

**AGENDA
Tompkins County Board of Health
Rice Conference Room
Tuesday, March 26, 2019
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 January 22, 2019 Minutes (2 mins.)

12:06 IV. Dual Department Head Update – County Administration (15 mins.)

12:21 V. Financial Summary (9 mins.)

12:30 VI. 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

12:45 VII. New Business

12:45 ***Environmental Health*** (45 mins.)

Enforcement Action:

1. Resolution #EH-ENF-18-0050 – Moe's Southwest Grill, C-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
2. Resolution #EH-ENF-18-0051 – Mix Social Dining, C-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
3. Resolution #EH-ENF-18-0052 – Ithaca Marriott FSE, C-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
4. Resolution #EH-ENF-19-0002 – Fat Jack's BBQ, C-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
5. Resolution #EH-ENF-19-0003 – Casper's, V-Groton, Violations of BOH Orders #EH-ENF-18-0009 and of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
6. Resolution #EH-ENF-19-0004 – Corelife Eatery, C-Ithaca, Violations of BOH Orders #EH-ENF-18-0016 and of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
7. Resolution #EH-ENF-19-0007 – Easy Wok Restaurant, V-Lansing, Violation of Subpart 14-1 of New York State Sanitary Code (Food) (5 mins.)

AGENDA
Tompkins County Board of Health
Tuesday, March 26, 2019

1:20 ***Environmental Health*** *(continued)*

Administrative Action:

1. Tompkins County Health Department Request for Discretion to Waive OWTS Replacement Fees/Review of Modifications to 2019 Fee Schedule (10 mins.)

1:30 ***Adjournment***

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MINUTES
Tompkins County Board of Health
January 22, 2019
12:00 Noon
Rice Conference Room

Present: Shawna Black; David Evelyn, MD, MPH; Edward Koppel, MD; Michael McLaughlin, Jr.; Susan Merkel; Janet Morgan, PhD; and Christina Moylan, PhD, President

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

Excused: Jonathan Wood, County Attorney

Guests: Brittni Griep, LGU Administrative Assistant; Jason Molino, Tompkins County Administrator; and Skip Parr, Senior Public Health Sanitarian

Call to Order: Dr. Moylan called the regular meeting of the Board of Health (BOH) to order at 12:04 p.m.

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

Approval of December 4, 2018 Minutes: Mr. McLaughlin moved to approve the minutes of the December 4, 2018 meeting as written; seconded by Ms. Merkel. The vote to approve the minutes as written: Ayes – 6; Abstention – 1 (Dr. Morgan).

Introductions: Jason Molino, Tompkins County Administrator, was present to meet Board members and to speak about the process for evaluating the Public Health/Mental Health joint leadership model.

County Administrator’s Remarks on the Public Health/Mental Health Joint Leadership Model: As the arrangement enters its fourth year, Mr. Molino explained it is time to evaluate the Public Health Director and Mental Health Commissioner joint leadership model. By the end of the year, County Administration is responsible for reviewing the model and making a recommendation to the Legislature as to whether the model should continue. Currently, he is working with Deputy County Administrators, Amie Hendrix and Lisa Holmes, to develop an approach for evaluating the process. His staff is collecting information to understand the historical aspects and expectations at the time the decision was made; looking at the metrics put in place and collecting data for the review; and considering a survey to obtain feedback on how the relationship is working.

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When his staff completes this part of the process, he will be sharing the recommended approach with the Health and Human Services (HHS) Committee. Members of the BOH and the Community Services Board (CSB) will be a part of the evaluation process. As he concluded his summary, Mr. Molino welcomed questions or comments from Board members.

Mr. McLaughlin thought it would be helpful for the two boards to have an outline of the process with timelines and specific expectations. At the CSB meeting there was discussion about the two boards creating a joint committee to review the process. To that point, Mr. Molino envisions having participants from both boards coming together in a joint effort to work on the review. He will be meeting with HHS Committee members about the structure, format, expectations, deadlines, timeframe, etc. for the review. After he receives their input, he will be able to provide some direction and ask for participants from the two boards.

As the evaluation process moves forward, Mr. Molino emphasized the importance of creating a structure around the needs of the organization and the departments. There should be flexibility in the positions to be able to recruit and retain people in the future.

Mr. Molino mentioned a report from previous County Administrator Joe Mareane that summarizes options and how the shared leadership model could be rolled out. He will send the report to Mr. Kruppa to circulate to both boards.

As Chair of the HHS Committee, Ms. Black mentioned it is helpful to have information that outlines the pros and cons of the issue being considered. From past experiences, a resolution or a letter from an advisory board is useful for committee members who are making decisions about the issue.

At the end of the discussion, Mr. Molino invited Board members to share any further thoughts by contacting him via phone or email. On behalf of the BOH, Dr. Moylan thanked him for attending the meeting and looks forward to seeing him at a future meeting.

Financial Summary: Ms. Grinnell Crosby referenced the December 2018 financial summary in the packet. It contains a brief narrative explaining end of the year activities. She does not have a lot to report. The books for 2018 remain open to account for adjustments in revenues and expenses that occur when transitioning from one year to the next.

Administration Report: Mr. Kruppa reported on activities related to the Kresge Foundation's Emerging Leaders in Public Health (ELPH) initiative:

- As part of Kresge's ELPH cohort, he and Samantha Hillson traveled to Florida to meet with the other nineteen teams selected from across the country. It was exciting and invigorating to learn about the various projects. Our team is planning to roll out phases of our own project in 2019. There will be more details in the coming months with information about ways the BOH can participate.
- Another piece for evaluating leadership skills was the 360-degree survey. The survey, designed to provide feedback to help leaders understand their strengths and development opportunities, was sent to several colleagues to complete. Mr. Kruppa thanked everyone who participated. He has met with his coach to go over

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the results. As team members, he and Ms. Hillson will follow-up with one another about using these results in future coaching efforts.

Question regarding the federal government shutdown:

- Ms. Black asked whether the federal government shutdown is affecting local services. Mr. Kruppa replied there are no direct effects at this time. The main concern is the Women, Infants and Children (WIC) program. With funding through the end of February, our message is “WIC is open for business.” New York State is monitoring the situation and can backfill if necessary. There are concerns regarding the Supplemental Nutrition Assistance Program (SNAP) running out of money. If there are any changes, he will be contacting Mr. Molino and the Legislature.

Health Promotion Program Report: Ms. Hillson reported:

- The application to renew the grant for the Healthy Neighborhoods Program was submitted to the New York State Department of Health (NYSDOH). Staff is waiting to hear the status of funding for the program.
- HPP staff is meeting with a consultant for assistance in collecting qualitative data for the Community Health Assessment (CHA). The plan is to conduct focus groups and interview people in the community.

Question regarding e-cigarettes:

- Referring to the information on e-cigarettes included in the BOH packet, Dr. Moylan asked if it was time to pursue some action. According to Mr. Kruppa, Governor Cuomo had several proposals in his executive budget that would target the use of tobacco and e-cigarette products. The local discussion is whether the County Legislature should act or wait for the State to write legislation.

Medical Director’s Report: Dr. Klepack provided updates on some significant topics:

- In this year’s State of the State address, Governor Cuomo spoke about plans to confront the opioid epidemic; however, he did not mention anything specific about Supervised Injection Facilities (SIFs).
- The Governor seems prepared to move forward with legalizing recreational marijuana and THC. Dr. Klepack recommends that public health departments work with the media to educate people about marijuana and THC usage. People should be aware THC is a chemical compound that is commercialized, potent, and fraught with health concerns.
- Seasonal influenza vaccine talking points were included in the packet to assist Board members when responding to questions from people in the community.

Discussion about legalizing recreational marijuana and THC:

- According to Ms. Black, dispensaries in Massachusetts can label the different strains of marijuana with the percentage of THC. New York State could also utilize a labeling system but the State must ensure labeling is accurate so people know what they are using.

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- Dr. Klepack commented there will be rules and regulations if marijuana is legalized; however, there could be products from other places where there is less regulation. It will be important to recognize the practicalities of the retail market when considering the best interests of the public.
- Mr. Kruppa informed the Board that the New York State Association of County Health Officials (NYSACHO) has come out in opposition to the legalization of marijuana. As this process unfolds, NYSACHO is the public health voice at the table. Mr. Kruppa emphasized he is aware of the BOH's general position and concerns about the issue so he will voice that position at the state level when appropriate.

Discussion about opioid overdoses:

- Ms. Black inquired about the number of opioid overdose deaths occurring in Tompkins County in 2018. Ms. Grinnell Crosby answered the last case pending closed last week. After a quick search, she was able to report there were 18 overdose deaths in 2018.
- To provide some comparable numbers, Dr. Klepack mentioned the national average for opioid overdose deaths is 21 per 100,000 people.
- Mr. Kruppa pointed out there are a number of overdoses each year that do not result in death. There needs to be a focus on the overall problem.

Division for Community Health Report: Ms. Bishop had nothing to add to her written report.

Children with Special Care Needs Report: Ms. Thomas was pleased to announce:

- Children with Special Care Needs has opened a Facebook page for families to follow. It provides recent child development information and an opportunity for families to connect with each other.
- For the past year, staff has been creating forms and checklists as part of our software project. The plan is to go-live next week.

County Attorney's Report: Mr. Wood was not present for the meeting. Although he has missed some Board meetings due to other commitments, he expects to return to meetings on a regular basis next month.

Environmental Health Report: Ms. Cameron had nothing to add to her written report.

Report on the Community Services Board (CSB) Meeting: On January 14th, Mr. McLaughlin attended the CSB member training session followed by the regular CSB meeting. During the training session, he was especially interested in learning (1) that mental health impacts physical health in outcomes and cost so an integrated approach is necessary and (2) available housing for individuals with mental health needs is shrinking. He thought those two issues highlight overlapping concerns for the CSB and the BOH. At the regular CSB meeting, he was able to listen to Mr. Molino's presentation on the Public Health/Mental Health joint leadership process that the BOH heard at this meeting.

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Ms. Merkel also attended the CSB training session and shared her perspective. In addition to the detailed history of the mental hygiene system in New York State, there were some predictions for 2019. After hearing those predictions, Ms. Merkel felt there could be an issue for people needing care and being able to pay for that care. It raises concern about providing coverage that is affordable in a changing insurance field.

Mr. Kruppa's updates regarding the CSB/BOH:

- Brittni Griep is the new Administrative Assistant III at the Mental Health Department. She has the responsibility for taking minutes for the CSB and its three subcommittees. In addition, she will be taking over the minutes for the BOH. This will provide another layer of crossover for the two boards.
- The process to fill the physician vacancy on the BOH continues. An application has been submitted to the County Legislature's office. The next step will be to convene the Nominating Committee to meet with the applicant. Hopefully the Committee will be bringing a name forward at the next meeting.

Resolution #EH-ENF-18-0010 – Franzoni Apartments, T-Dryden, Violation of Subpart 5-1 of the New York State Sanitary Code (Water): Mr. McLaughlin moved to accept the resolution as written; seconded by Ms. Black.

Ms. Cameron explained Franzoni Apartments did not submit the 2nd and 3rd quarter total coliform sample results for 2018. It was difficult for Environmental Health staff to contact the owner/operator of the apartments due to a change in their office structure. The situation is improving. The owner/operator already has collected the annual nitrate sample.

The vote to accept the resolution as written carried unanimously.

Resolution #EH-ENF-18-0045 – CU Klarman Hall Café, C-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food): Ms. Cameron reported the café was in violation for sliced tomatoes being out of temperature.

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

Resolution #EH-ENF-18-0047 – Sunset Grill, T-Ithaca, Violations of BOH Orders #EH-ENF-17-0045 and Subpart 14-1 of the New York State Sanitary Code (Food): Ms. Cameron noted the restaurant was previously before the BOH. Due to repeat food out of temperature and storage space violations, the proposed penalty is \$800.

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

Adjournment: At 1:02 p.m. Dr. Moylan adjourned the meeting.

Board of Health
March 26, 2019
Financial Report

2018 / 13th Period

Final expenses for 2018 should be final. Grant claims and fourth quarter state aid have been completed and submitted for the period ending 12/31. Not all claims are paid and posted to the financial system as of February 28.

Mandate accounts are held open longer as the largest account (Preschool Special Education) is claimed to NYSED based on dates established by the state. The next large claim that covers the end of 2018 and the beginning of 2019 is due to be filed in March/April.

Board of Health
February 26, 2019
Financial Report

February 2019 / Month 2

The 2019 books now have salary and fringe posted. Staff are beginning to reconcile the postings from January and February.

The county has implemented the use of a P-card for purchasing and the paying of bills. It operates much like a credit card and the county has the opportunity for cash back at the end of the year. The new process has caused problems with timely posting to our expenditure accounts. We are in discussions with the Finance Department to resolve this by establishing cut off dates. Our concerns are when we file grant claims, expenditures may not be current, particularly end of grant year.

Percentage of Year 100.00%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	TD	%
4010 PH ADMINISTRATION	1,365,704	1,070,857	78.41%	162,848	129,568	79.56%	1,202,856	941,288	94.19%
4011 EMERGING LEADERS IN PH	61,140	7,887	12.90%	61,140	7,887	12.90%		0	
4012 WOMEN, INFANTS & CHILDREN	554,604	537,544	96.92%	554,605	536,500	96.74%	-1	1,044	104,404.00%
4013 OCCUPATIONAL HLTH.& SFTY.	95,308	71,255	74.76%	0	0	0.00%	95,308	71,255	74.76%
4014 MEDICAL EXAMINER	19,237	19,234	99.98%	0	0	0.00%	19,237	19,234	99.98%
4015 VITAL RECORDS	73,444	70,616	96.15%	108,000	112,256	103.94%	-34,556	-41,640	120.50%
4016 COMMUNITY HEALTH	1,632,679	1,529,374	93.67%	371,330	409,974	110.41%	1,261,349	1,119,400	89.54%
4018 HEALTHY NEIGHBORHOOD PROG	189,310	158,265	83.60%	189,310	158,820	83.89%		-555	
4047 PLNG. & COORD. OF C.S.N.	1,367,582	1,298,191	94.93%	396,520	376,367	94.92%	971,062	921,825	94.93%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,666,570	1,598,862	95.94%	594,293	610,938	102.80%	1,072,277	987,924	92.13%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,183,293	1,151,372	97.30%	-1,183,293	-1,151,372	97.30%
Total Non-Mandate	7,033,578	6,362,084	90.45%	3,625,339	3,493,680	96.37%	3,408,239	2,868,403	84.16%
2960 PRESCHOOL SPECIAL EDUCATI	5,181,203	4,918,436	94.93%	2,885,000	2,148,408	74.47%	2,296,203	2,770,028	130.59%
4017 MEDICAL EXAMINER PROGRAM	247,092	206,690	83.65%	0	0	0.00%	247,092	206,690	83.65%
4054 EARLY INTERV (BIRTH-3)	655,000	529,433	80.83%	318,500	280,531	88.08%	336,500	248,902	73.97%
Total Mandate	6,083,295	5,654,559	92.95%	3,203,500	2,428,939	75.82%	2,879,795	3,225,620	112.01%
Total Public Health	13,116,873	12,016,643	91.61%	6,828,839	5,922,620	86.73%	6,288,034	6,094,023	96.91%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	103,199	33,280	2960 Preschool	34,288	736,592
4012 WIC	17,060	18,105	4054 Early Intervention	125,567	37,969
4013 Health & Safety	24,053	0	4017 Medical Examiner	40,402	0
4014 Medical Examiner	3	0		<u>200,257</u>	<u>774,561</u>
4015 Vitals	2,828	-4,256			
4016 Community Health	93,332	-38,644			
4018 Healthy Neighborhood	31,045	30,490			
4047 CSCN	69,391	20,153			
4048 PHCP	8,000	4,000			
4090 Environmental Health	67,708	-16,645			
4095 State Aid	0	31,921			
	<u>416,620</u>	<u>78,405</u>			
Total Public Health Balances					
	Available Budget			Revenues Needed	
	616,878			852,966	

