

**AGENDA
Tompkins County Board of Health
Zoom Meeting
Tuesday, May 26, 2020
12:00 Noon**

Live Stream at Tompkins County YouTube Channel:
<https://www.youtube.com/channel/UCkpJNVbpLLbEbhoDbTIEgSQ>

- 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 February 25, 2020 Minutes (2 mins.)
- 12:06** IV. Financial Summary (9 mins.)
- 12:15** V. Reports (15 mins.)
- | | |
|-------------------------------|----------------------------------|
| Administration | Children with Special Care Needs |
| Health Promotion Program | County Attorney’s Report |
| Medical Director’s Report | Environmental Health |
| Division for Community Health | CSB Report |
- 12:30** VI. New Business
- 12:30** ***Environmental Health*** (10 mins.)
Administrative Action:
1. Review of Proposed 2021 Environmental Health Division Fees (10 mins)
- 12:40** ***Environmental Health*** (25 mins)
Enforcement Actions:
1. Revised Resolution #EH-ENF-20-0006 – Easy Wok, V-Lansing, Violations of BOH Orders #EH-ENF-19-0007 and Subpart 14-1 of New York State Sanitary Code (Food) (5 mins.)
 2. Resolution #EH-ENF-20-0008 – Jim’s Mobile Home Park, T-Newfield, Violations of Subpart 5-1 of New York State Sanitary Code (Water) (5 mins.)
 3. Resolution #EH-ENF-20-0009 – Brew 22 Coffee and Espresso, T-Dryden, Violations of Subpart 5-1 of New York State Sanitary Code (Water) (5 mins.)

4. Resolution #EH-ENF-20-0011 – John Joseph Inn, T-Lansing, Violations of Subpart 5-1 of New York State Sanitary Code (Water) (5 mins.)
5. Resolution #EH-ENF-20-0013 – Country Inn and Suites Main Pool and Spa Pool, T-Ithaca, Violations of Subpart 6-1 of New York State Sanitary Code (Pools) (5 mins.)

1:05 ***Administration*** (15 mins.)

1. COVID-19 Update

1:20 ***Adjournment***

MINUTES
Tompkins County Board of Health
February 25, 2020
12:00 Noon
Rice Conference Room

Present: Shawna Black; Melissa Dhundale, MD; Susan Merkel; Janet Morgan, Ph.D.; and Christina Moylan, Ph.D., President

Staff: Karen Bishop, Director of Community Health; Brenda Grinnell Crosby, Public Health Administrator; Samantha Hillson, Director of Health Promotion Program; William Klepack, MD, Medical Director; Frank Kruppa, Public Health Director; Skip Parr, Senior Public Health Sanitarian; Deb Thomas, Director of Children with Special Care Needs; Jonathan Wood, County Attorney; Shelley Comisi, Administrative Assistant; and Karan Palazzo, Administrative Assistant

Excused: Liz Cameron, Director of Environmental Health; David Evelyn, MD, MPH, Board of Health Member; and Edward Koppel, MD, Board of Health Member

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 January 28, 2020 Minutes: Ms. Black moved to approve the minutes of the January 28, 2020 meeting as written; seconded by Ms. Merkel. The motion carried unanimously.

Financial Summary: Ms. Grinnell Crosby referenced the 2019/13th Period financial summary included in the packet. The 2019 books remain open as Finance continues to work with ITS on the splitting of the final payroll. The fourth quarter state aid claim is filed. Staff is working on the 2020 state aid application.

Administration Report – Coronavirus Update: Mr. Kruppa reported:

- At the end of January, the Federal Government issued a public health emergency declaration that resulted in changes on how to respond to travelers from around the world. The first phase dealt with symptomatic individuals (persons under investigation) with a travel history to the Hubei province in China within the last fourteen days. Some of those individuals were connected to Cornell University. Fortunately, none of the Cornell individuals tested positive and have been released from isolation. Cornell has partnered with the Health Department on how messaging/information is exchanged, reviewed and coordinated.
- The next phase centered around the need to quarantine individuals traveling from China to the United States. The White House Task Force implemented travel

restrictions that required anyone who traveled from the Hubei Province within the last fourteen days to be quarantined at their point of entry and not allowed to travel to their final destination. Anyone who had been in mainland China in the last fourteen days could travel to their final destination and then be quarantined.

- Tompkins County has had a steady flow of two or three individuals everyday being reported to our staff but many of them were outside the travel window and did not have to be quarantined; a few had to be quarantined. When possible, individuals are quarantined in their own house. If not, the County is required to find a location that is not public.
- Currently there are additional countries that have clusters so there may be additional requirements and restrictions related to those other countries. As this situation continues to evolve, there will be adjustments to the protocols.
- Mr. Kruppa complimented Health Department staff for working to keep all informed.

Question from Dr. Moylan about planning for the potential flux in this community with its college student population should the situation worsen:

- Mr. Kruppa responded there will be new concerns for the Health Department to consider as these clusters evolve.

Question from Ms. Merkel regarding the source of guidance to local health departments:

- Mr. Kruppa responded the New York State Department of Health (NYSDOH) is in continuous communication with the Centers for Disease Control and Prevention (CDC). Most of the guidance is from the CDC but NYSDOH has also issued supplemental guidance. The CDC holds regular conference calls to keep all informed and has issued written guidance on its website.

