmony Ayers-Friedlander, Deputy Commissioner of Mental Health Services

**Guests:**

**Call to Order:** Dr. Moylan called the regular meeting of the Board of Health (BOH) to order at noon.

**Privilege of the Floor:**

**Approval of September 23, 2025, BOH Minutes:** Mr. Kingra moved to approve the minutes from September 23, 2025, and Mr. Cantone seconded the motion. All were in favor of approving the minutes of September 23, 2025, as written; it was unanimous.

Dr. Moylan announced a change to the agenda to prioritize enforcement and administrative actions first because of the large number of enforcement actions.

**ENVIRONMENTAL HEALTH (EH)**

**Enforcement Actions:**

- 1. Draft Resolution # EH-ENF-25-0019 – Trumansburg Fairgrounds, Violations of Subpart 7-5 of the New York State Sanitary Code (Agricultural Fairgrounds/Sewage) (5 mins.)** Dr. Koppel moved to accept the resolution as written; seconded by Ms. Touchton.

Mr. Parr noted that the handout is a request from the Trumansburg Fairgrounds to waive the penalty.

Mr. Parr explains that this resolution addresses repeated violations in which wastewater was found to have been discharged onto the ground surface. Although the fair organizers had made prior attempts to rectify the problem, inspectors documented ongoing violations in recent years. As a response, the EH required the fairgrounds to submit a detailed plan by December 1, 2025. This plan must outline the installation of holding tanks to properly collect and manage wastewater, ensuring compliance going forward and preventing further discharges to the ground. While EH appreciates cooperation,

they expect the fairgrounds to resolve these issues permanently. Environmental Health supports the request to waive penalties on the fairgrounds.

All were in favor; the vote to approve the resolution as written was unanimous.

- 2. Draft Resolution # EH-ENF-25-0020 – Bookies Sports Bar & Lounge, Violations of Subpart 14-1 of the New York State Sanitary Code (Food Service) (5 mins.)** Mr. Kingra moved to accept the resolution as written; seconded by Dr. Dhundale.

Mr. Parr explains that the bar was operating without a permit and was reached through social media. EH proposes a \$500 fine.

All were in favor; the vote to approve the resolution as written was unanimous.

- 3. Draft Resolution # EH-ENF-25-0021 – Lansing Harbor, Operating without a Permit, Violation of Subpart 7-3 of the New York State Sanitary Code (Children's Camps) (5min.)** Ms. Touchton moved to accept the resolution as written; seconded by Dr. Koppel. Ms. Blackburn and Mr. Kingra recused themselves.

Mr. Parr explains that during a routine inspection, Lansing Harbor was found to be operating without a permit and to have cross-connections in its public water system plumbing, violating the campground regulations. EH proposes a \$500 fine.

All were in favor; the vote to approve the resolution as written was unanimous, except for the recusals.

- Draft Resolution # EH-ENF-25-0022 – Empire State Special Needs Experience, Violations of Subpart 6-1 of the New York State Sanitary Code (Pools) (5mins.)** Mr. Kingra moved to accept the revised resolution as written; seconded by Ms. Touchton.

Mr. Parr explains that Empire State Special Needs Experience failed to maintain minimum chlorine levels in the pool. EH proposes a penalty of \$400.

All were in favor; the vote to approve the revised resolution was unanimous.

**Administration Report:** Ms. Sutcliffe reports:

- Announcement of a ribbon-cutting event for the new mental health clinic, scheduled for November 7.
- Positive feedback from the recent Whole Health budget presentation, with recognition of the department's strong reputation and good standing with legislators.
- Staffing updates: Although a request for a new water sanitarian was not approved, the department will add an epidemiologist next year.
- Recent engagement sessions with community and mental health partners identified:
  - Availability and frequency—some wished there were more opportunities to see clinicians and fewer waitlists.

- Collaboration—stakeholders wanted more coordinated efforts among different service providers and partner organizations. Notably, participants were very satisfied with the quality of services but saw a need for expanded capacity and improved access.
- Physical access to services—clients and partners expressed a need for easier ways to get to appointments and service locations.

**Financial Summary:** Mr. Porter reports that both revenues and expenses are on track with expectations for the year. He noted there were no significant changes or issues to report for this period. Due to the steady financial status and minimal month-to-month variation.

Ms. Sutcliffe recommends providing the Board with fiscal updates twice annually instead of at every meeting. The Board had no objections to a fiscal report twice annually.