Tompkins County Financial Report for Public Health

Percentage of Year 16.67%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	TD	%
4010 PH ADMINISTRATION	1,369,847	204,404	14.92%	268,363	25,020	9.32%	1,101,484	179,384	16.98%
4011 EMERGING LEADERS IN PH	0	2,754	0.00%	0	0	0.00%		2,754	
4012 WOMEN, INFANTS & CHILDREN	530,783	67,494	12.72%	530,783	21,971	4.14%		45,523	
4013 OCCUPATIONAL HLTH.& SFTY.	134,434	14,129	10.51%	0	0	0.00%	134,434	14,129	10.51%
4015 VITAL RECORDS	74,924	9,857	13.16%	108,000	12,072	11.18%	-33,076	-2,215	6.70%
4016 COMMUNITY HEALTH	1,686,474	182,250	10.81%	395,805	16,573	4.19%	1,290,669	165,677	18.73%
4018 HEALTHY NEIGHBORHOOD PROG	172,369	22,692	13.16%	172,368	0	0.00%	1	22,692	269,225.00%
4047 PLNG. & COORD. OF C.S.N.	1,433,845	194,966	13.60%	388,551	14,324	3.69%	1,045,294	180,642	17.28%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,721,985	230,949	13.41%	625,478	42,459	6.79%	1,096,507	188,490	19.04%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,256,911	0	0.00%	-1,256,911	0	
Total Non-Mandate	7,132,661	929,495	13.03%	3,750,259	132,418	3.53%	3,382,402	797,076	23.57%
2960 PRESCHOOL SPECIAL EDUCATI	4,996,060	246,482	4.93%	2,968,051	345,597	11.64%	2,028,009	-99,115	26.67%
4017 MEDICAL EXAMINER PROGRAM	205,500	26,674	12.98%	0	0	0.00%	205,500	26,674	12.98%
4054 EARLY INTERV (BIRTH-3)	655,000	51,378	7.84%	318,500	0	0.00%	336,500	51,378	15.27%
Total Mandate	5,856,560	324,534	5.54%	3,286,551	345,597	10.52%	2,570,009	-21,063	-0.82%
Total Public Health	12,989,221	1,254,028	9.65%	7,036,810	478,015	6.79%	5,952,411	776,013	13.04%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	1,157,843	243,343	2960 Preschool	4,109,578	2,622,454
4012 WIC	450,762	508,812	4054 Early Intervention	603,622	318,500
4013 Health & Safety	120,305	0	4017 Medical Examiner	54,246	0
4014 Medical Examiner	0	0		<u>4,767,446</u>	<u>2,940,954</u>
4015 Vitals	65,067	95,928			
4016 Community Health	1,428,097	379,232			
4018 Healthy Neighborhood	129,677	172,368			
4047 CSCN	1,238,879	374,227			
4048 PHCP	8,000	4,000			
4090 Environmental Health	1,470,742	583,019			
4095 State Aid	0	1,256,911			
	<u>6,069,371</u>	<u>3,617,841</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
<u>10,836,818</u>	<u>6,558,795</u>

**Public Health Director
Report
March 2019**

- I was a panel presenter at the 2019 NYSDOH Population Health Summit. I shared insight on our efforts to coordinate the work of MH and PH. I was also able to share the success story of Harmonicas for Health. We have already received inquiries from organizations interested in the model.
- I met with staff from Senators Seward, Helming and O'Mara's offices as well as Assemblywoman Lifton's staff to share our public health advocacy messages. The visits were part of a larger effort that had contact with 17 key Legislators and the finance committees of both the Assembly and Senate. The message centered on funding Public Health activities adequately both through increased Article 6 State Aid and full funding for new initiatives. We spent a lot of time explain that using Article 6 as a funding mechanism for new initiative puts 64% of the costs on counties. The meeting felt productive, but there is a lot of leadership changeover in Albany, so time will tell what impact we had there.
- The NYS Office of Mental Health (OMH) arrived 3/11 for the department's unannounced recertification audit. They were here for three days. Things went well. Not perfect, but significant improvement from the issues 3 years ago were noted. There will be an exit conference scheduled soon and we expect their official findings within two months.

HEALTH PROMOTION PROGRAM – February 2019

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

HIGHLIGHTS

A Community Health Survey was released on 2/26. The survey was designed to provide qualitative information primarily related to the impact of social determinants of health on Tompkins County residents and their health, with health reported on a 5-point scale (Ex, VG, G, F, P). The survey has been promoted on the HSC Listserv, Facebook, and press releases, and through outlets such as food banks, HNP outreach activities, Meals on Wheels, and libraries. As of 3/14, the survey registered just over 800 starts, with most questions getting +/- 670 responses. The open text “additional thoughts” question at the end of the survey had 219 responses.

The survey is open to all Tompkins County residents age 18+ years. The survey is accessed using bit.ly/tchdsurvey.

Community Collaborations

- Long-term Care Committee meeting, at which Susan and others presented about the “Younger Olders” program project (SD, SH, TS 2/1)
- Collective Impact: Childhood Nutrition: Steering Committee (SH, 2/1)
- Blueprint for Health Equity: Planning meeting (SH, TS, 2/4, 2/21)
- Housing and Homeless Taskforce (SH, MP, 2/6)
- PIO meeting (SH, 2/22)
- “Younger Olders” program committee meeting (SD, 2/21)
- Owning Your Own Health Committee, Health Insurance Consortium (TS, 2/20)
- Human Services Coalition annual luncheon (TS, MP, 2/14)
- Open House tour at the Alcohol & Drug Council Open Access clinic (TS, 2/8)

TCHD Participation and Support

- HPP Team meeting (2.5)
- New Employee Orientation (SH, 2/19)

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

- DPP Post Core program class, 5 attended (SD, 2/19)
- One-to-one conferences with clients to establish monthly goals and objectives (SD, 2/26)

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

- Early Child Development Council (SH, 2/4) – feedback community health survey
- Food Distribution Network meeting; request collaboration on survey distribution (TS, 2/13)
- HANYS Prevention Agenda Overview webinar (SH, TS, 2/5)
- Steering Committee meetings, Horn Research meetings (SH, TS, 2/5, 2/7, 2/20)

- Community Health Survey launched (2/26)

Healthy Lungs for Tompkins County

- Harmonicas for Health (H4H): YMCA
 - 6-week course ran 1/16-2/27 (SH, SD)
 - The H4H program was highlighted by Frank Kruppa in his presentation on public health success stories at the NYSACHO’s Population Health Summit held at the Empire State Convention Center in Albany, 2/28.

Healthy Neighborhoods Program

- Notification was received on 3/14 that the HNP grant has been extended for one year, 4/1/19 to 3/31/20. The grant was scheduled to end 3/31/19, and in November 2018 an RFA was submitted for the 2019-2024 grant cycle. The notification stated that a new RFA would be issued for funding after the extension ends in March 2020.
- HNP hosted a bed bug training for home health care professionals. 46 people attended (MP, 2/28)
- Outreach & Training
 - Conifer Village (MP, 2/5, reached 5)
 - Salvation Army (MP, 2/11, reached 10)
 - Loaves & Fishes (MP, 2/22, reached 75)

February 2019

HEALTHY NEIGHBORHOODS PROGRAM	MONTH	YTD 2019	YTD 2018	TOTAL 2018*
# of Initial Home Visits (including asthma visits)	25	64	61	413
# of Revisits	10	23	41	163
# of Asthma Homes (initial)	3	8	10	43
# of Homes Approached	48	99	80	1,422

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

Tobacco Free Tompkins (TS)

- Smoke-free housing
 - Invitation from Ellis Hollow Road Apartments to attend a residents meeting and talk about the reasoning for a smoke-free policy in multiunit buildings. Event scheduled for 3/8. Policy implementation June 1.
 - Met with Board for Dryden Senior Housing Authority to discuss smoke-free policy implementation at Willowbrook Manor (2/4)
- Smoke-free outdoors
 - Met with Ithaca Chief of Staff Dan Cogan to additional promotional efforts to build compliance with city outdoor smoking ordinance. The following actions were discussed:
 - Provide police officers with a promotional card they could give to anyone found not in compliance. The card would identify the smoke-free areas downtown and ask the recipient to comply.

- Construction contractors will be given strict directives that workers are to comply with smoke-free zones.
 - Additional signage will be researched with a goal of balancing effectiveness and attractiveness.
- Community Coalition for Healthy Youth is reorganizing to focus on marijuana use prevention among youth. Planning for a 3/14 launch meeting took place throughout Feb. Lead affiliations are TC Youth Services, TST-BOCES, Alcohol & Drug Council, TCHD.
- Presentation by Ben Cort at TC3, 2/26. Ben is a national advocate promoting evidence-based facts about public health risks associated with commercialized /retail marijuana, which is expected to be legalized in NYS.

Web site postings

- Update: [Food Service Program](#) in EH

Media, Website, Social Media

- Nothing to report

Emergency Preparedness

- Staging Site Exercise debrief (2/27)

Meetings and Trainings

- NYSPHA Cannabis webinar (SH, 2/6)
- Population Health Summit, Albany (SH, TS, 2/28)

Emerging Leaders in Public Health (ELPH) Cohort III – Kresge Foundation

- Planning meetings: with Ithaca College (2/25)
- Leadership Coaching (2/21)
- Webinar: Leveraging Communications to Forward Change (2/21)
- Action Learning Set (2/27)



**Medical Director's Report
Board of Health
February/March 2019**

Supervised Injection Facilities (SIFs):

On Friday, January 25th, I gave a presentation on SIFs to the Cayuga Medical Center medical staff and regional practitioners. Approximately 30 to 40 persons were in attendance and interest was quite high. A handout accompanied my talk which detailed the research findings I have accumulated.

I also reached out to Martha Robertson offering to make a presentation to the Legislature at whatever time and venue she deemed appropriate.

The report in Politico, January 2019, indicated Governor Cuomo had met with members of the NYSDOH in New York City to discuss a way forward with SIFs in the City and in Ithaca. It seems to be a good time for all to be informed about these facilities to be able to answer questions from the public as we go forward.

Marijuana:

I drafted a letter to the editor regarding the legalization of THC to emphasize the difference from legalizing marijuana in the form it was known in the 1970s. In that letter, the point was made that should THC be legalized, NYS should properly define its concentration, packaging, marketing, etc., in order to prevent the same experiences we had with big tobacco marketing nicotine.

I also drafted a longer article for the general public regarding THC and its effects on developing minds and in pregnancy. I plan to follow up with some articles related to this subject in the future.

Activities:

Reviewed reports and orders for Children with Special Care Needs (CSCN) as well as the Medicaid Obstetrical Maternal Services (MOMS) program.

Addition to February Report

Marijuana: I conducted further research on the issues surrounding recreational marijuana partially in preparation for my participating in a panel discussion for the League of Women Voters to be held April 29th at 7 pm at the Tompkins County Public Library in the Borg Warner Room.

Division for Community Health
March 26, 2019 Board of Health Meeting

Karen Bishop, Director of Community Health
February 2019 Report

Administration –

- Arranged for CPR recertification training for health department nurses including myself on February 13 at Department of Emergency Response. All health department nurses are required to maintain CPR certification to meet the Diagnostic & Treatment Center regulations.
- Responded to a NYSDOH emergency preparedness drill of LHCSAs on February 27 by completing a HERDS survey within the required timeframe.
- Continued review of documentation forms for development in the EHR.
- Participated on weekly conference calls with the EHR software vendor.
- Participated in a one-day meeting on site with the EHR software vendor on February 20.
- Provided orientation to new health department employees on February 19 regarding division programs.
- Created a dietetic intern policy for WIC which was approved by regional WIC. A dietetic intern will be placed in WIC for five weeks beginning May 28.
- Proposed updated sliding fee scale for vaccines, vaccine administration and Tuberculin Skin Testing.
- Participated on the county Performance Evaluation Team exploring measurable goal(s) for performance evaluations and possible evaluation tools for county employees. The team will make recommendations to the County Administrator within the next few months.

Statistical Reports –

- Division statistical reports – see attached reports.

WIC –

- Filled a vacant Breastfeeding Peer Counselor position in February.
- Opened new Groton clinic location. Unfortunately, due to weather we had to cancel our first clinic.
- Favorable site visit by NYSDOH Regional WIC staff to review inventory reports and observe clinic operations.
- Caseload target – 1500; Active participants – 1055; 500 participants seen in the month of February with a 75% show rate

March 2019 BOH Report

Community Health Services

By Melissa Gatch, Supervising Community Health Nurse

Continuing Education-

- CHS nurses completed CPR recertification training on February 13.
- CHS staff attended a training on bed bugs presented by the Northeast Integrated Pest Management Center on February 28 at the Health Department.

Lead Poisoning Prevention- (1 case) Lead nurse Gail Birnbaum is case managing one child with an elevated Blood Lead Level (BLL). Case is ongoing and is being followed to ensure repeat testing is done as ordered and BLL is decreasing. Repeat blood test was due in February and to date has not been done. Contact has been made with provider and parent to schedule repeat draw. Awaiting testing results.

Communicable Disease-

- **Influenza:** Season to date Tompkins County has had 447 confirmed cases of Influenza. Predominant strain so far this season continues to be A H1N1. In NYS there have been four pediatric deaths reported this season.
- **Pertussis:** One case during February in a 20 year old female local college student, fully vaccinated, presented to provider with 16 days of cough with paroxysms and post-tussive vomiting. Provider tested, treated and isolated at home for 5 days. Due to 16 day cough, paroxysms, and post-tussive vomiting, case was considered probable by NYSDOH case definition; PCR was negative. Contact investigation was initiated; 10 close contacts were identified, contacted, educated and prophylaxis recommended. Case has since recovered.
- **Syphilis:** Two cases in February. The first case was an Early Syphilis case in a 19 year old MSM presented to local provider for screening. Lab results showed an RPR of 1:4, case received appropriate treatment at that time. Case subsequently had unprotected sexual encounter two days following treatment and was retreated. The second case was a Secondary Syphilis case in a 43 year old MSM who presented with symptoms to local provider. Lab results showed an RPR of 1:512. Investigation revealed that the two cases were contacts. Appropriate treatment was initiated.
- **Lymphogranuloma Venereum (LGV)** LGV is a reportable disease caused by 3 unique strains of Chlamydia and characterized by small, often asymptomatic skin lesions, followed by regional lymphadenopathy in the groin or pelvis. If acquired by anal sex, it may manifest as severe proctitis. There has been an increase in reports of LGV in North America, Europe, and Australia among MSM. One case in Tompkins County during February in a 43 year old MSM. Case was seen by local provider and evaluated for LGV. He also tested positive for Chlamydia and Gonorrhea. Case was appropriately tested, treated and referred for a GI consult. Case investigation revealed he had several partners and is currently on PrEP.
- **HIV Testing/Counseling:** During the month of February the Health Department offered 10 clinic dates at multiple testing sites. There were 8 people tested, all with negative results.
- **Health Advisories and Informational Messages Blast Faxed to Providers:**
 - Weekly Influenza Surveillance Report

Tuberculosis- (1 active case)

Case #1: (ongoing) A 34 year old male from Guatemala, came to the USA in October 2018. Case became ill and was seen at an area hospital and then transferred to regional hospital for further evaluation and care. He presented with multiple complaints, including cough, night sweats, 20 pound weight loss over 2 months and abdominal pain. Work-up included, sputa collection on 10/27/18; AFB smear negative and PCR positive for MTB; retroperitoneal lymph node biopsied, resulted in both AFB smear and MTB positive culture. Chest x-ray noted a right upper lobe nodule. He began 4-drug therapy on 10/28/18 and spent the first 2 weeks of treatment in a regional hospital in a negative pressure room with airborne precautions. Case discharged to the care of family in Tompkins County on 11/15/18 where he began daily directly observed therapy (DOT) by Tompkins County Health Department and follow-up with our TB consultant. Susceptibilities came back as pan sensitive and treatment adjusted to 2-drug therapy as of 1/2/19. Contact investigation completed. Case tolerated treatment well and continued with daily DOT through mid February when we were notified by the case that he relocated out of state. An interjurisdictional report was filed and case will continue his treatment through the end of April through the state's local health department.

LTBI (Latent Tuberculosis Infection): There were **10** Tuberculin Screening Tests (TST) placed during the month of February; nine were evaluated; one didn't return for their reading. There were no positives.

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 01MAR19
 Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS Month=February

Disease	2019		2018		2017		2016		Ave (2016-2018)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
ANAPLASMOSIS**	0	0.0	0	0.0	1	11.5	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	0	0.0	3	34.4	2	22.9	1	11.5	2	22.9
CRYPTOSPORIDIOSIS**	0	0.0	0	0.0	0	0.0	1	11.5	0	0.0
ECOLI SHIGA TOXIN**	0	0.0	0	0.0	0	0.0	1	11.5	0	0.0
GIARDIASIS	1	11.5	2	22.9	1	11.5	0	0.0	1	11.5
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC**	2	22.9	2	22.9	1	11.5	2	22.9	2	22.9
HEPATITIS C,ACUTE**	1	11.5	1	11.5	0	0.0	0	0.0	0	0.0
HEPATITIS C,CHRONIC**	3	34.4	7	80.2	7	80.2	11	126.0	8	91.6
INFLUENZA A, LAB CONFIRMED	334	3824.4	235	2690.8	176	2015.2	108	1236.6	173	1980.9
INFLUENZA B, LAB CONFIRMED	6	68.7	290	3320.5	17	194.7	2	22.9	103	1179.4
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	0	0.0	0	0.0	2	22.9	1	11.5
LYME DISEASE** ****	3	34.4	3	34.4	0	0.0	0	0.0	1	11.5
PERTUSSIS**	1	11.5	0	0.0	1	11.5	0	0.0	0	0.0
SALMONELLOSIS**	0	0.0	1	11.5	0	0.0	1	11.5	1	11.5
STREP,GROUP A INVASIVE	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
STREP,GROUP B INVASIVE	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
STREP	2	22.9	1	11.5	1	11.5	2	22.9	1	11.5

Disease	2019		2018		2017		2016		Ave (2016-2018)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
PNEUMONIAE,INVASIVE**										
TUBERCULOSIS***	0	0.0	0	0.0	1	11.5	0	0.0	0	0.0
ZIKA VIRUS (SYMPTOMATIC)**	0	0.0	0	0.0	0	0.0	1	11.5	0	0.0
SYPHILIS TOTAL.....	2	22.9	0	0.0	0	0.0	0	0.0	0	0.0
- P&S SYPHILIS	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
- EARLY LATENT	1	11.5	0	0.0	0	0.0	0	0.0	0	0.0
GONORRHEA TOTAL.....	13	148.9	16	183.2	16	183.2	5	57.3	12	137.4
- GONORRHEA	13	148.9	16	183.2	16	183.2	5	57.3	12	137.4
CHLAMYDIA	40	458.0	45	515.3	31	355.0	39	446.6	38	435.1
CHLAMYDIA PID	0	0.0	1	11.5	0	0.0	0	0.0	0	0.0
OTHER VD	1	11.5	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

***Not official number

**** In 2016, 25 counties investigated a sample of positive laboratory results; in 2017, 27 counties sampled; in 2018, 30 counties sampled; in 2019, 33 counties sampled.