Question from Ms. Black regarding flu reporting variances:

- Mr. Kruppa responded most flu goes unreported. Our reporting comes from sentinel physicians (physicians identified in each community around the state by NYSDOH) who test everyone. Those test results show how the flu is evolving over the course of a season and whether it is widespread.

Administration Report – Additional Updates: Mr. Kruppa announced:

- Strategic Planning: The process toward integration is underway with the formation of two groups. One is a staff group with representation from the Public Health and Mental Health departments. They will be doing most of the work of generating ideas and bringing a plan together. The other group is an Advisory Board consisting of BOH members, CSB members and Ms. Black from the Legislature. The Advisory Board will have monthly meetings with the consultants to give input into the process. An additional BOH member is needed to serve with this group. Dr. Morgan, Dr. Koppel and Ms. Merkel are among the members who have volunteered. Information will be forthcoming.
- Board of Health Vacancy: The nominating committee interviewed applicants and made their recommendations. The names of those individuals have gone to Mayor Svante Myrick for his review.

Health Promotion Program Report: Ms. Hillson reported:

- The Community Health Improvement Plan is available on the web site: www.tompkinscountyny.gov/health/cha-chip. It includes the complete reports on focus groups, surveys and interviews.

Medical Director's Report: Dr. Klepack discussed the importance of messaging during a public health crisis. Governments play a major role in the messaging; how they choose to report/talk about it and how they handle it, especially when significant measures are being implemented. Politics cannot be involved. Public Health professionals have a crucial role in providing unbiased, credible information.

Division for Community Health Report: Ms. Bishop thanked and complimented Public Health staff for spending countless hours responding to the evolving Coronavirus crisis. She also recognized the WIC division for making significant strides in decreasing the no show rates at the clinics. One WIC clerk has made it her mission to immediately follow up with clients to reschedule missed appointments.

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

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

Environmental Health Report: Mr. Parr, reporting on behalf of Ms. Cameron, had nothing to add to the written report.

Report on the Community Services Board (CSB) Meeting: Mr. Kruppa reported CSB members discussed Strategic Planning and the Priority Planning process which will occur over the next few months.

In response to a question regarding BOH attendance at CSB meetings, Mr. Kruppa thought it was a great idea. Dr. Moylan requested CSB meeting dates be emailed to BOH members. She noted integration is important and Board members should attend.

Resolution #EH-ENF-20-0003 – Maru Ramen, C-Ithaca, Violations of Subpart 14-1 of the New York State Sanitary Code: Ms. Merkel moved to accept the resolution as written; seconded by Ms. Black.

Mr. Parr explained Maru Ramen had three critical violations for hot holding. It is the facility's first time to the BOH. The recommended penalty is \$200 based on the new method for calculating penalties.

The vote to accept the resolution as written carried unanimously.

Resolution #EH-ENF-20-0004 – Comstock Adventure Center TR, T-Ulysses, Violations of Subpart 7-1 of the NYSSC (Temporary Residence): Mr. Parr reported Comstock Adventure's permit expired on December 31, 2019. He pointed out EH staff had sent out applications to the temporary residence two months prior to the expiration of the permit. Since Comstock failed to provide the required NYS workers' compensation

and disability insurance, the permit could not be reissued. Additionally, the operator did not submit the annual nitrate sample in 2019. Comstock agreed to pay the penalties for operating without a permit. The updated proof of insurance was received on February 17th so they have been issued a temporary residence permit.

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

Resolution #EH-ENF-20-0006 – Easy Wok, V-Lansing, Violations of BOH Orders #EH-ENF-19-0009 and Subpart 14-1 of the NYSSC (Food): Mr. Parr explained Easy Wok violated BOH orders in failing to maintain temperatures. He noted this is the facility's second time before the Board. The new penalty calculation was used to determine the fine of \$400. In addition, this draft resolution includes training requirements for food service workers.

Ms. Black asked if a certified exterminator goes to the premises. Mr. Parr responded EH staff has followed up on the issue. He mentioned the mall location is challenging; however, staff has not been seeing issues at the other restaurants. The difference may be in their maintenance operations.

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

Resolution #EH-ENF-20-0007 – Moe's Southwest Grill, C-Ithaca, Violations of BOH Orders #EH-ENF-18-0050 and Subpart 14-1 of the NYSSC (Food): Mr. Parr explained this is Moe's Southwest Grill's second time before the BOH for temperature violation and for how they were maintaining their equipment. The penalty is higher due to the nature of the violation.

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

Additional Topics of Discussion:

Political candidates:

- Dr. Dhundale asked whether the Board ever recommends or endorses political candidates. Dr. Moylan and Mr. Kruppa both responded that the BOH does not endorse any candidates.

Medicaid caps:

- Mr. Kruppa reported Tompkins County is concerned about the proposal to cap the State's contribution toward Medicaid expenses. Governor Cuomo has proposed to eliminate the \$6 billion budget gap at a cost of \$1.5 million to the County. Since the Public Health and Mental Health departments rely on these discretionary funds from the County, there will be some impact.