**Medical Director’s Report:** Dr. Klepack’s reports on several important public health topics:

- COVID-19: Cases remain present in the community, with wastewater data showing a natural decline. He emphasized the importance of respiratory hygiene, testing, and vaccination (COVID, influenza, RSV) during the respiratory season.
- Measles: Dr. Klepack reported ongoing measles cases in the U.S., with young children (especially under five) at the highest risk of hospitalization and complications. He emphasized the measles vaccine's effectiveness and safety. Staying up to date with recommended vaccinations, especially for young children and other at-risk vaccinations, most important strategy to prevent measles, reduce hospitalization risk, and protect public health.
- Other infectious diseases: He noted a recent isolated chickenpox case on Long Island and reminded everyone that tick-borne illnesses remain a risk if temperatures are above freezing.
- Public messaging: The department continues to disseminate up-to-date information about vaccine availability and public health recommendations, especially focused on high-risk groups and clarity amidst changing guidance.

**Division for Community Health Services (CHS) Report:** Ms. Buckwalter reports on community health activities. She highlighted an event in which community members used an ERF device to test lead in pottery, glassware, and housewares. This event helped educate the community about lead exposure and prevention, especially during home renovations or when using older food and drinkware.

Mr. Parr responds to questions. Regulated federal water systems are typically required to sample lead and copper every three years. Schools that operate their own water supplies must sample for lead and copper at least once a year, with additional testing if any high results are detected or if regulations require it. Other testing frequencies may apply for different contaminants or under specific state regulations.

Well water can be tested in Tompkins County. Homeowners with private wells are encouraged to have their water tested for contaminants (such as lead) by submitting samples to certified laboratories—often with guidance from the health department. However, routine testing is not automatically provided by the county for all private wells; it is typically the well owner's responsibility to initiate testing. Regulated public water systems, including wells serving multiple residences or facilities, follow stricter, mandated testing schedules.

**Health Promotion Program (HPP) Report:** Ms. Hillson reports:

- Two community partner meetings took place in September and October, featuring in-person collaboration with 30–50 organization representatives to brainstorm on strategic public health solutions.
- In October, during Breast Cancer Awareness Month, the department organized an outreach event featuring a mobile mammography van to increase breast cancer screening.
- The previous week marked Lead Poisoning Prevention Week, and events were held to provide education and outreach about lead hazards.

Ms. Sutcliffe added that the health department has been working closely with the Department of Social Services (DSS) to prepare for changes affecting able-bodied adults without dependents (ABAWDs) regarding SNAP benefits. Their efforts include:

- Collaborating with DSS to understand and plan for new federal regulations that could limit SNAP eligibility for ABAWDs.
- Ensuring that clinicians and providers know how to document clients' mental health or substance use conditions that may qualify them for exemptions from stricter work requirements.
- Engaging in ongoing communication with DSS and providing updates to staff and clients as policy details change.

The WIC program is still active and operating normally. The health department's WIC clinic has been in close communication with clients to clarify that WIC eligibility remains unchanged and benefits continue. While future changes are possible, there were no disruptions to the WIC program at the time.

**Children with Special Care Needs (CSCN) Report:** Ms. Clark Manderville had nothing to add to her written report included in the packet.

**Environmental Health (EH) Report:** Mr. Parr provided an update on the water testing at Enfield Elementary School. Routine water testing revealed elevated lead levels at two locations—between 22 and 25 parts per billion —exceeding the regulatory threshold of 15 ppb. In response, the school immediately stopped using the water for drinking and provided water coolers for students and staff. The health department is working with the school to identify sources of contamination (likely lead solder in plumbing) and to develop and implement a remediation plan, which may involve corrosion control, point-of-use filters, or fixture replacement. Ongoing monitoring and communication with families are part of the response.

Ms. Sutcliffe emphasized that the bigger public health concern with lead is exposure from lead-based paint and lead dust in the home, particularly in older buildings. While lead in drinking water can pose risks and is carefully monitored, the department views lead paint and dust as the main sources of potentially harmful exposure—especially for children. Efforts focus on addressing these sources, educating families, and providing guidance for safer home environments.

Executive Session: At 12:43 p.m., Ms. Black moved to adjourn and enter Executive Session to discuss a follow-up on tobacco and usage, seconded by Ms. Touchton; the motion carried unanimously.

The meeting adjourned at 12:43 pm.

The next meeting is on Tuesday, December 2, 2025, at noon.