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 01MAR19
 Through February

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

County=TOMPKINS

Disease	2019		2018		2017		2016		Ave (2016-2018)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
ANAPLASMOSIS**	0	0.0	0	0.0	1	5.7	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	3	17.2	3	17.2	2	11.5	1	5.7	2	11.5
CRYPTOSPORIDIOSIS**	2	11.5	0	0.0	1	5.7	1	5.7	1	5.7
ECOLI SHIGA TOXIN**	0	0.0	0	0.0	0	0.0	1	5.7	0	0.0
GIARDIASIS	1	5.7	2	11.5	1	5.7	0	0.0	1	5.7
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	5.7	1	5.7	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC**	2	11.5	3	17.2	4	22.9	3	17.2	3	17.2
HEPATITIS C,ACUTE**	1	5.7	2	11.5	1	5.7	0	0.0	1	5.7
HEPATITIS C,CHRONIC**	6	34.4	7	40.1	10	57.3	16	91.6	11	63.0
INFLUENZA A, LAB CONFIRMED	436	2496.1	403	2307.2	280	1603.0	112	641.2	265	1517.1
INFLUENZA B, LAB CONFIRMED	11	63.0	418	2393.1	25	143.1	2	11.5	148	847.3
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	0	0.0	1	5.7	2	11.5	1	5.7
LYME DISEASE** *****	4	22.9	3	17.2	0	0.0	2	11.5	2	11.5
MENINGITIS, ASEPTIC	0	0.0	1	5.7	0	0.0	0	0.0	0	0.0
PERTUSSIS**	2	11.5	0	0.0	1	5.7	0	0.0	0	0.0
SALMONELLOSIS**	0	0.0	2	11.5	0	0.0	1	5.7	1	5.7
SHIGELLOSIS**	0	0.0	1	5.7	0	0.0	0	0.0	0	0.0
STREP, GROUP A	1	5.7	0	0.0	0	0.0	1	5.7	0	0.0

Disease	2019		2018		2017		2016		Ave (2016-2018)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
INVASIVE										
STREP, GROUP B INVASIVE	1	5.7	2	11.5	0	0.0	1	5.7	1	5.7
STREP PNEUMONIAE, INVASIVE**	2	11.5	3	17.2	1	5.7	2	11.5	2	11.5
TUBERCULOSIS***	0	0.0	1	5.7	1	5.7	0	0.0	1	5.7
ZIKA VIRUS (SYMPTOMATIC)**	0	0.0	0	0.0	0	0.0	1	5.7	0	0.0
SYPHILIS TOTAL.....	3	17.2	0	0.0	1	5.7	1	5.7	1	5.7
- P&S SYPHILIS	2	11.5	0	0.0	0	0.0	0	0.0	0	0.0
- EARLY LATENT	1	5.7	0	0.0	0	0.0	1	5.7	0	0.0
- LATE LATENT	0	0.0	0	0.0	1	5.7	0	0.0	0	0.0
GONORRHEA TOTAL.....	23	131.7	20	114.5	23	131.7	9	51.5	17	97.3
- GONORRHEA	23	131.7	20	114.5	23	131.7	9	51.5	17	97.3
CHLAMYDIA	73	417.9	64	366.4	59	337.8	60	343.5	61	349.2
CHLAMYDIA PID	0	0.0	1	5.7	0	0.0	0	0.0	0	0.0
OTHER VD	1	5.7	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 2016, 25 counties investigated a sample of positive laboratory results; in 2017, 27 counties sampled; in 2018, 30 counties sampled; in 2019, 33 counties sampled.

Division for Community Health
PROGRAM Statistical Highlights for Board of Health - 2019

Community Health Services Program Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2019	Total 2018	Total 2017
Maternal Child / MOMS Services															
Client Caseload	67	66													
# of Client Admissions	19	12											31	143	181
# of Client Discharges	12	17											29	152	217
Maternal & Infant Office Visit**	5	2											7	79	99
Maternal & Infant Home Visit	68	48											116	618	918
Total Home & Office Visits	73	50	0	0	0	0	0	0	0	0	0	0	123	697	1017

SafeCare															
# of Clients in program	8	8											0	14	
# Home Visits	12	9											21	186	


On-Call (Weekend) Nursing Visits to Patients															
Maternal & Infant On Call Visits	0	0											0	0	0
Rabies On Call Vaccinations	1	1											2	50	36
TB DOT On Call Visits	0	0											0	18	9
Total # On-Call Visits	1	1	0	0	0	0	0	0	0	0	0	0	2	68	45

Total Home, Office, SafeCare, On-Call Visits	86	60	0	0	0	0	0	0	0	0	0	0	146	951	1062
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Childbirth Education															
# of Childbirth Education Classes	0	0												0	3
# of Childbirth Education Moms*	0	0												0	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 Clinic Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2019	Total 2018	Total 2017
Immunization Program (does not include counts for rabies vaccinations or PPD)															
Immunization Clients Served: Children	23	9											32	344	274
Immunization Clients Served: Age19 +	20	20											40	610	599
Total Immunization Clients	43	29	0	0	0	0	0	0	0	0	0	0	72	954	873
Immunizations Administered: Children	44	19											63	606	553
Immunizations Administered: Age 19 +	28	26											54	663	668
Total Immunizations Administered	72	45	0	0	0	0	0	0	0	0	0	0	117	1269	1221
# of Influenza Immunizations	17	3											20	661	591
# of All Other Immunizations	55	42											97	608	630
Rabies Vaccination Program (Internal data, reporting to NYSIS may be ongoing)															
Post-Exposure Clients	2	5											7	167	139
Post-Exposure Vaccinations	5	13											18	352	277
Tuberculosis Program															
Cumulative Active TB clients	2	2											2	7	5
Active TB Admissions	0	0											0	5	4
Active TB Discharges	0	1											1	4	3
Current Active Clients	2	1											N/A	N/A	N/A
TB Direct Observe Therapy Home Visits	21	10											31	417	353
# of Tuberculosis Screening Tests	11	10											21	236	231
Anonymous HIV Counseling & Testing Clinics															
# of HIV Clinics - including Walk-Ins	10	10											20	97	89
# of Clients Counseled & Tested	1	8											9	81	73
HIV Positive Eliza & Western Blot	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Women, Infants, Children Clinic															
Monthly New Enrollments													0		535
Total Participants Served													0		5230
Participants w/Active Checks													0		1160
Total Enrolled (Summary is an Average)													0		1399
% No-Show															
% Active Participation															
% Caseload Target (FY17 Target = 1500)															

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

Not yet available in NYWIC, new WIC system which went live in October

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

Children with Special Care Needs Highlights
February 2019

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
- Weekly meetings for building of checklists for the software with Roger Cotrofeld and the committee.
- Margo Polikoff attended 'Be the One' large group meeting @ CCE 2/1/19
- Margo attended local ECDC meeting 2/4/19
- Margo attended Homelessness Task Force @ TCMH 2/6/19
- Margo attended 'Be the One' Summit Planning Meeting 2/11/19
- Margo attended Coalition for Families @ CCE 2/21/19
- All staff attended CSCN Staff meeting 2/25/19
- Margo attended 'Be the One' Summit Meeting 2/25/19
- Margo and Julie attended TST CPSE Chairs Meeting @ TST BOCES – 2/15/19

Staff Training

- CPR certification-Deb Thomas, Cindy Lalonde, Margo Polikoff, Julie Norton, Michele Card, Capri Prentice on 2/13/19
- Margo attended Bed Bug presentation 2/28/19
- Stephanie Sampson-Magill and Matt Phillips attended TCHD New Employee Orientation on 2/19/19

Division Managers

- Barb Wright- NYS DOH BEI All county conference call 2/21/19

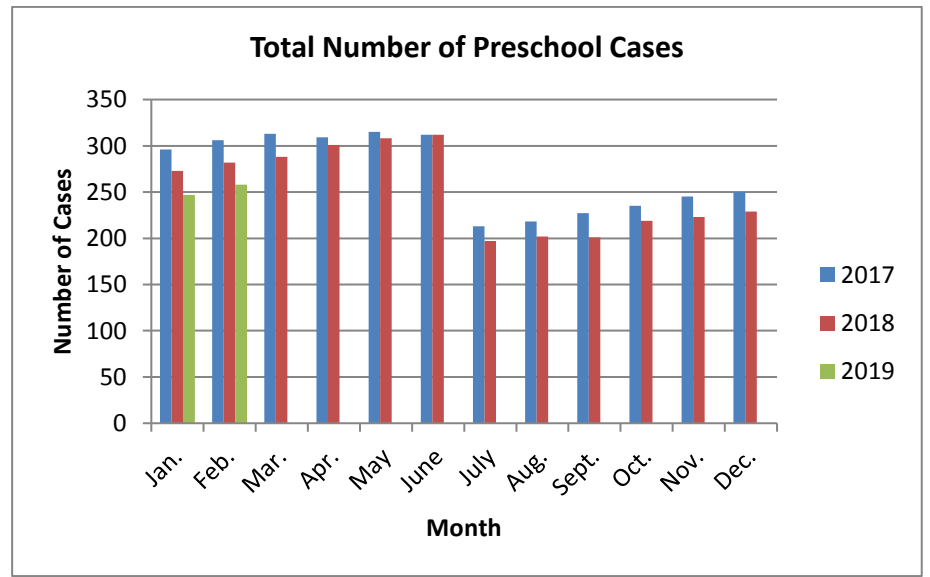
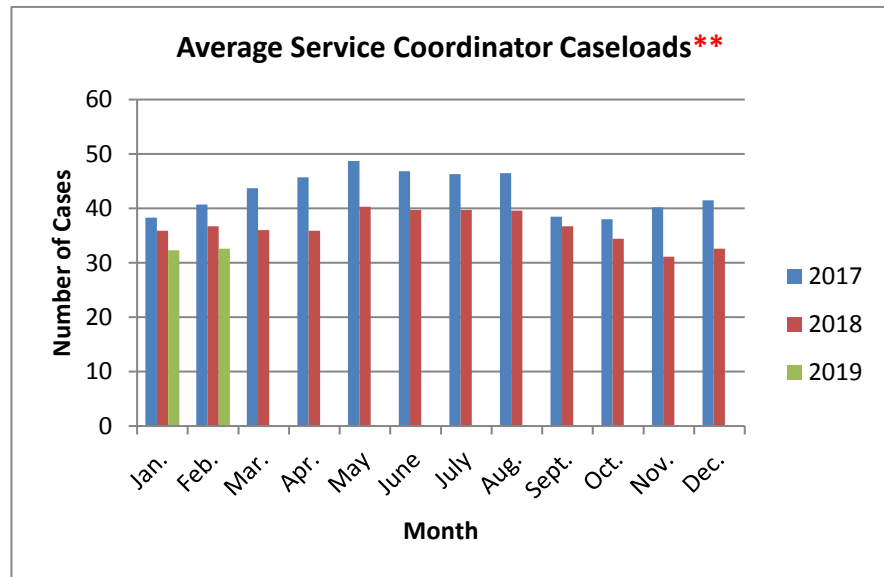
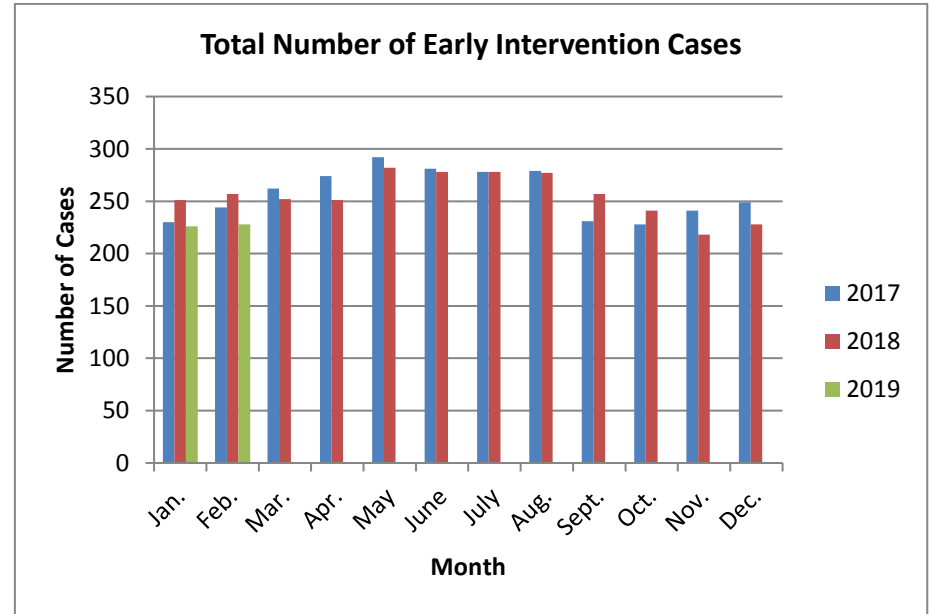
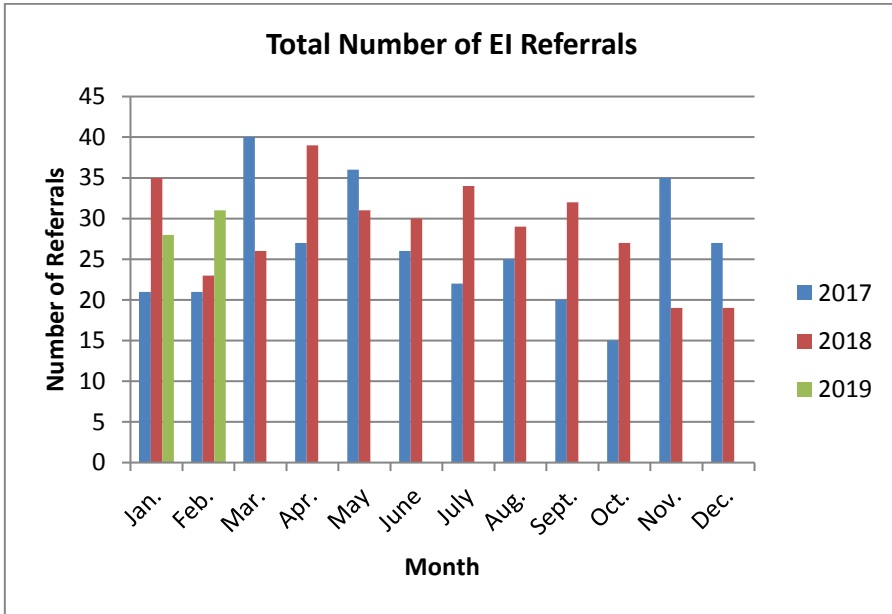
Deb Thomas:

- Senior Leadership meeting 2/6/19
- CSCN program meeting with Frank Kruppa 2/6/19 and 2/20/19
- Early Childhood Development Coalition in Ithaca 2/4/19
- TST BOCES CPSE Chairs meeting 2/15/19
- Program Orientation for new employees 2/19/19
- NYS DOH BEI All county conference call 2/21/19
- Medicaid Transformation webinar for waiver programs 2/13/19
- Emergency Preparedness Debriefing 2/27/19

Other:

- CSCN successfully went live with a total case management software program for the Early Intervention Program on 2/4/19 -Currently all new children entering the EI Program are being entered into this system for all activities and will have a total paperless record. As children are discharged from this system, they will be archived into the county Laserfiche system.