Medicaid Waiver Application for DSRIPs:

- Mr. Kruppa reported Governor Cuomo announced that the Federal Government denied the State's Medicaid waiver application to renew the Delivery System

DRAFT

Reform Incentive Payment (DSRIP) program. It will impact our health care system.

Recognition and Award:

- Mr. Kruppa reported that Ithaca College's Office of Environmental Health and Safety will be recognizing and awarding our Preparedness Coordinator Nina Saeli for her work with their public health initiatives program. The event will take place Friday, March 6th at Ithaca College.

Adjournment: At 12:51 p.m. Dr. Moylan adjourned the meeting.

Board of Health
May 26, 2020
Financial Report

2019 / 13th Period

The books for 2019 have been closed and the county auditors are working on the audit. The Health Department fared reasonably well. Unexpended funds were primarily related to unfilled positions or new employees at hire rate, vehicles (purchase and operational costs), changes in telephone service and delay in implementation of cell phones with our capital projects, mandated contractual services (TB, rabies post exposure and STI) and no use of the county ergonomic fund.

Note: The shortfall in 4010 revenues is related to the use of rollover. Rollover is allocated during the budgeting process and in order to balance the expenditure, rollover is applied on a revenue line. The actual revenue is held in a separate reserve account.

Board of Health
May 26, 2020
Financial Report

April 2020 / Month 4

The COVID-19 pandemic has impacted spending and revenues. The department will continue to monitor the impacts of the pandemic on our budget. CDC funding has been made available through HRI (\$159,943 plus \$15,000 in our Preparedness grant). It is expected we will claim all overtime salary and associated fringe against the COVID grant, in addition to some small supply orders.

Percentage of Year 100.00%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	TD	%
4010 PH ADMINISTRATION	1,514,246	1,451,670	95.87%	268,363	207,563	77.34%	1,245,883	1,244,107	99.86%
4011 EMERGING LEADERS IN PH	122,113	78,562	64.34%	122,113	122,113	100.00%		-43,551	
4012 WOMEN, INFANTS & CHILDREN	552,183	520,002	94.17%	552,183	519,771	94.13%		231	
4013 OCCUPATIONAL HLTH.& SFTY.	134,434	104,343	77.62%	0	0	0.00%	134,434	104,343	77.62%
4015 VITAL RECORDS	74,924	71,293	95.15%	108,000	109,632	101.51%	-33,076	-38,339	115.91%
4016 COMMUNITY HEALTH	1,682,724	1,455,124	86.47%	395,805	313,138	79.11%	1,286,919	1,141,986	88.74%
4018 HEALTHY NEIGHBORHOOD PROG	172,369	157,734	91.51%	172,368	158,458	91.93%	1	-724	-72,429.00%
4047 PLNG. & COORD. OF C.S.N.	1,433,845	1,295,494	90.35%	388,551	352,279	90.66%	1,045,294	943,214	90.23%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,741,425	1,691,349	97.12%	625,478	624,475	99.84%	1,115,947	1,066,874	95.60%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,276,351	1,263,051	98.96%	-1,276,351	-1,263,051	98.96%
Total Non-Mandate	7,436,263	6,825,572	91.79%	3,913,212	3,670,480	93.80%	3,523,051	3,155,092	89.56%
2960 PRESCHOOL SPECIAL EDUCATI	5,474,267	5,390,979	98.48%	3,446,258	3,448,701	100.07%	2,028,009	1,942,278	99.71%
4017 MEDICAL EXAMINER PROGRAM	245,880	245,626	99.90%	380	380	100.00%	245,500	245,246	99.90%
4054 EARLY INTERV (BIRTH-3)	655,000	561,741	85.76%	318,500	283,366	88.97%	336,500	278,375	82.73%
Total Mandate	6,375,147	6,198,346	97.23%	3,765,138	3,732,447	99.13%	2,610,009	2,465,899	94.48%
Total Public Health	13,811,410	13,023,918	94.30%	7,678,350	7,402,927	96.41%	6,133,060	5,620,991	91.65%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	62,576	60,800	2960 Preschool	3,352	-2,443
4012 WIC	32,181	32,412	4054 Early Intervention	93,259	35,134
4013 Health & Safety	30,091	0	4017 Medical Examiner	254	0
4014 Medical Examiner	0	0		<u>96,866</u>	<u>32,691</u>
4015 Vitals	3,631	-1,632			
4016 Community Health	227,600	82,667			
4018 Healthy Neighborhood	14,635	13,910			
4047 CSCN	138,351	36,272			
4048 PHCP	8,000	4,000			
4090 Environmental Health	50,076	1,003			
4095 State Aid	0	13,300			
	<u>567,140</u>	<u>242,732</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
664,006	275,423

Tompkins County Financial Report for Public Health

Percentage of Year 33.33%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	TD	%
4010 PH ADMINISTRATION	1,249,770	357,188	28.58%	133,522	13,545	10.14%	1,116,248	343,642	30.94%
4011 EMERGING LEADERS IN PH	0	16,390	0.00%	0	0	0.00%		16,390	
4012 WOMEN, INFANTS & CHILDREN	550,812	145,769	26.46%	550,812	106,252	19.29%		39,517	
4013 OCCUPATIONAL HLTH.& SFTY.	110,313	35,784	32.44%	0	0	0.00%	110,313	35,784	32.44%
4015 VITAL RECORDS	76,626	21,929	28.62%	108,000	31,163	28.85%	-31,374	-9,234	29.43%
4016 COMMUNITY HEALTH	1,610,839	422,952	26.26%	371,214	45,004	12.12%	1,239,625	377,948	32.72%
4018 HEALTHY NEIGHBORHOOD PROG	172,368	50,915	29.54%	172,368	44,729	25.95%		6,187	
4047 PLNG. & COORD. OF C.S.N.	1,427,818	425,035	29.77%	383,223	14,121	3.68%	1,044,595	410,914	41.07%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,761,351	481,286	27.32%	588,490	101,884	17.31%	1,172,861	379,402	33.00%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,269,389	0	0.00%	-1,269,389	0	
Total Non-Mandate	6,967,897	1,957,248	28.09%	3,581,018	356,698	9.96%	3,386,879	1,600,550	47.26%
2960 PRESCHOOL SPECIAL EDUCATI	5,868,647	998,502	17.01%	3,737,762	198,261	5.30%	2,130,885	800,241	37.78%
4017 MEDICAL EXAMINER PROGRAM	276,942	76,673	27.69%	0	0	0.00%	276,942	76,673	27.69%
4054 EARLY INTERV (BIRTH-3)	655,000	158,592	24.21%	318,500	0	0.00%	336,500	158,592	47.13%
Total Mandate	6,800,589	1,233,767	18.14%	4,056,262	198,261	4.89%	2,744,327	1,035,506	37.73%
Total Public Health	13,768,486	3,191,015	23.18%	7,637,280	554,959	7.27%	6,131,206	2,636,056	42.99%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	890,815	119,977	2960 Preschool	4,865,424	3,539,501
4012 WIC	380,400	444,560	4054 Early Intervention	496,408	318,500
4013 Health & Safety	74,529	0	4017 Medical Examiner	82,091	0
4014 Medical Examiner	0	0		<u>5,443,923</u>	<u>3,858,001</u>
4015 Vitals	54,697	76,837			
4016 Community Health	1,160,234	326,210			
4018 Healthy Neighborhood	121,453	127,639			
4047 CSCN	984,655	369,102			
4048 PHCP	8,000	4,000			
4090 Environmental Health	1,272,429	486,606			
4095 State Aid	0	1,269,389			
	<u>4,947,212</u>	<u>3,224,320</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
<u>10,391,135</u>	<u>7,082,321</u>

HEALTH PROMOTION PROGRAM – February, March, April 2020

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

HPP staff strive to promote health equity and address underlying determinants of health, including but not limited to, health care access, health literacy, housing quality and environmental conditions, and food insecurity. We do this through education and outreach, community partnerships, home visits, public communication and marketing, and policy change.

Highlights

- COVID-19 has been the primary focus for the past three months. A Local State of Emergency was declared on March 13, 2020. The County COVID-19 timeline can be found [here](#).
- By mid-March, normal services and programs of Health Promotion Program were temporarily suspended, including the Healthy Neighborhoods Program.
- Health Promotion staff transitioned to support the Emergency Operations Center (EOC) with communications and public information.

Community Outreach

We worked with these community groups, programs, and organizations during the month

Groups, Programs, Organizations	Activity/Purpose	Date
Health Planning Council	CHA/CHIP Community Presentation and Discussion	2/10
Rotary Club of Ithaca	CHA/CHIP Presentation and Discussion	2/19
Emergency Communications Forum	Quarterly meeting hosted by Cornell Emergency Management, with all County Public Information Officers and Law Enforcement – COVID update provided	3/10

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

- Clear Impact – met with Dave Sanders (County Admin.) discuss the functions of Clear Impact, an online performance measurement platform the County uses for Results-Based Accountability. Provided update and explored using Clean Impact to monitor the CHIP (3/4)
- Working with Health Planning Council to create a graphic representation of the CHA/CHIP – met with a graphic designer to brainstorm ideas. (2/12)

- Met with Dr. Christina Moylan to plan for CHIP communications and monitoring (2/21)

Healthy Neighborhoods Program

- On March 17, a one-year extension was granted to the Healthy Neighborhoods Program. Announcements to the RFA submitted in September 2019 are postponed due to COVID-19.
- HNP was suspended mid-March due to COVID-19
- Workplan and Budget for 2020-21 were submitted to the State at the end of April.
- Plans are underway to re-start HNP with virtual home visits as part of the Health Department's ROOP (Reconstitution of Operations Plan) in May 2020.