**Children with Special Care Needs
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 2019**

EARLY INTERVENTION PROGRAM

Number of Program Referrals	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2019 Totals	2018 Totals
Initial Concern/reason for referral:														
-- DSS Founded Case	1	2											3	9
-- Gestational Age		1											1	10
-- Gestational Age/Gross Motor													0	1
-- Cognitive Delay													0	0
-- Global Delays													0	4
-- Hearing													0	7
-- Physical														
-- Feeding	1	2											3	13
-- Feeding & Gross Motor	1	2											3	1
-- Feeding & Social Emotional													0	0
-- Gross Motor	3	6											9	52
-- Gross Motor & Feeding													0	6
-- Gross Motor & Fine Motor	1												1	3
-- Fine Motor													0	3
-- Social Emotional	1	1											2	11
-- Social Emotional & Adaptive													0	0
-- Speech	18	15											33	181
-- Speech & Feeding													0	5
-- Speech & Fine Motor		1											1	1
-- Speech & Gross Motor													0	13
-- Speech & Sensory													0	1
-- Speech & Social Emotional	2												2	9
-- Adaptive													0	0
-- Adaptive/Sensory													0	3
-- Adaptive/Fine Motor													0	0
-- Qualifying Congenital / Medical Diagnosis		1											1	4
-- Child Find (At Risk)													0	5
Total Number of Early Intervention Referrals	28	31	0	0	0	0	0	0	0	0	0	0	59	342

Caseloads														
Total # of clients qualified and receiving svcs	199	196												
Total # of clients pending intake/qualification	27	32												
Total # qualified and pending	226	228	0	0	0	0	0	0	0	0	0	0		
Average # of Cases per Service Coordinator	32.3	32.6	0.0	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 2019**

EARLY INTERVENTION PROGRAM

Family/Client visits	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2019 Totals	2018 Totals
-- Intake visits	22	27											49	293
-- IFSP Meetings	30	42											72	451
-- Amendments	13	4											17	237
-- Core Evaluations	19	16											35	270
-- Supplemental Evaluations	6	1											7	106
-- DSS Visit	0	0											0	0
-- EIOD visits	0	0											0	19
-- Observation Visits	45	41											86	571
-- CPSE meetings	6	7											13	81
-- Program Visit	0	2											2	2
-- Family Training/Team Meetings	1	0											1	10
-- Transition meetings	8	25											33	103
-- Other Visits	2	0											2	10
IFSPs and Amendments														
# of Individualized Family Service Plans Completed	30	42												461
# of Amendments to IFSPs Completed	20	14												349
Services and Evaluations Pending & Completed														
Children with Services Pending														
-- Audiological	0	0												
-- Feeding	1	1												
-- Nutrition	0	0												
-- Occupational Therapy	4	3												
-- Physical Therapy	1	2												
-- Social Work	0	0												
-- Special Education	1	4												
-- Speech Therapy	5	6												
# of Supplemental Evaluations Pending	5	4	0	0	0	0	0	0	0	0	0	0		
Type:														
-- Audiological	0	1												
-- Developmental Pediatrician	2	0												
-- Diagnostic Psychological	0	0												
-- Feeding	0	0												
-- Physical Therapy	2	1												
-- Speech	0	1												
-- Occupational Therapy	1	1												
-- Vision	0	0												
-- Other	0	0												

Children with Special Care Needs Division
Statistical Highlights 2019

EARLY INTERVENTION PROGRAM

Services and Evaluations Pending & Completed (continued)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2019 Totals	2018 Totals
# of Supplemental Evaluations Completed	6	4	0	0	0	0	0	0	0	0	0	0	10	129
Type:														
-- Audiological	0	1											1	33
-- Diagnostic Psychological	0	1											1	4
-- Developmental Pediatrician	0	0											0	3
-- Feeding	1	0											1	12
-- Occupational Therapy	3	1											4	36
-- Physical Therapy	0	1											1	10
-- Speech Therapy	2	0											2	31
-- Vision	0	0											0	0
-- Other	0	0											0	0
Diagnosed Conditions														
Autism Spectrum														
-- Children currently diagnosed:	1	2												
-- Children currently suspect:	16	15												
Children with 'Other' Diagnosis														
-- Agenesis of Corpus Collosum	1	1												
-- Athrogryposis	1	1												
-- Brain Anomalies	1	1												
-- Cardiac Anomaly	1	1												
-- Cerebral Palsy (CP)	2	2												
-- Chromosome Abnormality	0	0												
-- Cleft Lip/Palate	1	1												
-- Congenital CMV	1	1												
-- Cri Du Chat	1	1												
-- Crouzon Syndrome	1	1												
-- Cystic Fibrosis	1	1												
-- Down Syndrome	3	3												
-- Dysmorphic Features	1	1												
-- Feeding Difficulties	24	15												
-- Hearing Loss	4	4												
-- Hip Dysplasia	0	1												
-- Hirschsprung	1	1												
-- Hydrocephalus	2	1												
-- Hypotonia	3	3												
-- Leukodystrophy	0	1												
-- Macrocephaly	2	2												
-- Microcephaly	1	1												
-- Noonan's Syndrome	1	1												
-- Osteogenesis Imperfecta	1	1												
-- Plagiocephaly	1	2												
-- Polymicrogyria (PMG)	1	1												
-- Prematurity	15	13												
-- Pyriform Aperture Stenosis w/ Hard Palate Cleft	1	1												
-- Reduction of Upper Limb	0	1												
-- Spina Bifida	1	1												
-- Te Fistula	0	1												
-- Torticollis	3	4												

**Children with Special Care Needs Division
Statistical Highlights 2019**

EARLY INTERVENTION PROGRAM

Diagnosed Conditions (continued)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2019 Totals	2018 Totals
Early Intervention Discharges														
-- To CPSE	0	0											0	78
-- Aged out	2	0											2	4
-- Declined	2	2											4	67
-- Skilled out	1	0											1	39
-- Moved	3	2											5	25
-- Not Eligible	7	4											11	118
-- Other	0	2											2	28
Total Number of Discharges	15	10	0	0	0	0	0	0	0	0	0	0	25	359
Child Find														
Total # of Referrals	0	0											0	14
Total # of Children in Child Find	8	7												
Total # Transferred to Early Intervention	0	0											0	5
Total # of Discharges	2	2											4	2

Children with Special Care Needs Division
Statistical Highlights 2019

PRESCHOOL SPECIAL EDUCATION PROGRAM

Clients Qualified and Receiving Services	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2019 Totals	2018 Totals
Children per School District														
-- Ithaca	120	125												
-- Dryden	53	57												
-- Groton	15	18												
-- Homer	0	0												
-- Lansing	18	18												
-- Newfield	24	24												
-- Trumansburg	15	14												
-- Spencer VanEtten	1	1												
-- Newark Valley	1	1												
-- Odessa-Montour	0	0												
-- Candor	0	0												
-- Moravia	0	0												
-- Cortland	0	0												
Total # of Qualified and Receiving Services	247	258	0	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)	144	146												
-- Speech Therapy (group)	11	12												
-- Occupational Therapy (individual)	48	51												
-- Occupational Therapy (group)	2	3												
-- Physical Therapy (individual)	23	24												
-- Physical Therapy (group)	0	0												
-- Transportation														
-- Birnie Bus	30	30												
-- Ithaca City School District	42	43												
-- Parent	4	4												
-- Service Coordination	24	27												
-- Counseling (individual)	36	42												
-- 1:1 (Tuition Program) Aide	6	6												
-- Special Education Itinerate Teacher	31	32												
-- Parent Counseling	30	32												
-- Program Aide	1	1												
-- Teaching Assistant	0	0												
-- ASL Interpreter	0	0												
-- Audiological Services	4	4												
-- Teacher of the Deaf	2	2												
-- Auditory Verbal Therapy	0	0												
-- Teacher of the Visually Impaired	0	0												
-- Nutrition	4	4												
-- Assistive Technology Services	0	0												
-- Skilled Nursing	0	0												
-- Vision	0	0												
Total # of children rcvg. home based related svcs.	171													

Children with Special Care Needs Division
Statistical Highlights 2019

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	2019 Totals	2018 Totals
-- Ithaca	42	43												
-- Dryden	18	18												
-- Groton	2	2												
-- Lansing	3	3												
-- Newfield	5	5												
-- Trumansburg	6	6												
-- Odessa-Montour	0	0												
-- Spencer VanEtten	0	0												
-- Moravia	0	0												
-- # attending Franziska Racker Centers	46	47												
-- # attending Ithaca City School District	30	30												
Total # attending Special Ed Integrated Tuition Progr.	76	77	0	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	2019 Totals	2018 Totals
-- Ithaca	19	18											37	205
-- Candor	0	0											0	0
-- Dryden	9	5											14	102
-- Groton	1	0											1	22
-- Lansing	2	0											2	15
-- Newfield	1	1											2	40
--Trumansburg	1	0											1	21

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

Ph: (607) 274-6688
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ENVIRONMENTAL HEALTH HIGHLIGHTS February 2019

Outreach and Division News

State Septic System Replacement Fund: EH is participating in the State Septic System Replacement Fund. This grant provides funding for eligible replacement sewage systems, generally for parcels adjacent to Cayuga Lake. The grant can cover 50% of eligible costs for these systems up to \$10,000. In February, EH issued four Onsite Wastewater Treatment System (OWTS) Permits for parcels on Milliken Station Road Extension in Lansing and subsequently awarded grant funding for these lake-front parcels. These permits are for very small (roughly 45 or 50' x 90') parcels with private water and sewage. The OWTS design for each of these systems includes an enhanced treatment unit (ETU) followed by an absorption area. This would be a significant improvement over the current situation. EH does not have historical records for these parcels but it is believed the existing system for each parcel is partly or completely composed of a drywell. The grant awards provide up to \$8,100 for eligible funds for each parcel.

Potential Changes to the Childhood Lead Program: The NYSACHO (New York State Association of County Health Officials) provided information that the proposed 2019-20 NYS Executive Budget included a statutory change to lower the elevated blood lead level (BLL) from 15 ug/l to 5 ug/l, in line with current CDC recommendations. In early February, NYSACHO circulated a survey to obtain information on the impacts of this proposal on local health departments. René Borgella, Chris Laverack, Liz Cameron from EH coordinated with CHS on responding to the survey. It is anticipated that TCHD would see approximately 30 additional childhood lead cases if the BLL was lowered to 5 ug/l. It would be helpful if the proposed change was implemented in phases to allow counties to plan for and adjust to the increased work load.

Accela: sCube (finally and successfully) completed changes to our Accela public portal (ACA), with some related changes to our Accela back office system in early February. The changes should improve the user interface for the public, as well as creating a more efficient process for renewing and amending permits. EH has now re-established weekly meetings with ITS to address other issues with the Accela as well as proposed improvements. ITS is working to resolve several important issues. One of the highest priorities is to resolve the current inability for online credit card transactions through Official Payments to transfer to Accela. This happened when upgrades were made to Accela about a year ago. Since then, the credit card transaction information has had to be manually identified in Official Payment records and then manually entered into Accela for each transaction. ITS is also working on the process for data transfer between Accela and the NYSDOH ehyps program. A successful data transfer process would eliminate the duplicate data entry that EH currently is required to do.

With the ability to modify the Accela system ourselves now that the sCube work is complete, Brenda Coyle (with the assistance of tech staff) has created the workflow and other required components to allow EH to upload historical spill records to Accela. This will decrease the bulk of paper files in our office and also allow EH staff to more easily identify and locate information in response to FOIL requests or other needs. Janice Wood is currently digitizing and uploading our historical spill records. Brenda is also working on standardizing and updating contact information in Accela (e.g., is it Dryden Subway or Subway-Dryden). Contact information is currently entered into Accela, ehyps, SDWIS (for drinking water systems), Outlook (for email), and program-specific inventories. EH is working to minimize this duplicate data entry and maximize the use of contact information in Accela. Revisions have also been made to Accela Engineering Plan Review records. The process to allow us to permit and track holding tanks in Accela is currently being developed.

CEHD Spring Meeting Planning: Liz Cameron is currently the Chair of the Conference of Environmental Health Directors (CEHD). On February 5, Liz participated in the CEHD organizational call to plan for the spring meeting. The meeting will be held on May 6 to 8.

New Employee Orientation: Our new Public Health Technician Kate Walker attended TCHD new employee orientation on the afternoon of February 19. Liz Cameron provided the overview of Environmental Health.

IO Meeting: Liz Cameron attended the Cayuga Lake Intermunicipal Organization (IO) meeting on February 27. One of the topics being discussed by the IO is watershed rules and regulations. Discussions are in the preliminary stage at this point.

Training: Janice Koski, Anne Wildman and Kate Walker attended a 2-hour bed bug presentation held on February 28.

Rabies Control Program

There were three confirmed cases of rabies in Tompkins County during February 2019 including a cow, a raccoon, and a grey fox. Two people were treated due to saliva exposure to the rabid cow and one person was treated due to potential exposure of saliva and nervous tissue of the rabid fox. Additionally, one person received post-exposure treatment related to a bat exposure in February.

Key Data Overview				
	This Month	YTD 2019	YTD 2018	TOTAL 2018
Bites¹	26	42	29	306
Non Bites²	10	20	18	226
Referrals to Other Counties	4	5	4	37
Submissions to the Rabies Lab	21	26	19	222
Human Post-Ex Treatments	4	11	11	144
Unvaccinated Pets 6-Month Quarantined³	2	2	0	3
Unvaccinated Pets Destroyed⁴	0	0	0	0
Rabid Animals (Laboratory Confirmed)	3	3	1	18

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 2019	YTD 2018	Total 2018	By TCHD	By Cornell	Totals		Mo	YTD 2019	YTD 2018	Total 2018
							Mo	YTD				
Cat	9	12	12	115	0	1	1	1	0	0	0	0
Dog	17	29	15	158	0	2	2	3	0	0	0	0
Cattle	0	0	0	1	0	3	3	3	1	1	0	0
Horse/Mule	0	0	0	0	0	0	0	0	0	0	0	0
Sheep/Goat	0	0	0	0	0	0	0	0	0	0	0	0
Domestic	0	0	0	0	0	0	0	0	0	0	0	0
Raccoon	0	0	0	5	0	2	2	2	1	1	0	5
Bats	0	0	0	10	7	1	8	12	0	0	0	7
Skunks	0	0	1	3	0	1	1	1	0	0	1	1
Foxes	0	0	0	6	1	0	1	1	1	1	0	3
Other Wild	0	1	1	8	0	3	3	3	0	0	0	2
Totals	26	42	29	306	8	13	21	26	3	3	1	18

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:

Aladdin's Natural Eatery, C-Ithaca	Jimmy John's Gourmet Sandwiches, C-Ithaca
Alley Cat Café, C-Ithaca	LCSD – Lansing High School, T-Lansing
Arby's – Elmira Road, C-Ithaca	LCSD – Lansing Middle School, T-Lansing
Bella Pizza, C-Ithaca	LCSD – R.C. Buckley Elementary, T-Lansing
Cayuga Addiction Recovery Services, T-Ulysses	Little Ceasars Pizza, C-Ithaca
Chili's Grill & Bar, C-Ithaca	Manndible Café, C-Ithaca
Clarion Inn Ithaca, V-Lansing	Mark's Pizzeria, V-Groton
Coddington Road Community Center, T-Ithaca	Maru Ramen, C-Ithaca
Cornell Child Care Center, T-Ithaca	Purity Ice Cream Company, C-Ithaca
CU – North Star, C-Ithaca	Sicilian Delight, V-Lansing
CU – Vet School Café, T-Ithaca	Smart Start Preschool, T-Ulysses
Dryden Hotel, V-Dryden	Sopoong, C-Ithaca
Firehouse Subs, C-Ithaca	Starbucks Coffee Company #10395, C-Ithaca
Five Guys Burgers & Fries, C-Ithaca	Subway – Catherwood Rd. #16-098, V-Lansing
Flynn's Roadhouse Café, T-Lansing	Subway – Collegetown, C-Ithaca
Fork & Gavel Café, C-Ithaca	Subway – East Hill, T-Ithaca
ICSD – Beverly J. Martin Elementary School, C-Ithaca	Sweet Melissa's – Press Bay Alley, C-Ithaca
ICSD – Caroline Elementary School, T-Caroline	Taco Bell #9587, C-Ithaca
ICSD – Cayuga Heights Elementary School, V-Cayuga	TC Action Groton, V-Groton
Heights	TC Action Hancock St. Child Care, C-Ithaca
ICSD – Dewitt Middle School, T-Ithaca	TC3 Main Cafeteria, T-Dryden
ICSD – Northeast Elementary School, T-Ithaca	Ten Forward Café, C-Ithaca
Italian Carryout, T-Ithaca	Wings Over Ithaca, C-Ithaca
Ithaca Community Childcare Center, T-Ithaca	
Ithaca Press, C-Ithaca	

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

No 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:

Applebee's Neighborhood Bar & Grill, V-Lansing
Café Dewitt, C-Ithaca
Dunkin Donuts – Meadow St., C-Ithaca
Nikki Green, C-Ithaca

Papa John's, C-Ithaca
Pizza Aroma, C-Ithaca
Texas Roadhouse, 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:

Pat's Pizzeria, C-Ithaca

Enough hot holding equipment was not maintained so that potentially hazardous foods were kept above 140°F in hot holding. Product in hot holding was observed to be at 112-125°F. The products were discarded during the inspection. At a subsequent re-inspection, enough hot holding equipment was not maintained to keep hot foods above 140°F in hot holding. Products in a hot holding unit were observed to be at 127-132°F. The products were discarded during the inspection.

Commons Kitchen, C-Ithaca

Food on premises was observed to be adulterated. The product was discarded during the inspection.

Texas Roadhouse, C-Ithaca

Potentially hazardous foods were not kept at or below 45°F in cold holding. Product in cold holding was observed to be at 50°F. The product was moved to refrigerated storage to be rapidly chilled to 45°F or less before use.