HNP February 2020

HEALTHY NEIGHBORHOODS PROGRAM	MONTH	YTD 2020	February 2019	TOTAL 2019*
# of Initial Home Visits (including asthma visits)	30	67	25	408
# of Revisits	13	29	10	132
# of Asthma Homes (initial)	5	14	3	55
# of Homes Approached	15	49	48	784

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

Outreach/Training

- 2/4/2020 New Tick Threats and Control Tactics
- 2/5/2020 Homeless and Housing Task Force
- 2/6/2020 Treatment Systems to Reduce Radon and Radionuclides in Your Well Water
- 2/6/2020 Health Literacy Training
- 2/13/2020 Mitigation Options for High Rise Condominiums From Concrete Emanation
- 2/20/2020 Consideration in Radon Mitigation Standards
- 2/25/2020 Presentation to Older Adult Group
- 2/27/2020 School Mitigation Design Considerations

HNP March 2020 (program suspended 3/17)

HEALTHY NEIGHBORHOODS PROGRAM	MONTH	YTD 2020	March 2019	TOTAL 2019*
# of Initial Home Visits (including asthma visits)	28	95	33	408
# of Revisits	1	30	10	132
# of Asthma Homes (initial)	3	17	4	55
# of Homes Approached	-	49	48	784

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

Tobacco Free Tompkins

- Attended Cornell's Campus Welfare Committee meetings (2/21, 3/6). The University Assembly agenda for 3/17 included a CWC resolution through which the UA would propose a tobacco free Cornell campus. Under the leadership of UA president Bob Howarth, the resolution was expected to pass the UA.
- Presented to the Ithaca College Student Government Council about tobacco-free IC campus. The SGC was considering a resolution. (3/2)
- Attended TC3 Wellness Council meeting to review planning for TC3 to become a tobacco-free campus (3/9). Initiative was tabled until the fall.
- Presented to Ithaca College class for public health research methods, as a potential community partner. (2/4)

Media, Website, Social Media

- COVID-19 press releases and website updates

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

- Check-in with Batiste Leadership: decision to postpone Strategic Planning Process until Fall 2020 because of COVID-19.
- Kresge grant extended to November 30, 2020

Training/Professional Development

- Health Literacy Training (part 2): introduction to health literacy, presented by Stacy Cangelosi of Alcohol and Drug Council. 3/5.

Medical Director's Report

Board of Health

March 2020

Coronavirus:

In my 29 years as medical director, our department has not seen such a situation as we are now faced with. I believe it safe to say that we had not been called upon in such an intensive manner for many years before I became medical director. Perhaps the last such major event were the days of mass polio vaccination in the 1950s.

Dealing with coronavirus is major enough; but, at the same time, we must carry on the usual challenges of our department. A case of hepatitis A has needed to be dealt with, a pertussis incident and cases of mumps. Along with this are the usual vaccinations, home visits, special care needs children evaluations, restaurant inspections, preparations for summer camps, pools and events such as Grassroots (with directives yet to come as to what to do about them). All this for a department that has resources that are limited by our society's tendency to ramp down public health after each crisis (9/11, SARS, WNV etc.).

Complicating our response is the "patch work quilt of health care" that we favor nationally. Wherein we create the patches to meet target needs and then stitch them together hoping there are no holes and the quilt is big enough and warm enough to cover everyone. And, of course, it doesn't and it, furthermore, does not provide for a coherent public health plan for the nation.

We started in the late 1990s with pandemic planning. The health department drew together community partners which would be key in a pandemic situation. It was a new group compared to the usual ones used for disaster preparedness because the challenge would be different. Rather, than a fire, tornado, flood, plane crash etc. that would require a few days of response, a pandemic would require months. A pandemic ran the risk of infrastructure degradation through the loss and absence of staff struck down by the very illness they were responding to. Pure water, sanitation, law enforcement and other aspects of normal life would be at risk therefore. Out of that group which met for many years came a joint understanding regarding the differences such a response would demand and the public messaging that would be required.

And out of 9/11 would come our bioterrorism/pandemic coordinator position. Thankfully, her work in conjunction with that of all our divisions has brought community partners much farther along the needed path than would be possible. Our challenge at present it to have all our partners and businesses and entities in the community update and activate their pandemic plans.

Our public health message has been clear, consistent and appropriately parsed. We have not been too reassuring nor too alarming. We have clearly stated what is needed to respond appropriately. We have communicated with the professional health care community to the best of our ability. We have remained true to our mission to identify gaps and seek to fill them in collaboration with our partners.

I don't think I have to tell you how devotedly the staff have risen to the challenge. Many of you already have expressed your awareness of this. We are at a stage right now where it is extremely important that we take care of each other. Fatigue, loss of sleep, stress, fear of making a mistake, the difficulty inherent in making decisions, exercising judgement, knowing that you don't have all the answers can lead to burnout and illness. Staff need to know its ok to take a break, to recharge. Work schedules which were fine in normal operations become too much in this high volume-demand-filled time. Shifts for working need modification to allow for a break away from the action and time for self and family. Compliments should flow freely for work well done and permission to take a break should too.

Many people have worked for years behind the scenes planning for this very event of a pandemic. We again need to recognize their work which now puts us into a much better position to respond.

We may have more work in the future than we can handle without help. Numerous professional people have communicated a desire to help if possible. Weaving volunteers into the complex work of public health is challenging but it can be done. A volunteer might not be able to work to "the top of their license" but more straightforward tasks could be undertaken to free up TCHD clerical and professional staff to do the tasks that require their special knowledge and expertise.

As of this writing, we have had our first positive test for coronavirus - our first known case. Unfortunately, it will not be the last. Our schools are closed, our higher education institutions have taken steps to limit exposures, our health care delivery system is under stress. The department is doing what we can to help practitioners get the supplies they need, to get the financial support they need from insurers both public and private to facilitate telemedicine. We are providing guidance to them regarding their operations and the protection of their staff. We are reinforcing our messages regarding proper reporting of coronavirus testing to TCHD so that we can monitor the test results and PUI most completely and effectively.

We would like to have more resources, but we are prepared to do what is needed to the extent we are able.

Social Determinants of Health

I had a pleasant meeting with the director of 2 1 1, John Mazzeo, to discuss 2 1 1 's role in transportation. Through its website and that of WAY2GO (the two entities are in close cooperation) citizens can see various travel options. If the citizen calls 2 1 1 John states that the person on the phone can do some navigation with them to work out a travel plan that would hopefully work well for them. However, the websites don't depict this explicitly.

We have put out a questionnaire to help gather anecdotes about travel. I gave a copy to John to review and we have sent it to area agencies helping children under 5 and their families and to CHS and CSCN staff. We are hoping to collect many anecdotes by the end of April. But, coronavirus here (as in so many things) will likely affect our timeline as travel is likely to go down for everyone.

Transportation ranks in the top of SDH concerns amongst citizens and agencies.

Depression and Anxiety

Social media has been a driver in the psychological health of our young people. Yet, it seems that there is little guidance given them from public health or school systems regarding it. The focus has been predominantly on

the problem of bullying. Thinking that we could do an intervention about social media's impacts and spurred by the merger of public health and mental health, I began researching the subject.

Two books were recommended to me by one of my contacts who has a long career working in our region's school system. They are "The Shallows" by Nicholas Carr, and "The Cyber Effect" by Mary Aiden, PhD. These dovetailed with my reading of the "In the Realm of Hungry Ghosts" by Gabor Mate, MD and were consistent with the research he reported and what I have heard in my professional continuing education.

Principle themes that emerge which are pertinent to social media concerns as well as our opioid usage concerns are:

1. The "plasticity" of the human brain is affected by our experiences, the demands on our brains and the tools we use (computers being one of them)
2. Long term memory is affected by the inputs we receive in real time. The more inputs per unit of time the more memory is impaired.
3. The internet and applications running on our systems (e.g. Facebook and others) are designed to distract, thus putting more inputs into our brains. Indeed, the commercialized structure of the internet has distraction as one of its predominant design features.
4. Distraction has significant implications on our ability to remember and learn
5. On a computer and in the internet, we do not behave as we would in the real world. How we exercise prudence and safety and propriety become affected.
6. On the internet we may fall into behaviors we would resist in real life.

It seems there is a role in public/mental health to be played by us in helping parents, adults and young people to become more alert to these dynamics. Generally, telling young people and adults what you think they should do is not very effective. But, there is likely an impact to be made in helping educators, parents, and grandparents be more aware of significant factors.

We will take a stab at coming out with a "white paper" on the subject.

Medical Director's Report
Board of Health
May 2020

COVID Update:

As you might guess, there is little that has been done by me in the past weeks that has not been related to SARS Cov 2. Yes, physician orders for treatments for CSCN children have been signed and policies have been looked at; but, with all of us so consumed by the COVID emergency, other areas have had to take a back seat.

Since our informational meeting of last month, we have begun a COVID LIKE ILLNESS (CLI) surveillance **system** limited to Tompkins County. It is modeled on the Influenza like surveillance system NYS uses. I have reached out to primary care practices in our county and most are participating.

In brief, we are interested in knowing how many CLI practitioners encounter each day whether by telehealth or by face to face care. These determinations are based on clinical grounds and not by testing – (testing would delay reporting and not everyone a practitioner thinks has a COVID LIKE ILLNESS will get tested). The Emergency Operations Center will use this CLI information in addition to other measurements to assess if our county is going in the right direction with “reopening”. The data will be compiled day by day and weekly updates will be shared with the EOC.

As we reopen the economic sphere some of our population should think carefully about whether they personally should “reopen”.

Some of us are over 65 and our risk is greater. We have diabetes, are taking medications that decrease our immune response or have any one of several conditions that our personal practitioner says makes us more vulnerable. We should not “reopen” at the same rate as businesses do. For some of us, we may need to wait for an effective vaccine. For others it may be when medical treatments are found that can modify the course of COVID disease. For all of us the use of face coverings, hand washing, social distancing and all the other precautions will be necessary measures for as far out as anyone can see at the present. The decision whether to reopen for individuals needs to be an individualized one.

COVID Observations:

I thought I would share some observations about those persons who have been hospitalized and those not but who had to be on isolation due to COVID positivity. These observations are as of May 14, 2020 – and are for Tompkins County residents only. The numbers are small and should not be generalized.

We have had 12 county residents hospitalized: males – 7 (58.3%); females – 5 (41.7%).

One remains in hospital, 4 remain in isolation until they become COVID swab negative or opt out of waiting to become negative. It requires quite a few days to become swab negative. The range is from 23 days to 43 days. There seems to be no correlation with age. This information is of use as we counsel individuals in isolation regarding how long it may take to become COVID negative.

For people in isolation who were not hospitalized (134 at the time of this report), they span the age range from less than 10 years old to more than 90. The number of days to become COVID negative range from 14 to 58 days. The shortest time periods were for those below 19. Above that age it ranged from the 20s to 58. Most clustered around 40 days.