Papa John's, C-Ithaca

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were stored below 45°F as required. Products in a refrigerated storage unit were observed to be at 47-51°F. The products were removed from service and rapidly chilled to 45°F or less before use.

Mitsuba Hibachi Sushi Restaurant, V-Lansing

Potentially hazardous foods were not stored under refrigeration. Product on a counter was observed to be at 67°F. The product was removed from service and moved to the walk-in cooler to be rapidly chilled to 45°F or less before use.

Nikki Green, C-Ithaca

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

Dolce Delight, T-Ithaca

Potentially hazardous food was not cooled by an approved method. Product on a counter was observed to be at 70-76°F. The product was moved to refrigerated storage to be rapidly chilled to 45°F or less using an approved method.

Potentially hazardous foods were not stored under refrigeration. Product on a counter for customer service was observed to be at 48°F. The product was removed from service and rapidly chilled to 45°F or less before use.

Greenstar Market Events, Throughout Tompkins

Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 127°F. The product was removed from service and reheated to 165°F or above before use.

Ten Forward Café, C-Ithaca

Potentially hazardous foods were not kept at below 45°F during cold holding. Product in cold holding was observed to be at 48-52°F. The products were rapidly chilled to 45°F or less during the inspection.

Mahogany Grill, C-Ithaca

Potentially hazardous foods were not cooled by an approved method. Product for customer service was observed to be at 54-60°F. The products were removed from service and rapidly chilled to 45°F or less before use.

Thai Basil, C-Ithaca

Potentially hazardous foods were not kept at below 45°F during cold holding. Product in cold holding was observed to be at 49-52°F. The products were removed from service and rapidly chilled to 45°F or less before use.

Friendly's #7450, V-Lansing

Potentially hazardous foods were not kept at below 45°F during cold holding. Product in cold holding was observed to be at 48-51°F. The products were removed from service and rapidly chilled to 45°F or less before use.

Fat Jack's BBQ, C-Ithaca

Potentially hazardous foods were not kept at or above 140°F during hot holding. Products in hot holding were observed to be at 95-123°F. The products were removed from service and rapidly reheated to 165°F or above before use.

Dunkin Donuts – Groton, V-Groton

Food workers do not wash hands thoroughly after contaminating their hands. A food worker was observed to enter the kitchen, put on gloves and begin working with food without washing their hands. The staff person washed their hands and returned to food preparation.

AGAVA, C-Ithaca

Potentially hazardous foods were not cooled by an approved method. Product in the kitchen was observed to be at 74°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 was observed to be at 61°F. The product had been placed on the counter during lunch service and was moved to the cooler. The product was rapidly cooled to 45°F or less.

North East Pizza & Beer Co., V-Lansing

Potentially hazardous foods were stored at room temperature. Product on a counter for customer service was observed to be at 65-67°F. The facility has a waiver for time as a public health control for the product but was not maintaining temperature logs as required.

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 48-52°F. The products were moved to functioning refrigeration equipment to be rapidly chilled to 45°F or less.

Jack's Grill, C-Ithaca

Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in cold holding was observed to be at 61°F. The product was rapidly chilled to 45°F or less during the inspection.

Potentially hazardous foods were not kept at or above 140°F in hot holding. Product in hot holding was observed to be at 61°F. The product was removed from service and rapidly reheated to 165°F or above before use.

Bunn Appetit Bakery, V-Groton

Potentially hazardous foods were not stored under refrigeration. Product on a counter was observed to be at 49-51°F. The product was discarded during the inspection.

CU – Dairy Bar, T-Ithaca

Food workers do not wash hands thoroughly after contaminating their hands. A food worker was observed to enter the kitchen, put on gloves and begin working with food without washing their hands. The staff person washed their hands and returned to food preparation.

Potentially hazardous foods were not stored under refrigeration. Product on a counter for customer service was observed to be at 49°F. The product was discarded during the inspection.

Pontillo's Pizzeria, V-Groton

Food on premises was adulterated. The product was discarded during the inspection.

Potentially hazardous foods were not stored under refrigeration. Product on a counter for customer service was observed to be at 82-88°F. The facility has a waiver for time as a public health control for the product but was not maintaining temperature logs as required.

Temporary Food Service Operation Permits are issued for single events at one location. The Food Protection Program issued 19 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:

Brookton Market at 2019 Chili Cook-off, C-Ithaca
 Cayuga Medical Center at 2019 Chili Cook-off, C-Ithaca
 Chi Phi Fraternity at 2019 Chili Cook-off, C-Ithaca
 The Chili Cabin at 2019 Chili Cook-off, C-Ithaca
 Ithaca Beer Company at 2019 Chili Cook-off, C-Ithaca
 Ithaca Soy at 2019 Chili Cook-off, C-Ithaca
 Soup & Hope Committee at CU 2019 Soup & Hope 2019 Series, C-Ithaca
 Two Rivers Church Ithaca at 2019 Chili Cook-off, C-Ithaca

Critical Violations were found at the following establishments:**Ithaca Health & Wellness Store LLC at 2019 Chili Cook-off, C-Ithaca**

Potentially hazardous food was held at an improper temperature. Product in hot holding was observed to be at 86°F. The product was removed from service and rapidly reheated to 165°F or above before use.

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:

DP Dough, C-Ithaca

Plans Approved:

There were no plans approved this month.

New Permits Issued:

DP Dough, C-Ithaca
 Firehouse Subs, C-Ithaca
 Just a Taste, C-Ithaca
 Rashida Sawyer, Throughout Tompkins
 Super 8 Motel FSE, 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

- OWTS Plan for Replacement Construction – Town of Ulysses
- OWTS Plan for New Construction – Town of Dryden
- Public Water System – Grassroots Festival Onsite and Across the Way

Problem Alerts/Emergency Responses

None reported in February.

Childhood Lead Program

CHILDHOOD LEAD PROGRAM	MONTH	YTD 2019	YTD 2018	TOTAL 2018
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	5
B: Total Environmental Inspections:				
B1: Due to A1	0	0	0	1
B2: Due to A2	0	0	1	5
C: Hazards Found:				
C1: Due to B1	0	0	0	1
C2: Due to B2	0	0	1	5
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):	3	5	7	54
H: Samples Collected for Lab Analysis:				
- Paint	0	0	1	5
- Drinking Water	0	0	0	0
- Soil	0	0	0	0
- XRF	0	0	1	5
- Dust Wipes	0	0	2	6
- Other	0	0	0	1

Summary of Open BOH Enforcement Actions:

Date of BOH Action	Facility	Owner/ Operator	Basis for Action	Penalty Assessed	Next BOH Order Deadline	Status
1/22/19	CU – Klarman Hall Café	Cornell University	Food Service Establishment – Repeat Critical Violations	\$400	Payment due 3/15/19.	Monitoring Compliance
12/04/18	Finger Lakes GrassRoots Festival	Finger Lakes GrassRoots Festival Org.	Mass Gathering, Campground, Public Water Systems Violations	\$2,500 (paid)	Submit initial Mass Gathering Application by 4/1/19.	Monitoring Compliance
12/04/18	Taste of Thai	Sadudee Pancharoen	Food Service Establishment – Violation of Board of Health Orders	\$1,500 (paid \$600)	3 rd Payment of \$300 due 3/15/19.	Monitoring Compliance
8/28/18	Ko Ko Restaurant	Sungyoon Hwang	Food Service Establishment – Violation of Board of Health Orders	\$800 (paid 9/20)	Food Safety Training due by 10/15/18	Awaiting receipt of 2 nd Serv-Safe Certificate



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

REGULAR AND ELECTRONIC MAIL

February 25, 2019

Scott Searles
Southwest Grill of New York, LLC
33 Lewis Road, Suite 108
Binghamton, NY 13905

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0050
Moe's Southwest Grill, Food Service Establishment, C-Ithaca**

Dear Scott Searles:

The Tompkins County Board of Health meeting scheduled for February 26, 2019, has been cancelled. The Board of Health will consider Draft Resolution # EH-ENF-18-0050 dated January 17, 2019, at its next scheduled meeting on **Tuesday, March 26, 2019.**

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

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Moe's Southwest Grill\Rescheduled Meeting Notice.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, 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



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

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Fx: (607) 274-6695

CERTIFIED, REGULAR, & ELECTRONIC MAIL

January 17, 2019

Scott Searles
Southwest Grill of New York, LLC
33 Lewis Road, Suite 108
Binghamton, NY 13905

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0050
Moe's Southwest Grill, Food Service Establishment, C-Ithaca**

Dear Scott Searles:

Thank you for signing the Stipulation Agreement on January 10, 2019, for the Moe's Southwest Grill.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, February 26, 2019**. 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 (s) – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Moe's Southwest Grill\Draft Resolution 18-0050.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, TC Legislature;
TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee
Morgan; Skip Parr; Brenda Coyle
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ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

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

DRAFT RESOLUTION # EH-ENF-18-0050

**Moe's Southwest Grill
Scott Searles, Operator; Southwest Grill of NY LLC, Owner
324 Elmira Road, C-Ithaca
Ithaca, NY 14850**

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

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain potentially hazardous foods at or above 140°F during hot holding; **and**

Whereas, on October 24, 2018, the Tompkins County Health Department (TCHD) staff observed one pan of cooked rice in the hot holding over at a temperature of 122°F; **and**

Whereas, during re-inspections on November 8, 2018, and December 5, 2018, TCHD staff observed cooked chicken on the steam table at temperatures between 98°F and 127°F; **and**

Whereas, Scott Searles, Operator, signed a Stipulation Agreement with Public Health Director's Orders on January 10, 2019, agreeing that Moe's Southwest Grill 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 Southwest Grill of NY LLC., Owner, is ordered to:**

1. Pay a penalty of \$400 for these violations, due by April 15, 2019. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain potentially hazardous food at or above 140°F during hot holding; **and**
3. 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

STIPULATION AGREEMENT AND ORDERS # EH-ENF-18-0050

**Moe's Southwest Grill
Scott Searles, Operator; Southwest Grill of NY LLC, Owner
324 Elmira Road, C-Ithaca
Ithaca, NY 14850**

I, Scott Searles, as a representative for Moe's Southwest Grill, agree that on October 24, 2018, November 8, 2018, and December 5, 2018, Southwest Grill of NY LLC. was in violation of Subpart 14-1 of the New York State Sanitary Code for failure to provide and maintain potentially hazardous foods at or above 140°F during hot holding.

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

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

1. Maintain potentially hazardous food at or above 140°F during hot holding; **and**
2. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

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

Signed: Scott J. Searles Date: 1/10/19

Southwest Grill of NY LLC. is hereby ordered to comply with these Orders of the Public Health Director.

Signed: Brenda L. Ginnell-Crosby Date: 1/14/19
for Frank Kruppa
Public Health Director



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

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

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

CASE SUMMARY – FOR RESOLUTION # EH-ENF-18-0050
Moe’s Southwest Grill
Scott Searles, Operator; Southwest Grill of NY LLC, Owner
324 Elmira Road, C-Ithaca
Ithaca, NY 14850

November 2018

Date	Action
01/10/2019	Signed stipulation received by TCHD.
01/09/2019	Stipulation agreement sent to Moe’s Southwest Grill by TCHD.
12/05/2018	Re-inspection by TCHD. Violations: Product in hot holding was not kept at or above 140°F in hot holding. Product in a steam table was observed to be at 127°F.
11/08/2018	Re-inspection by TCHD. Violations: Product in hot holding was not kept at or above 140°F in hot holding. Product in a steam table was observed to be at 98-112°F.
10/24/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or above 140°F in hot holding. Product in hot holding was observed to be at 122°F. Enough hot holding equipment was not maintained so that foods were kept above 140°F. Products in a hot holding unit were observed to be at 109-122°F.
08/04/2017	Inspection by TCHD. No violations were noted.
02/04/2016	Inspection by TCHD. No violations were noted.
03/10/2015	Re-inspection by TCHD. Violations cited on 02/18/2015 were corrected. No violations were noted.
02/18/2015	Inspection by TCHD. Violations: Toxic chemicals were stored so that contamination of food could occur. Potentially hazardous food was not kept at 140°F or above during hot holding. Product in hot holding was observed to be at 110°F. An accurate thermometer was not observed to be in use to evaluate temperatures of potentially hazardous foods.
02/19/2014	Inspection by TCHD. No violations were noted.
02/07/2013	Inspection by TCHD. No violations were noted.
11/19/2007	Permit to operate issued to Southwest Grill of NY, LLC.



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

ENVIRONMENTAL HEALTH DIVISION
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Fx: (607) 274-6695

REGULAR AND ELECTRONIC MAIL

February 25, 2019

Matthew Torchia
Mix Social Dining Inc.
110 West King Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0051
Mix Social Dining, Food Service Establishment, C-Ithaca**

Dear Matthew Torchia:

The Tompkins County Board of Health meeting scheduled for February 26, 2019, has been cancelled. The Board of Health will consider Draft Resolution # EH-ENF-18-0051 dated January 31, 2019, at its next scheduled meeting on **Tuesday, March 26, 2019.**

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

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Mix Social Dining\Enforcement\Rescheduled Meeting Notice.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, 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



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

January 31, 2019

Matthew Torchia
Mix Social Dining Inc.
110 West King Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0051
Mix Social Dining, Food Service Establishment, C-Ithaca**

Dear Matthew Torchia:

Thank you for signing the Stipulation Agreement on January 24, 2019, for Mix Social Dining.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, February 26, 2019**. 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 (s) – Draft Resolution, Stipulation Agreement and Orders, Repair Receipt and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Mix Social Dining\Enforcement\Draft Resolution 18-0051.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, 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

DRAFT RESOLUTION # EH-ENF-18-0051 FOR

Mix Social Dining
Mix Social Dining Inc, Owner; Matthew Torchia, Operator
205 Old Elmira Road, C-Ithaca
Ithaca, NY 14850

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

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain enough refrigerated storage equipment so that all potentially hazardous foods are cooled properly and stored below 45°F; **and**

Whereas, on November 29, 2018, the Tompkins County Health Department (TCHD) observed approximately a quarter pound of sliced ham and two to three cups of cooked onions, noodles and other cooked proteins at temperatures between 49°F and 50°F in a refrigerated sandwich unit; **and**

Whereas, during a re-inspection on December 14, 2018, TCHD staff observed a repeat critical violation where approximately two pounds of roast beef, one pound of ham, a quarter pound of lox and various cheeses at temperatures between 50°F and 53°F in a refrigerated sandwich unit; **and**

Whereas, Shayne Johnson, representative for Mix Social Dining, signed a Stipulation Agreement with Public Health Director's Orders on January 24, 2019, agreeing that Mix Social Dining 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 Mix Social Dining Inc, Owner, is ordered to:

1. Pay a penalty of \$400 for these violations, due by April 15, 2019. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Provide and maintain an adequate amount of refrigerated storage so that Potentially Hazardous Food is cooled properly and stored below 45°F at all times; **and**
3. Provide receipt from a refrigeration specialist documenting that the sandwich unit across from the brick oven is functioning properly or provide proof of purchase of replacement refrigeration equipment that is commercial grade and meets NSF (National Sanitation Foundation) standards to the Health Department no later than January 24, 2019 (**completed**); **and**
4. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



Your Partner for a Healthy Community

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

ENVIRONMENTAL HEALTH DIVISION

Ph: (607) 274-6688

www.tompkinscountyny.gov/health/eh

Fx: (607) 274-6695

STIPULATION AGREEMENT AND ORDERS # EH-ENF-18-0051

**Mix Social Dining
Mix Social Dining Inc., Owner; Matthew Torchia, Operator
205 Old Elmira Road, C-Ithaca
Ithaca, NY 14850**

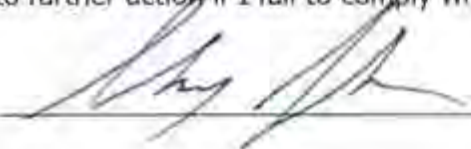
I, Matthew Torchia, as a representative for Mix Social Dining, agree that on November 29, 2018, and December 14, 2018, Mix Social Dining Inc. was in violation of Subpart 14-1 of the New York State Sanitary Code for failure to maintain enough refrigerated storage equipment so that all potentially hazardous foods are cooled properly and stored below 45°F.

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

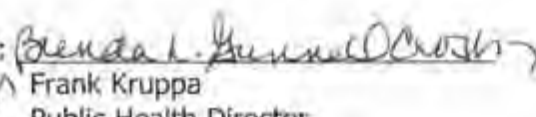
I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Provide and maintain an adequate amount of refrigerated storage so that Potentially Hazardous Food is cooled properly and stored below 45°F at all times; **and**
2. Provide receipt from a refrigeration specialist documenting that the sandwich unit across from the brick oven is functioning properly or provide proof of purchase of replacement refrigeration equipment that is commercial grade and meets NSF (National Sanitation Foundation) standards to the Health Department no later than **January 24, 2019; and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

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

Signed:  Date: 1/24/19

Mix Social Dining Inc. is hereby ordered to comply with these Orders of the Public Health Director.

Signed:  Date: 1/24/19
for Frank Kruppa
Public Health Director

Bob's Service and Sales
2016 Smith Road
Lodi, NY 14860
(607)2790822
kuda0001@gmail.com

BILL TO
Mix Social Dining
205 Elmira Road
Ithaca, NY 14850

INVOICE 3128

DATE 12/20/2018 TERMS Net 30

DUE DATE 01/19/2019

ACTIVITY	QTY	RATE	AMOUNT
Service Call On 12/1/18. Added dye and refrigerant. If unit doesn't hold temp., will go back and look for leak.	1	85.00	85.00T
Parts/Materials 134A	1	5.00	5.00T
Labor	1	45.00	45.00T
Return On 12/15/18, not holding temp. Found leak. Brazed leak and recharged.	1	0.00	0.00
Labor	1	85.00	85.00T
Parts/Materials braze	1	20.00	20.00T
Parts/Materials 134	1	5.00	5.00T

All past due accounts subject to late charge of 1.5% monthly.
Annual rate 18%. Please pay invoice and include invoice number on check.

HK

SUBTOTAL 245.00
TAX (8%) 19.60
TOTAL 264.60

TOTAL DUE \$264.60

186



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

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

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

CASE SUMMARY – FOR RESOLUTION # EH-ENF-18-0051
Mix Social Dining
Mix Social Dining Inc., Owner; Matthew Torchia, Operator
205 Old Elmira Road, C-Ithaca
Ithaca, NY 14850

January 2019

Date	Action
01/24/2019	Office conference held. TCHD staff discussed enforcement procedures with representatives from Mix Social Dining. Stipulation agreement was signed at meeting.
01/11/2019	Stipulation agreement sent by TCHD.
12/14/2018	Re-inspection by TCHD. Violations: Enough refrigerated storage was not maintained so that all potentially hazardous foods were stored below 45°F in cold holding. Products in a refrigerated storage unit were observed to be at 50-53°F.
11/29/2018	Inspection by TCHD. Violations: Enough refrigerated storage was not maintained so that all potentially hazardous foods were stored below 45°F in cold holding. Products in a refrigerated storage unit were observed to be at 49-50°F.
06/28/2018	Inspection by TCHD. No violations were noted.
12/06/2017	HACCP inspection by TCHD.
07/24/2017	Inspection by TCHD. No violations were noted.
11/17/2016	Inspection by TCHD. No violations were noted.
07/25/2016	Pre-operational inspection by TCHD. Permit to operate Mix Social Grill issued.

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

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

REGULAR AND ELECTRONIC MAIL

February 25, 2019

Don Urgo
Urigo Hotels, LP
6710 A Rockledge Dr, Suite 420
Bethesda, MD 20817

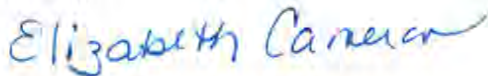
**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0052
Ithaca Marriott, Food Service Establishment, C-Ithaca**

Dear Don Urgo:

The Tompkins County Board of Health meeting scheduled for February 26, 2019, has been cancelled. The Board of Health will consider Draft Resolution # EH-ENF-18-0052 dated February 4, 2019, at its next scheduled meeting on **Tuesday, March 26, 2019.**

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

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Ithaca Marriott\Enforcement\Rescheduled Meeting Notice.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Cathy Hart, Marriott General Manager; Mike Niechwiodowicz, Ithaca Building Department; Mayor Svante Myrick; Rich John, TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Skip Parr; Brenda Coyle
scan: Signed copy to Accela



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

February 4, 2019

Don Urgo
Urgo Hotels, LP
6710 A Rockledge Dr, Suite 420
Bethesda, MD 20817

**Re: Tompkins County Board of Health Draft Resolution # # EH-ENF-18-0052
Ithaca Marriott, Food Service Establishment, C-Ithaca**

Dear Don Urgo:

Thank you for signing the Stipulation Agreement on January 29, 2019, for the Ithaca Marriott's food service operation.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, February 26, 2019**. 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 (s) – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Ithaca Marriott\Enforcement\Draft Resolution 18-0052.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Cathy Hart, Marriott General Manager; Mike Niechwadowicz, Ithaca Building Department; Mayor Svante Myrick; Rich John, TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Skip Parr; Brenda Coyle
scan: Signed copy to Accela

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

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

DRAFT RESOLUTION # EH-ENF-18-0052 FOR

**Ithaca Marriott FSE
Hotel Ithaca LLC, Owner; Uργο Hotels LP, Operator
120 S. Aurora Street, C-Ithaca
Ithaca, NY 14850**

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

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain potentially hazardous foods at or below 45°F during cold storage; **and**

Whereas, on November 14, 2018, Tompkins County Health Department (TCHD) staff observed approximately twelve ounces of goat cheese in a cooler near the dishwasher at a temperature of 54°F; **and**

Whereas, during a re-inspection on December 14, 2018, a repeat critical violation where liquid eggs and cut tomatoes in a cooler were observed by TCHD staff at temperatures of 48°F and 52°F, respectively; **and**

Whereas, Don Uργο, representative for Hotel Ithaca LLC, signed a Stipulation Agreement with Public Health Director's Orders on January 29, 2019, agreeing that Ithaca Marriott FSE 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 Hotel Ithaca LLC, Owner, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due by April 15, 2019**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain potentially hazardous food at or below 45°F during cold holding; **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



Your Partner in Health & 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

STIPULATION AGREEMENT AND ORDERS # EH-ENF-18-0052

**Ithaca Marriott FSE
Hotel Ithaca LLC, Owner; Uργο Hotels LP, Operator
120 S. Aurora Street, C-Ithaca
Ithaca, NY 14850**

I, Don Uργο, as a representative for the Ithaca Marriott, agree that on November 14, 2018, and December 14, 2018, Hotel Ithaca LLC was in violation of Subpart 14-1 of the New York State Sanitary Code for failure to maintain potentially hazardous foods at or below 45°F during cold holding.

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

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

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

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

Signed: Don Uργο Date: January 29, 2019

Hotel Ithaca LLC is hereby ordered to comply with these Orders of the Public Health Director,

Signed: Brenda L. Ginnell Crosby Date: 1/29/19
for Frank Kruppa
Public Health Director



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-18-0052

**Ithaca Marriott FSE
Hotel Ithaca, LLC., Owner; Uργο Hotels LP, Operator
120 S. Aurora Street, C-Ithaca
Ithaca, NY 14850**

January 2019

Date	Action
01/29/2019	Signed stipulation received by TCHD.
01/16/2019	Stipulation agreement sent by TCHD to Ithaca Marriott. Office Conference scheduled for 1/30/19.
12/14/2018	Re-inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F in cold holding. Products in a refrigerated storage unit were observed to be at 48°F and 50°F.
11/14/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F in cold holding. Product in a refrigerated storage unit was observed to be at 54°F.
08/10/2018	Re-inspection by TCHD. Violations cited on 6/26/2018 were corrected. No violations were noted.
06/26/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F in cold holding. Product in cold holding was observed to be at 48-51°F.
11/07/2017	Inspection by TCHD. No violations were noted.
06/28/2017	Inspection by TCHD. No violations were noted.
12/27/2016	Inspection by TCHD. No violations were noted.
11/30/2016	Pre-operational inspection by TCHD. Permit to operate Ithaca Marriott FSE issued.

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

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

REGULAR AND ELECTRONIC MAIL

February 25, 2019

Geoffrey Tyrrell
Fat Jack's BBQ
344 Elmira Road
Ithaca, NY 14850


**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0002
Fat Jack's BBQ, Food Service Establishment, C-Ithaca**

Dear Geoffrey Tyrrell:

The Tompkins County Board of Health meeting scheduled for February 26, 2019, has been cancelled. The Board of Health will consider Draft Resolution # EH-ENF-19-0002 dated February 4, 2019, at its next scheduled meeting on **Tuesday, March 26, 2019.**

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

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Fat Jack's BBQ\Enforcement\Rescheduled Meeting Notice.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, 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



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

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

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

CERTIFIED, REGULAR, & ELECTRONIC MAIL

February 4, 2019

Geoffrey Tyrrell
Fat Jack's BBQ
344 Elmira Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0002
Fat Jack's BBQ, Food Service Establishment, C-Ithaca**

Dear Geoffrey Tyrrell:

Thank you for signing the Stipulation Agreement on January 22, 2019, for Fat Jack's BBQ.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, February 26, 2019**. 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 (s) – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Fat Jack's BBQ\Enforcement\Draft Resolution 19-0002.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, TC Legislature;
TCHD; Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee
Morgan; Skip Parr; Brenda Coyle
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ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

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

DRAFT RESOLUTION # EH-ENF-19-0002 FOR

Fat Jack's BBQ
Geoffrey Tyrrell, Owner/Operator
344 Elmira Road
Ithaca, NY 14850

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 permit issued by the permit-issuing official to operate a Food Service Establishment; **and**

Whereas, on the day of permit expiration, December 31, 2018, Fat Jack's BBQ submitted the application renewal forms, disability insurance form and required fees but did not provide the required workers' compensation insurance form. It was indicated that the missing form would be provided by their insurance provider later in the day; **and**

Whereas, on January 2, 2019, after advising Fat Jack's BBQ that the workers' compensation form was not received, Tompkins County Health Department (TCHD) staff observed Fat Jack's BBQ open to the public for food service without a valid permit issued by the TCHD. The missing insurance form was received later that afternoon and the permit was then issued by TCHD; **and**

Whereas, Geoffrey Tyrrell, Owner/Operator, signed a Stipulation Agreement with Public Health Director's Orders on January 22, 2019, agreeing that Fat Jack's BBQ 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 Geoffrey Tyrrell, Owner/Operator, is ordered to:

1. Pay a penalty of \$200 for these violations, **due by April 15, 2019.** (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **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.



RECEIVED
JAN 23 2019

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

STIPULATION AGREEMENT AND ORDERS # EH-ENF-19-0002

**Fat Jack's BBQ
Geoffrey Tyrrell, Owner/Operator
344 Elmira Road
Ithaca, NY 14850**

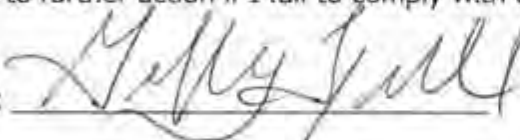
I, Geoffrey Tyrrell, as a representative for Fat Jack's BBQ, agree that on January 2, 2019, I was in violation of Subpart 14-1 of the New York State Sanitary Code for operating a food service establishment without a valid permit.

I agree to pay a penalty not to exceed \$200 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.)

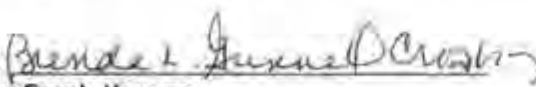
I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. 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.
2. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

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

Signed:  Date: 1/22/19

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

Signed:  Date: 1/25/19
Frank Kruppa
Public Health Director

CASE SUMMARY – FOR RESOLUTION # EH-ENF-19-0002

Fat Jack's BBQ
Geoffrey M. Tyrell, Operator
344 Elmira Road
Ithaca, NY 14850

January 2019

Date	Action
01/25/2018	Signed stipulation agreement received by TCHD.
01/17/2019	Stipulation agreement sent by TCHD to Fat Jack's BBQ. An office conference scheduled for 1/31/19.
01/02/2019	TCHD contacted Geoffrey Tyrell requesting the Workers Compensation insurance form. TCHD did not receive any documentation. The facility was then observed to be in operation on 1/2/19. The Workers Compensation insurance form was received that afternoon and a permit was issued effective 1/2/19.
12/31/2018	Permit application form, Disability Insurance form, \$50 late fee and \$400 application fee received by TCHD. Facility indicated that their Workers Compensation insurance form would be provided that day by their insurance provider. At 3:30 PM TCHD staff contacted Geoffrey Tyrell and informed him that the form had not arrived.
12/26/2018	TCHD staff spoke with Geoffrey Tyrell regarding the need to submit permit application by 12/31/18.
12/18/2018	Late notice mailed and emailed requiring completed application, permit fee and late filing fee to be submitted by 12/31/18. Notice stated that facility must remain closed until a permit is obtained.
12/18/2018	Renewal application mailed requiring renewal permit application be submitted by 12/3/18.
10/30/2018	Inspection by TCHD. No violations were noted.
08/21/2018	Re-inspection by TCHD. The violation cited on 1/9/18 was corrected. No further violations were observed.
02/06/2018	Inspection by TCHD. Violation: Potentially hazardous foods were not kept at or above 140°F in hot holding.
07/05/2017	Inspection by TCHD. No violations were observed.
01/17/2017	Inspection by TCHD. No violations were observed.
07/19/2016	Inspection by TCHD. No violations were observed.
01/29/2016	Re-inspection by TCHD. The violation cited on 01/16/2016 was corrected. No further violations were observed.
01/16/2016	Inspection by TCHD. Violation: Precooked, refrigerated potentially hazardous food was not reheated to 165°F or above within two hours.
07/30/2015	Inspection by TCHD. No violations were observed.
03/13/2015	Inspection by TCHD. No violations were observed.
11/06/2014	Inspection by TCHD. No violations were observed.
07/29/2014	Re-inspection by TCHD. The violation cited on 07/09/2014 was corrected. No further violations were observed.
07/09/2014	Inspection by TCHD: Violation: Precooked, refrigerated potentially hazardous food was not reheated to 165°F or above within two hours.
11/25/2013	Re-inspection by TCHD. The violation cited on 11/12/2013 was corrected. No further violations were observed.
11/12/2013	Inspection by TCHD: Violation: Potentially hazardous foods were not kept at or above 140°F in hot holding.
2013	Permit to operate Fat Jack's BBQ issued to Geoffrey Tyrell.



Your Partner for a Healthy Community

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

February 25, 2019

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

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0003
Casper's, Food Service Establishment, V-Groton**

Dear Kevin Griffin:

The Tompkins County Board of Health meeting scheduled for February 26, 2019, has been cancelled. The Board of Health will consider Draft Resolution # EH-ENF-19-0003 dated January 31, 2019, at its next scheduled meeting on **Tuesday, March 26, 2019.**

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

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Caspers\Enforcement\2019\Rescheduled Meeting Notice.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
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
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Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

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Fx: (607) 274-6695

CERTIFIED, REGULAR, & ELECTRONIC MAIL

January 31, 2019

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

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0003
Casper's, Food Service Establishment, V-Groton**

Dear Kevin Griffin:

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, February 26, 2019.**

On January 3, 2019, Health Department staff visited Casper's and observed the facility open to the public for food service without a valid operating permit from this office. Subpart 14-1.194 of the New York State Sanitary Code that states that operation of a food service establishment without a permit is a violation of this subpart. In addition, this is a violation of Board of Health Orders #EH-ENF-18-0009 that were adopted on April 25, 2018, requiring you to submit a complete renewal permit application at least 21 days prior to expiration of you existing permit.

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, BOH Orders #EH-ENF-18-0009, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Caspers\Enforcement\2019\Draft Resolution 19-0003.docx
ec: Tompkins County Board of Health (via; Shelley Cornisi, TCHD)
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
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DRAFT RESOLUTION # EH-ENF-19-0003 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 April 25, 2018, the Tompkins County Board of Health adopted Resolution #EH-ENF-18-0009 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 January 3, 2019, Tompkins County Health Department (TCHD) staff observed Casper's open to the public for food service without a valid permit issued by the TCHD; **and**

Whereas, on January 4, 2019, Casper's submitted the permit application along with the required fees to renew the Permit to Operate Casper's that expired on December 31, 2018, to the TCHD. The required workers' compensation insurance form was not submitted with the application but the insurance policy was verified with the insurance company by TCHD; **and**

Whereas, on January 4, 2019, the TCHD issued a short-term Permit to Operate to Kevin Griffin for Casper's with an effective date of January 4, 2019, and an expiration date of January 18, 2019, with the condition that the required insurance form must be submitted prior to the expiration date; **and**

Whereas, on January 9, 2019, Kevin Griffin submitted the required Workers' Compensation insurance form with an effective date of January 4, 2019, to the TCHD. The TCHD issued a new Permit to Operate to Kevin Griffin for Casper's with an effective date of January 9, 2019, and an expiration date of December 31, 2019; **and**

Whereas, TCHD will consider not renewing future permits to Casper's when timely submission of required information and payment are not made; **and**

Whereas, on January 3, 2019, Casper's violated these provisions of the New York State Sanitary Code and Board of Health Resolution #ENF-18-0009; **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 \$500 for these violations, **due by April 15, 2019.** (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **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.



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

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**

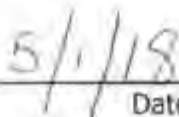
**Resolved, on recommendation of the Tompkins County Board of Health,
That Kevin Griffin, Owner/Operator, is ordered to:**

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 (Paid on April 23, 2018); **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, which ever date comes first; **and**
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.

This action was adopted by the Tompkins County Board of Health at its regular meeting on April 24, 2018.