The CDC is just beginning to come out with some information about the ability to in vitro culture coronavirus 19 from symptomatic individuals. They have not been able to culture the virus in the lab on or after day 10 from symptom onset. This is encouraging information and would be even more persuasive if we also had epidemiological data confirming that, in vivo, that same time period exists for contagiousness. For now, we have been suggesting to COVID positive individuals that they stay in isolation until COVID negative 2 times in succession. But, if their isolation becomes inadvisable due to stress, or other factors, we release them with precautionary advice. I am hoping that the epidemiological data comes in relatively soon allowing us to change our isolation advice.

Most of my time is spent communicating with practitioners, the public and our staff, reviewing the multiple revisions of guidelines that have come out and creating informative pieces where the opportunity presents. It would not have been possible without my having retired from private practice.

Division for Community Health
May 26, 2020 Board of Health Meeting

Karen Bishop, Director of Community Health
April 2020 Report

COVID-19 –

- Our primary activity throughout April was COVID-19 response to reported positive cases including case investigations, contact tracing, daily video chats with cases, daily phone call monitoring of persons on mandatory quarantine and calls/texts to persons on precautionary quarantine. Response activity operations continued 7 days per week utilizing nursing and support staff from multiple divisions within the department as well as several volunteer community members. This allowed for timely contact tracing to minimize the spread of disease.
- As of May 15, total number of reported COVID-19 cases was 139 of which 116 recovered and released from isolation.
- Highest total **daily** number of new COVID-19 cases reported to date was 16.
- All other reportable communicable disease report investigations were completed.
- All home visits, clinic services, committee/network meetings remained suspended.
- MOMS, SafeCare and Tuberculosis DOT clients were reached via phone call and or video chat.

Statistical Reports –

- Communicable disease reports for February, March and April – attached.

WIC

- Staff continued working remotely successfully reaching participants via phone to provide nutrition education and to electronically issue benefits to their eWIC card.

April 2020 BOH Report

Community Health Services

By Melissa Gatch, Supervising Community Health Nurse

Maternal Child and SafeCare Programs:

- Community Health Nurses have reached out to all clients and have offered continued visits via video chat or telephone calls. No new admissions have occurred in either program since mid March, but will be offered via video chat beginning in May.

Immunization Clinics:

- Immunization clinics were put on hold in mid March and will resume in some capacity during Phase 2 of reopening.

Communicable Disease:

- At the time of this report, TCHD nursing staff have investigated 139 positive COVID-19 cases in Tompkins County with 116 recoveries.
- HIV testing was put on hold in March and will resume in some capacity during Phase 2 of reopening.

Lead Poisoning Prevention- (4 ongoing cases)

- Lead nurse Gail Birnbaum is case managing four children with elevated Blood Lead Levels (BLL's). Cases are ongoing and are followed to ensure repeat testing is done as ordered and BLL's are decreasing. Discharge from lead case management will occur when two venous BLL's are less than 5mcg/dL drawn 3 months apart.

Tuberculosis- (3 active TB cases)

Case #1: 43 year old female from Pakistan; came to the US several years ago. Through a screening process for a job change, case found to have abnormal CXR (9/11), positive QFT (9/13) and was asymptomatic. Sputum smears were collected x 3 (10/21, 10/22, 10/23); 10/21 specimen was both smear & culture positive for MTB. Case was ordered in-home isolation (2 weeks) & was started on 4-drug therapy. Additional smears x 3 (11/13, 11/14, 11/15) were AFB negative & case was released from isolation and has resumed daily activities. She is being followed with DOT (Direct Observed Therapy), initially daily, then Monday through Friday by LHD staff. Contact investigation completed with no additional active TB or LTBI cases identified. To date, client is doing well on therapy, with treatment adjustment to 2-drug therapy. Due to results of chest xray at the end of April, TB consultant ordered continue therapy for an addition 60 days with treatment completion end of June 2020.

Case #2: 22 year old female college student with cough since 1/2020. Seen multiple times at health center; was treated for pneumonia. However, she developed hemoptysis in February 2020. Chest xray and CT were acquired and revealed a 1.6 cm mass in the right midlung zone. Positive blood test (QFT), 2/2020 (had a prior negative TST in 2016). Born in USA; travel history to Brazil with family annually. Case unable to produce sputa; subsequently underwent a bronchoscopy (2/27/20). Bronchial washings were AFB smear & PCR positive. Client placed on in-home isolation (2 weeks) and was started on 4-drug therapy on 3/5/20 and received DOT (Direct Observed Therapy) daily for 2 weeks and then Monday

through Friday by LHD staff. Contact investigation was initiated with baseline TST's completed and followup 8 week TST's are in process. Case tolerated medication regime well. Due to pandemic daily in home visits ended on March 23 with phone/text DOT's completed until 4/3/20 when Zoom DOT's were initiated. On 3/23/20 Molecular Identification revealed that case was susceptible to first line medications. Case has done well on treatment with some minor adjustments. Two drug treatment started in early May. Anticipate 6 months of treatment, however, case will be returning home, will transfer case to residing county in NYS mid-May.