Frank Kruppa
Public Health Director



Date

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

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

CASE SUMMARY – FOR RESOLUTION # EH-ENF-19-0003

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

January 2019

Date	Action
01/09/2018	Workers Compensation insurance form received by TCHD with an effective date of 1/04/19. New permit issued by TCHD that expires 12/31/2019.
01/04/2019	Application received by TCHD along with cash payment of \$425.00. Workers Compensation insurance form not received but insurance coverage and policy were verified by insurance company. A short-term permit was issued expiring 01/18/2019 with the condition of submitting an acceptable form for Workers Compensation insurance to the TCHD before that date.
01/03/2019	Field visit by TCHD staff. Facility was observed to be in operation without a permit. Kevin Griffin called and stated that he had closed the Diner and was finalizing insurance.
01/02/2019	Kevin Griffin contacted the TCHD and stated he would bring in with the application. Field visit by TCHD staff. Facility was not observed to be in operation.
12/31/2018	TCHD staff contacted Casper's and spoke with Kevin Griffin regarding the need to submit permit application.
12/26/2018	TCHD staff contacted Casper's and spoke with Kevin Griffin regarding the need to submit permit application.
12/18/2018	Late notice mailed by TCHD requiring completed application, permit fee and late filing fee to be submitted by December 31, 2018. Notice stated that facility must remain closed until a permit is obtained.
10/30/2018	Renewal notice sent by TCHD requiring completed application and permit fee to be submitted by December 3, 2018.
11/29/2018	Inspection by TCHD: No critical violations observed.
06/16/2018	A permit to operate effective 06/16/2018 and expiring on 12/31/2018 was issued to Kevin Griffin.
06/15/2018	Enforcement penalty of \$500.00 from ENF-18-009 paid.
04/24/2018	Resolution EH-ENF-18-009 adopted by the BOH requiring Kevin Griffin to pay a fine in the amount of \$500 due by 6/15/18 and submit future permit renewal applications to the Health Department at least 21 days before expiration of the existing permit. In addition, a revised short-term permit was issued to Kevin Griffin effective 04/24/2018 and expiring on 06/15/2018. The permit included a condition that the outstanding enforcement penalty from ENF-18-009 of \$500.00 must be paid by 06/15/2018.
04/23/2018	Outstanding fees totaling \$845.00 paid by Kevin Griffin.
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.

	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.
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.
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.
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.
11/5/2015	Permit to operate Casper's issued.



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

REGULAR AND ELECTRONIC MAIL

February 25, 2019

David Shanks
Core Life of Ithaca, LLC.
27 Central Avenue
Cortland, NY 13045

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0004
Corelife Eatery, Food Service Establishment, C-Ithaca**

Dear David Shanks:

The Tompkins County Board of Health meeting scheduled for February 26, 2019, has been cancelled. The Board of Health will consider Draft Resolution # EH-ENF-19-0004 dated February 5, 2019, at its next scheduled meeting on **Tuesday, March 26, 2019.**

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,

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

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Corelife\Enforcement\2019\Rescheduled Meeting Notice.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Clairborne, 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



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

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CERTIFIED, REGULAR, & ELECTRONIC MAIL

February 5, 2019

David Shanks
Core Life of Ithaca, LLC.
27 Central Avenue
Cortland, NY 13045

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0004
Corelife Eatery, Food Service Establishment, C-Ithaca**

Dear David Shanks:

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, February 26, 2019**. On June 26, 2018, the Tompkins County Board of Health adopted Resolution EH-ENF-18-0016 requiring you to provide an adequate amount of refrigeration storage to maintain potentially hazardous food at or above a temperature of 140°F at all times during hot holding.

On January 17, 2019, the Tompkins County Health Department observed critical violations of Subpart 14-1 of the New York State Sanitary Code where potentially hazardous foods were observed at temperatures below 140°F during hot holding and hot holding equipment was not functioning properly. This is also a violation of Board of Health Orders.

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, Resolution # EH-ENF-18-0016, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Corelife\Enforcement\2019\Draft Resolution 19-0004.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Leslyn McBean-Claiborne, 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-19-0004 FOR

**Corelife Eatery
Corelife of Ithaca LLC., David Shanks, Owner/Operator
740 South Meadow Street, C-Ithaca
Ithaca, NY 14850**

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

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain hold holding equipment to keep hot foods above a temperature of 140°F; **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain potentially hazardous foods at or above a temperature of 140°F; **and**

Whereas, on June 26, 2018, Tompkins County Board of Health Resolution #EH-ENF-18-0016 ordered Corelife of Ithaca LLC to maintain potentially hazardous food temperatures at or above 140°F at all times; **and**

Whereas, on January 17, 2019, the Tompkins County Health Department (TCHD) observed critical violations of Subpart 14-1 of the NYSSC including failure to maintain potentially hazardous foods at or above 140°F during hot holding and failure to maintain hot holding equipment to maintain hot foods above 140°F. Tofu, diced beef and diced chicken were observed at temperatures between 115°F and 130°F on prep and service lines. In addition, quinoa was observed at temperatures between 72°F and 75°F in hot holding due to equipment failure; **and**

Whereas, on January 17, 2019, Corelife of Ithaca LLC, Owner, violated these provisions of the New York State Sanitary Code and Board of Health Orders #EH-ENF-18-0016; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Corelife of Ithaca LLC, is ordered to:**

1. Pay a penalty of \$800 for these violations, **due by April 15, 2019**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain all potentially hazardous food temperatures at or above 140°F at all times during hot holding; **and**
3. Provide proof of repair of the existing steam unit at the end of the service counter nearest the wall or provide proof of purchase of replacement equipment that is commercial grade and meets NSF (National Sanitation Foundation) standards to the Health Department no later than **March 8, 2019**; **and**
4. Maintain temperatures logs in accordance with the issued waiver that allows for time to be used as a public health control; **and**
5. 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/ehd

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

RESOLUTION # 18-0016 FOR

**Corelife Eatery
Corelife of Ithaca LLC., David Shanks, Owner/Operator
740 South Meadow Street, C-Ithaca
Ithaca, NY 14850**

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

Whereas, on April 13, 2018, and April 24, 2018, the Tompkins County Health Department observed critical violations which included failure to maintain potentially hazardous foods at or above 140°F during hot holding. Various foods including cooked chicken, cooked steak, cooked tofu chili and BBQ were observed at temperatures between 100°F and 129°F on the buffet line; **and**

Whereas, David Shanks, Operator, signed a Stipulation Agreement with Public Health Director's Orders on May 25, 2018, agreeing that Corelife Eatery violated these provisions of the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Corelife of Ithaca LLC., Owner, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due by August 15, 2018; and**
2. Maintain all potentially hazardous food temperatures at or above 140°F at all times during hot holding; **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 June 26, 2018.

for Brenda L. Ginnelf Crush _____ 6/27/2018
 Frank Kruppa Date
 Public Health Director



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

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

Ph: (607) 274-6688
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CASE SUMMARY – FOR RESOLUTION # EH-ENF-19-0004

**Corelife Eatery
CoreLife of Ithaca LLC., David Shanks, Operator
740 South Meadow Street, C-Ithaca
Ithaca, NY 14850**

January 2019

Date	Action
01/17/2019	Inspection by TCHD: Violations: Potentially hazardous foods were not kept at or above 140°F in hot holding. Product in hot holding was observed to be at 115-130°F. The facility was not fulfilling the conditions of the waiver agreement, temperature log sheets were not being maintained.
09/19/2018	Re-inspection by TCHD: Violations observed during inspection of 08/20/2018 were corrected.
08/20/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or above 140°F in hot holding. Product in hot holding was observed to be at 100-118°F. The facility was not fulfilling the conditions of the waiver agreement.
06/26/2018	Tompkins County BOH adopts resolution #EH-ENF-18-0016.
05/25/2018	TCHD approves an application submitted by CoreLife Eatery for using Time as a Public Health Control. A revised Permit to Operate was issued to include the waiver.
05/16/2018	TCHD sent Stipulation Agreement to CoreLife Eatery and scheduled office conference for May 30, 2018.
04/24/2018	Re-inspection by TCHD. Violations: Enough hot holding equipment was not maintained so that foods were kept above 140°F. Product in a hot holding unit was observed to be at 129-136°F.
04/13/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept above 140°F in hot holding. Products in hot holding on the service line were observed to be at 100-129°F. Enough hot holding equipment was not maintained so that foods were kept above 140°F. Product in a hot holding unit was observed to be at 126-128°F.
07/17/2017	Re-inspection by TCHD. Violation 6A cited previously was corrected. No violations were observed.
06/07/2017	Re-inspection by TCHD. Violations: Potentially hazardous foods were not kept above 140°F in hot holding. Cooked chicken in hot holding on the service line and in a hot holding unit were observed to be at 125-130°F. All other products in the hot holding unit were observed to be above 140°F.
05/19/2017	Inspection by TCHD. Violations: Potentially hazardous foods were not kept below 45°F in cold holding. Product in cold holding was observed to be at 48-50°F. Enough hot holding equipment was not maintained so that foods were kept above 140°F in hot holding. Cooked steak in a hot holding unit was observed to be at 132°F.
04/07/2017	Preoperational inspection by TCHD. Permit to Operate issued to CoreLife of Ithaca LLC.



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

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CERTIFIED, REGULAR, & ELECTRONIC MAIL

March 14, 2019

Liang Yuan
Easy Wok Restaurant Inc.
115 Rich Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-19-0007
Easy Wok, Food Service Establishment**

Dear Liang Yuan:

Thank you for signing the Stipulation Agreement on March 8, 2019 for Easy Wok Restaurant.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, March 26, 2019**. 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 (s) – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Easy Wok\Enforcement\2019\Draft Resolution 19-0007.docx
ec: Tompkins County Board of Health (via; Brittni Griep)
Supervisor V-Lansing; Deborah Dawson, TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Skip Parr; Brenda Coyle; Shelley Cornisi
scan: Signed copy to Accela



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

DRAFT RESOLUTION # EH-ENF-19-0007 FOR

**Easy Wok Restaurant
Easy Wok Restaurant Inc, Owner; Liang Yuan, Operator
40 Catherwood Road #C12, V-Lansing
Ithaca, NY 14850**

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

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to cool potentially hazardous foods by an approved method; **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain potentially hazardous foods under refrigeration; **and**

Whereas, on November 15, 2018, the Tompkins County Health Department (TCHD) observed critical violations where potentially hazardous foods were not cooled by an approved method and where potentially hazardous foods were not stored under refrigeration; **and**

Whereas, on November 26, 2018, the TCHD sent Notice of Violation #EH-NOV-18-0085 to Liang Yuan, Operator of Easy Work, stating that future violations for failure to store potentially hazardous foods under refrigeration would result in enforcement action; **and**

Whereas, on February 8, 2019, the TCHD observed critical violations where potentially hazardous foods were not cooled by an approved method and where potentially hazardous foods were not stored under refrigeration; **and**

Whereas, Liang Yuan, Operator, signed a Stipulation Agreement with Public Health Director's Orders on March 8, 2019, agreeing that Easy Wok Restaurant violated these provisions of the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Easy Work Restaurant Inc, Owner, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due by May 15, 2019**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Cool potentially hazardous food by an approved method that will lower the temperature from 120°F to 70°F in two hours or less and from 70°F to 45°F within four hours; **and**
3. Store potentially hazardous food under refrigeration at or below 45; °F **and**
4. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



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

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STIPULATION AGREEMENT AND ORDERS # EH-ENH-19-0007

**Easy Wok Restaurant
Easy Wok Restaurant Inc, Owner; Liang Yuan, Operator
40 Catherwood Road #C12, V-Lansing
Ithaca, NY 14850**

I, Liang Yuan, as a representative for Easy Wok Restaurant Inc, agree that on November 15, 2018, and February 8, 2019, Easy Wok Restaurant was in violation of Subpart 14-1 of the New York State Sanitary Code (NYSSC) for failure to cool potentially hazardous foods by an approved method and for failure to store potentially hazardous foods under refrigeration.

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

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

1. Cool potentially hazardous food by an approved method that will lower the temperature from 120°F to 70°F in two hours or less and from 70°F to 45°F within four hours; **and**
2. Store potentially hazardous food under refrigeration at or below 45; °F **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

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

Signed: Yuan Liang Date: 3/8/19

Easy Wok Restaurant Inc is hereby ordered to comply with these Orders of the Public Health Director.

Signed: Brenda L. Gunnell-Crusher Date: 3/11/19
for Frank Kruppa
Public Health Director



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

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CASE SUMMARY – FOR RESOLUTION # EH-ENF-19-0007

Easy Wok Restaurant
Easy Wok Restaurant Inc, Owner; Liang Yuan, Operator
40 Catherwood Road #C12, V-Lansing
Ithaca, NY 14850

March 2019

Date	Action
03/08/2019	Operator of Easy Wok came to TCHD. Stipulation agreement was discussed and signed by operator.
02/27/2019	Stipulation agreement sent by TCHD to Easy Wok. Office Conference scheduled for 3/15/19.
02/08/2019	Inspection by TCHD. Violations: See attached inspection report.
12/07/2018	Re-inspection by TCHD. Violations cited on 11/26/2018 were corrected.
11/26/2018	Attached Notice of Violation, EH-NOV-18-0085, issued by TCHD.
11/15/2018	Inspection by TCHD. Violations: See attached inspection report.
04/09/2018	Inspection by TCHD. Violations cited on 02/28/2018 were corrected. No further critical violations were observed.
02/28/2018	Field Visit by TCHD to investigate a complaint regarding cockroaches. Violations: Potentially hazardous foods were not cooled by an approved method. Product cooling in two areas of the kitchen were observed to be at 97-99°F and 99°F. Potentially hazardous foods were not stored under refrigeration. Products in the kitchen were observed to be at 66-68°F.
12/20/2017	Re-inspection by TCHD: Violations observed on 12/08/2017 were corrected.
12/08/2017	Inspection by TCHD. Violations: Potentially hazardous foods were not stored under refrigeration. Products in the kitchen were observed to be at 62°F and 68°F. Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 122°F.
05/09/2017	Re-inspection by TCHD: Violations observed on 04/19/2017 were corrected.
04/19/2017	Inspection by TCHD. Violations: Food on premises was adulterated. Toxic chemicals were improperly stored. Potentially hazardous foods were not cooled by an approved method. Product cooling in a bin under the oven was observed to be at 105°F. Potentially hazardous foods were not stored under refrigeration. Products on a cart by the fryer were observed at 85°F, 51-53°F, and 51-53°F.
11/10/2016	Re-inspection by TCHD: Violations observed on 10/13/2016 were corrected.
10/13/2016	Inspection by TCHD. Violations: An accurate thermometer was not available to evaluate the temperatures of potentially hazardous foods. 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 53°F. Potentially hazardous foods were not cooled by an approved method. Product cooling on a surface in the kitchen was observed to be at 72°F. Potentially hazardous foods were not stored under refrigeration. Products on a counter were observed at 57°F, 69°F and 64°F. Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 120-133°F.
09/02/2016	Permit to Operate issued to Easy Wok Restaurant Inc.

Inclusion Through Diversity

TOMPKINS COUNTY HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
55 BROWN ROAD
Ithaca, NY 14850-0000
(607) 274-6688
TCEH@tom-pkins-co.org

Food Service Establishment Inspection Summary Report

Operation: EASY WOK (ID: 944117)
Facility Name: EASY WOK
Facility Code: 54-AB96 Facility Email: feng272@gmail.com
Facility Address: 40 Catherwood #c-12 Road, Ithaca, NY 14850

To the Attention of:

Liang Yuan
EASY WOK RESTAURANT INC
115 Rich Rd
Ithaca, NY 14850
Email: feng272@gmail.com

Inspection

Date: February 8, 2019 01:06 PM
Inspector: Clayton Maybee (cmaybee@tom-pkins-co.org)
Responsible Person: Cathy Liang

Summary

Number of Public Health Hazards Found: 2
Number of Public Health Hazards NOT Corrected: 0
Number of Other Violations Found: 4

Reinspection is Required

Each item found in violation is reported below along with the code requirement.

IMPROPER COOLING AND REFRIGERATED STORAGE OF POTENTIALLY HAZARDOUS FOODS.

ITEM # 5B WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

Part or parts of the item were observed to be in violation which were corrected at the time of inspection.

Code Requirements: Potentially hazardous foods are not cooled by an approved method where the food temperature can be reduced from 120°F to 70°F or less within two hours and 70°F to 45°F within four hours.

Inspector Findings: Observed approximately 10 pounds cooked chicken in a tub in a tray under the oven at 89 degrees F. The chicken was cooked approximately one hour prior to the inspection and was placed in the walk-in cooler for rapid chilling.

Action: Cool potentially hazardous cooked food by an approved method that will lower the temperature from 120 degrees F to 70 degrees F in two hours or less and to 45 degrees F or less in an additional four hours.

IMPROPER COOLING AND REFRIGERATED STORAGE OF POTENTIALLY HAZARDOUS FOODS.

ITEM # 5C WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

Part or parts of the item were observed to be in violation which were corrected at the time of inspection.

Code Requirements: Potentially hazardous foods are not stored under refrigeration except during necessary preparation or approved precooling procedures (room temperature storage).

Inspector Findings: Observed approximately five pounds cooked rice on the cart by the pass through window at 82 degrees F. The rice was out approximately one hour and was moved to the walk-in cooler for rapid chilling.

Action: Keep potentially hazardous foods at or below 45 degrees F.

IMPROPER CLEANING, WASHING AND SANITIZING OF EQUIPMENT AND UTENSILS.

ITEM #11D WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Non food contact surfaces of equipment not clean

Inspector Findings: Observed a build-up of grease and soiled cardboard through-out the kitchen.

Action: Clean daily and dispose of cardboard.

IMPROPER SANITARY FACILITIES AND CONTROLS.

ITEM #12E WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Handwashing facilities inaccessible, improperly located, dirty, in disrepair, improper fixtures, soap, and single service towels or hand drying devices missing

Inspector Findings: Handwash sink in kitchen blocked at the beginning of inspection.

Action: Handwash sink should be accessible while staff are working in the kitchen.

INADEQUATE INSECT/RODENT CONTROL

ITEM #14A WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Insects, rodents present

Inspector Findings: Observed both live and dead cockroaches at several locations in the kitchen.

Action: Use approved cleaning and pest control practices.

INADEQUATE INSECT/RODENT CONTROL

ITEM #14C WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Pesticide application not supervised by a certified applicator

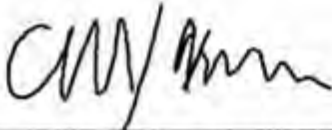
Inspector Findings: Spraying of pesticides conducted by restaurant personnel.

Action: Use of pesticides should only be conducted by a certified applicator.

Additional Information Collected During Inspection

Comments: Two Part I Critical Item Violations 5B and 5C
Four Part II Blue Item Violations 11D, 12E 14A, and 14C

Re-inspection Required



Inspector: Clayton Maybee (cmaybee@tom-pkins-co.org)



Received by: Cathy Liang



Your Partner for a Healthy Community

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

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

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

November 26, 2018

Liang Yuan
Easy Wok Restaurant Inc.
115 Rich Road
Ithaca, NY 14850

**RE: Notice of Violation
EH-NOV-18-0085 – Easy Wok, V-Lansing**

Dear Liang Yuan:

On October 13, 2016, April 19, 2017, December 8, 2017, February 28, 2018 and November 15, 2018, Tompkins County Health Department staff inspected Easy Wok Restaurant and cited violations for failure to keep potentially hazardous foods under refrigeration. On October 13, 2016, April 19, 2017, February 28, 2018 and November 15, 2018 Easy Wok was also cited violations for failure to properly cool potentially hazardous foods.

As a result of these repetitive violations, Easy Wok is hereby notified that any future temperature violations related to failure to keep potentially hazardous foods under refrigeration or failure to properly cool potentially hazardous foods will result in enforcement action against you.

Please contact me at 607-274-6688 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Kristee Morgan". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kristee Morgan
Senior Public Health Sanitarian

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Easy Wok\Enforcement\NOV.docx
ec: TCHD: Liz Cameron, PE, Director of Environmental Health; Skip Parr
Scan: Signed copy to Accela

TOMPKINS COUNTY HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
55 BROWN ROAD
Ithaca, NY 14850-0000
(607) 274-6688
TCEH@tom-pkins-co.org

Food Service Establishment Inspection Summary Report

Operation: EASY WOK (ID: 944117)
Facility Name: EASY WOK
Facility Code: 54-AB96 Facility Email: feng272@gmail.com
Facility Address: 40 Catherwood #c-12 Road, Ithaca, NY 14850

To the Attention of:

Liang Yuan
EASY WOK RESTAURANT INC
115 Rich Rd
Ithaca, NY 14850
Email: feng272@gmail.com

Inspection

Date: November 15, 2018 01:00 PM
Inspector: Clayton Maybee (cmaybee@tom-pkins-co.org)
Responsible Person: Cathy Liang

Summary

Number of Public Health Hazards Found: 2
Number of Public Health Hazards NOT Corrected: 0
Number of Other Violations Found: 3

Reinspection is Required

Each item found in violation is reported below along with the code requirement.

IMPROPER COOLING AND REFRIGERATED STORAGE OF POTENTIALLY HAZARDOUS FOODS.

ITEM # 5B WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

Part or parts of the item were observed to be in violation which were corrected at the time of inspection.

Code Requirements: Potentially hazardous foods are not cooled by an approved method where the food temperature can be reduced from 120°F to 70°F or less within two hours and 70°F to 45°F within four hours.

Inspector Findings: Observed several tubs containing approximately 30 to 40 pounds of fried chicken on a table in the back room at 68-98 degrees F. Staff indicated that the chicken had been cooked less than two hours prior to the inspection. The chicken was moved to the walk-in cooler for rapid chilling, during the inspection.

Action: Cool food by an approved method that can reduce temperatures from 120 degrees F to 70 degrees in two hours or less and to 45 degrees or less in another four hours

IMPROPER COOLING AND REFRIGERATED STORAGE OF POTENTIALLY HAZARDOUS FOODS.

ITEM # 5C WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

Part or parts of the item were observed to be in violation which were corrected at the time of inspection.

Code Requirements: Potentially hazardous foods are not stored under refrigeration except during necessary preparation or approved precooling procedures (room temperature storage).

Inspector Findings: Observed approximately two quarts of a cooked rice dish in a container in the kitchen at 113 degrees F by the hand sink. The food had been for a staff meal and the heat was turned off. The rice was discarded during the inspection.

Action: Either discard, refrigerate at 45 degrees F or colder, or hot hold at 140 degrees or greater all potentially hazardous foods.

IMPROPER CLEANING, WASHING AND SANITIZING OF EQUIPMENT AND UTENSILS.

ITEM #11D WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Non food contact surfaces of equipment not clean

Inspector Findings: Observed a build-up of grease, food debris and greasy cardboard on shelves, coolers, and tables.

Action: Clean daily to remove food debris.

IMPROPER SANITARY FACILITIES AND CONTROLS.

ITEM #12E WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Handwashing facilities inaccessible, improperly located, dirty, in disrepair, improper fixtures, soap, and single service towels or hand drying devices missing

Inspector Findings: Handsink was blocked and not accessible in the kitchen.

Action: Handsink should be accessible and have soap and paper towels.

IMPROPER CONSTRUCTION AND MAINTENANCE OF PHYSICAL FACILITIES.

ITEM #15A WAS FOUND IN VIOLATION 1 TIME(S).

All or parts of the item are violations.

Code Requirements: Floors, walls, ceilings, not smooth, properly constructed, in disrepair, dirty surfaces

Inspector Findings: Floors, walls, ceiling, and mop sink soiled and covered with food debris.

Action: Clean and sanitize daily.

Additional Information Collected During Inspection

Comments: Two Part I Critical Item Violations 5B and 5C
Three Part Blue Item Violations 11D, 12E, and 15A

Re-inspection Required

Note: Chicken, pork, and tofu in the top of the prep cooler was 47 degrees F. Potentially hazardous food must be 45 degrees F and colder, while under refrigeration.

CM/RTB

Inspector: Clayton Maybee (cmaybee@tompkins-co.org)

Cathy Liang

Received by: Cathy Liang



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: February 1, 2019
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health

Subject: TCHD Discretion to Waive OWTS Replacement Fees

An Onsite Wastewater Treatment System (OWTS) permit is issued for 2 years and can usually be renewed for another two years. The Environmental Health Division assesses an \$80 fee to re-issue the permit. A situation that is occasionally encountered by the OWTS Program is a request to renew an OWTS permit shortly after it has expired. Since the Tompkins County Sanitary Code (TCSC) only allows renewal of a permit once for 2 years if the renewal is requested before the permit expires, this circumstance technically requires the applicant to reapply for a permit and pay the full permitting fee. We are requesting a general waiver from the TCSC to have the discretion to allow for the renewal of a permit when the request is received up to one month after the original permit expiration date. Renewal would require payment of the renewal fee.

The Environmental Health Division would also like to be able to waive the renewal fee, at our discretion, in cases where the applicant wants to extend the permit for a maximum of one month. The most common situation where this is encountered is where an OWTS is under construction when the permit actually expires. Sometimes we are not aware that a system is being constructed with an expired permit until we are called for the final inspection. We would waive the fee but only extend the permit for up to a month, not the full two-year renewal period.

We request the Board's approval for TCHD discretion in these two situations. Thank you for your consideration of this request.

Attachment: 2019 fee schedule
F:\EH\SEWAGE (SSW)\Procedures (SSW-1P)\BOH request for discretion - 1 month permit extensions.docx



ENVIRONMENTAL HEALTH DIVISION

55 Brown Road, Ithaca, NY 14850

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

On-line Services - <https://permits.tompkins-co.org/CitizenAccess/>

Draft for BOH Review February 2019

Effective January 1, 2019

Table 1 - 2019 Proposed Environmental Health Fee Schedule

2018 OPERATING PERMIT, PLAN REVIEW, AND OTHER FEES	
<p>Agricultural Fairground Operating Permit \$400 <input type="checkbox"/></p> <p>Campground Operating Permit \$140 plus \$2.25 per unit/site</p> <p>Campground Plan Review \$200 <input type="checkbox"/></p> <p>Children's Camp Operating Permit \$200 <input type="checkbox"/></p> <p>Mass Gathering Operating Permit* <i>(New Event Per day)</i> \$4,100 <input type="checkbox"/></p> <p>Mass Gathering Operating Permit* <i>(Existing Event)</i> \$1,650 <input type="checkbox"/></p> <p><i>(*Plus \$80 per staff/hr for incident response, if needed)</i></p> <p>Mass Gathering Plan Review <i>(New Event)</i> \$6,100 <input type="checkbox"/></p> <p>Mass Gathering Plan Review <i>(Existing Event)</i> \$2,250 <input type="checkbox"/></p> <p>Mobile Home Park Operating Permit \$150 plus \$3.50 per unit/lot</p> <p>Mobile Home Park Plan Review \$460 plus \$30 per unit/lot</p> <p>Recreational Aquatic Facility Operating Permit</p> <p>Swimming Pool/Bathing Beach \$335 <input type="checkbox"/></p> <p>Slide and Wave Pool/Spray Park/Other Aquatic Facility \$360 <input type="checkbox"/></p> <p>Recreational Aquatic Facility Plan Review</p> <p>Swimming Pool/Bathing Beach/Other Aquatic Facility Up to 5,000 square feet \$360 <input type="checkbox"/></p> <p>Slide and Wave Pool/Spray Park/Other Aquatic Facility Over 5,000 square feet \$770 <input type="checkbox"/></p> <p>Temporary Residence Operating Permit \$150 plus \$3.50 per unit/site</p>	<p>Food Service Establishment Operating Permit</p> <p>High Risk \$430 <input type="checkbox"/></p> <p>Medium Risk \$375 <input type="checkbox"/></p> <p>Low Risk \$235 <input type="checkbox"/></p> <p>Additional Mobile Unit \$85 <input type="checkbox"/></p> <p>Food Service Establishment Plan Review</p> <p>High & Medium Risk \$210 <input type="checkbox"/></p> <p>Low Risk \$150 <input type="checkbox"/></p> <p>Push Cart \$100 <input type="checkbox"/></p> <p>Temporary Food Service Establishment - Simple Menu</p> <p>1 Day Event \$65 <input type="checkbox"/></p> <p>Multiple Events; Consecutive or Non-Consecutive Days \$100 <input type="checkbox"/></p> <p><i>(up to 8 days in 120 days)</i></p> <p>Temporary Food Service Establishment - Complex Menu</p> <p>1 Day or Multiple Days; Single Event \$150 <input type="checkbox"/></p> <p>Late Application - Received less than 2 weeks before event \$25 <input type="checkbox"/></p> <p>Additional Expedited Permit Processing Fee - 3 days or less \$25 <input type="checkbox"/></p>
OTHER FEES	
<p>Late Application/Water Fee <i>(May be waived at TCHD discretion)</i> \$50 <input type="checkbox"/></p> <p>Additional Expedited Permit Processing Fee - 3 days or less \$50 <input type="checkbox"/></p> <p>Duplicate Rabies Certificate <i>(multiple certificates per occurrence)</i> \$10 <input type="checkbox"/></p> <p>Waiver/Variance Request <i>(Requiring Board of Health Action)</i> \$75 <input type="checkbox"/></p> <p>Waiver from NYS Appendix 75-A (OWTS) \$75 <input type="checkbox"/></p> <p><i>(Unless due to TCHD referral)</i></p> <p>Copies <i>(Cost per page)</i> \$0.25 <input type="checkbox"/></p> <p>Electronic copies of oversized files <i>(up to 10 pages)</i> \$20 <input type="checkbox"/></p> <p>Each additional 10 pages \$10 <input type="checkbox"/></p> <p>Sanitary Codes \$1.00 <input type="checkbox"/></p> <p>Refund Request <i>(within 6 months of receipt)</i> \$25 <input type="checkbox"/></p> <p>Environmental Impact Statement Review <input type="checkbox"/></p> <p><i>(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)</i></p>	
<p>TOTAL FEES - PAGE 1 _____</p> <p>TOTAL FEES - PAGE 2 _____</p> <p>TOTAL FEES DUE - PAGE 1 & 2 _____</p>	

Preparer/Date: _____
pc: Support Staff

Notes:

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



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Table 1 - 2019 Proposed Environmental Health Fee Schedule

2018 WATER SYSTEM OPERATING, ON-SITE WASTEWATER TREATMENT, AND DEVELOPMENT FEES

On-Site Wastewater Treatment System Construction Permit

New Construction/Conversion	\$425	<input type="checkbox"/>
w/ Engineer Plans; no Site Evaluation	\$325	<input type="checkbox"/>
Replacement System	\$335	<input type="checkbox"/>
w/ Engineer Plans; no Site Evaluation	\$235	<input type="checkbox"/>
Septic Tank/Pump Chamber Replacement	\$105	<input type="checkbox"/>
*Holding Tank Permit Renewal	\$50	<input type="checkbox"/>

OWTS Permit/Application Renewal or Transfer

*Permit Renewal (may be renewed 1x prior to expiration)	\$80	<input type="checkbox"/>
Permit Transfer (prior to expiration)	\$80	<input type="checkbox"/>
Application Renewal (may be renewed 1x prior to expiration)	\$80	<input type="checkbox"/>
Application Transfer (prior to expiration)	\$80	<input type="checkbox"/>

On-Site Wastewater Treatment System Plan Review

by Design Professional

0 – 499 gpd design rate	\$210	<input type="checkbox"/>
500 – 999 gpd design rate	\$260	<input type="checkbox"/>
1,000 – 1,999 gpd design rate	\$375	<input type="checkbox"/>
2,000+ gpd design rate	\$600	<input type="checkbox"/>
Holding Tank Plan Review & Initial Permit	\$160	<input type="checkbox"/>

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

< 5,000'	\$150	<input type="checkbox"/>
> 5,000'	\$250	<input type="checkbox"/>

Preliminary Development Review (where soil testing is required)

\$400
(Preliminary Development fees are applied to the Realty Subdivision fee upon full plan submittal when submitted within 12 months)

Realty Subdivision Development Review

Plus \$12.50 per lot NYS filing fee	\$800	<input type="checkbox"/>
Add \$35 per lot with individual water		<input type="checkbox"/>
Add \$55 per lot with individual sewage		<input type="checkbox"/>
<i>(Subtract Preliminary Development fees paid)</i>	-	<input type="checkbox"/>

Realty Subdivision Approval Renewal

\$200

Other Engineering Review (May be waived at TCHD discretion)

\$160

TOTAL FEES - PAGE 2

Preparer/Date: _____

pc: Support Staff

Water System Operating Fee

Community Water System (with sources)

Groundwater System	\$200	<input type="checkbox"/>
Surface Water System	\$1,800	<input type="checkbox"/>

Non-Community Water System (with sources)

Bottled/Bulk Haulers, Ice Plants \$360

Water System Construction Permit and Plan Review

Community Water System (Part 5, NYSSC) \$450

Non-Community Public Water System \$210

Distribution Water Main - 6" or larger

< 5,000'	\$300	<input type="checkbox"/>
> 5,000'	\$400	<input type="checkbox"/>

Cross-Connection Control

\$160 plus \$50/device

Water Storage Tank > 500,000 gal

\$230

Other Water System Modification

\$160

(May be waived at TCHD discretion)

OTHER FEES

Late Application/Water Fee (May be waived at TCHD discretion)	\$50	<input type="checkbox"/>
Additional Expedited Permit Processing Fee - 3 days or less	\$50	<input type="checkbox"/>
Duplicate Rabies Certificate (multiple certificates per occurrence)	\$10	<input type="checkbox"/>
Waiver/Variance Request (Requiring Board of Health Action)	\$75	<input type="checkbox"/>
Waiver from NYS Appendix 75-A (OWTS)	\$75	<input type="checkbox"/>
<i>(Unless due to TCHD referral)</i>		
Copies (Cost per page)	\$0.25	<input type="checkbox"/>
Electronic copies of oversized files (up to 10 pages)	\$20	<input type="checkbox"/>
Each additional 10 pages	\$10	<input type="checkbox"/>
Sanitary Codes	\$1.00	<input type="checkbox"/>
Refund Request (within 6 months of receipt)	\$25	<input type="checkbox"/>
Environmental Impact Statement Review		<input type="checkbox"/>
<i>(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)</i>		

Notes:

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

*Some renewal fees may be waived at TCHD discretion.