Case #3: 30 y o female with travel/work history to India 2011-2015; Nepal, Sri-Lanka, Turkey and to the Ukraine. Onset of symptoms began 11/2019 with a cough. Saw PCP in 1/2020; had an inhaler prescribed. In February, she developed low grade fever, night sweats, chills, fatigue and worsening cough; received antibiotic with some resolution of symptoms. However, both Chest xray on 3/13/20 and CT results on 3/20/20 were abnormal, with case having a positive blood test (QFT) on 3/19/20. PCP referred case to LHD. After consulting with TB consultant, sputum was ordered x 3 (3/23, 3/23 3/24) with results AFB smear and PCR positive. Case placed on in-home isolation (2 weeks) and was started on 4-drug therapy on 3/24/20. Molecular detection of drug resistance on 4/13/20 revealed case susceptible to all first line medications. Contact investigation was initiated and is ongoing with 8 week TST's scheduled. Subsequent sputa were collected (4/6, 4/6, 4/7); all were AFB smear negative. Case doing well on treatment with DOT through Zoom video throughout treatment due to pandemic; initial evaluation on 3/24/20 completed in negative pressure room at TCHD. Anticipate 6 months of treatment.

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 01MAY20
 Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS Month=April

Disease	2020		2019		2018		2017		Ave (2017-2019)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
BABESIOSIS**	2	23.3	0	0.0	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	1	11.7	1	11.7	4	46.7	3	35.0	3	35.0
COVID-19	57	665.4	0	0.0	0	0.0	0	0.0	0	0.0
CRYPTOSPORIDIOSIS**	2	23.3	0	0.0	1	11.7	5	58.4	2	23.3
DENGUE FEVER**	0	0.0	0	0.0	0	0.0	1	11.7	0	0.0
ECOLI SHIGA TOXIN**	3	35.0	1	11.7	0	0.0	0	0.0	0	0.0
ENCEPHALITIS, OTHER	0	0.0	0	0.0	1	11.7	0	0.0	0	0.0
GIARDIASIS	1	11.7	5	58.4	2	23.3	0	0.0	2	23.3
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	11.7	1	11.7	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC**	1	11.7	1	11.7	0	0.0	2	23.3	1	11.7
HEPATITIS C,CHRONIC**	2	23.3	2	23.3	6	70.0	2	23.3	3	35.0
INFLUENZA A, LAB CONFIRMED	0	0.0	75	875.5	33	385.2	30	350.2	46	537.0
INFLUENZA B, LAB CONFIRMED	0	0.0	6	70.0	29	338.5	64	747.1	33	385.2
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	0	0.0	0	0.0	1	11.7	0	0.0
LEGIONELLOSIS	0	0.0	0	0.0	0	0.0	1	11.7	0	0.0
LISTERIOSIS	0	0.0	0	0.0	1	11.7	0	0.0	0	0.0

Disease	2020		2019		2018		2017		Ave (2017-2019)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
LYME DISEASE** *****	0	0.0	0	0.0	1	11.7	0	0.0	0	0.0
PERTUSSIS**	0	0.0	1	11.7	0	0.0	0	0.0	0	0.0
SALMONELLOSIS**	3	35.0	0	0.0	1	11.7	0	0.0	0	0.0
STREP,GROUP B INVASIVE	1	11.7	1	11.7	1	11.7	1	11.7	1	11.7
STREP PNEUMONIAE,INVASIVE**	1	11.7	0	0.0	0	0.0	1	11.7	0	0.0
TUBERCULOSIS***	0	0.0	1	11.7	0	0.0	0	0.0	0	0.0
SYPHILIS TOTAL.....	1	11.7	4	46.7	1	11.7	0	0.0	2	23.3
- P&S SYPHILIS	0	0.0	2	23.3	0	0.0	0	0.0	1	11.7
- EARLY LATENT	1	11.7	2	23.3	1	11.7	0	0.0	1	11.7
GONORRHEA TOTAL.....	4	46.7	14	163.4	7	81.7	2	23.3	8	93.4
- GONORRHEA	4	46.7	14	163.4	7	81.7	2	23.3	8	93.4
CHLAMYDIA	23	268.5	52	607.0	45	525.3	39	455.3	45	525.3

*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 2017, 27 counties investigated a sample of positive laboratory results; in 2018, 30 counties sampled; in 2019, 33 counties sampled; in 2020, 36 counties sampled.

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 01MAY20
 Through April

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

County=TOMPKINS

Disease	2020		2019		2018		2017		Ave (2017-2019)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
ANAPLASMOSIS**	0	0.0	0	0.0	0	0.0	1	2.9	0	0.0
BABESIOSIS**	2	5.8	0	0.0	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	3	8.8	5	14.6	10	29.2	7	20.4	7	20.4
COVID-19	132	385.2	0	0.0	0	0.0	0	0.0	0	0.0
CRYPTOSPORIDIOSIS**	6	17.5	2	5.8	4	11.7	7	20.4	4	11.7
DENGUE FEVER**	0	0.0	0	0.0	0	0.0	1	2.9	0	0.0
ECOLI SHIGA TOXIN**	3	8.8	1	2.9	0	0.0	0	0.0	0	0.0
ENCEPHALITIS, OTHER	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
GIARDIASIS	2	5.8	6	17.5	5	14.6	2	5.8	4	11.7
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	2.9	2	5.8	1	2.9	0	0.0	1	2.9
HEPATITIS A	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC**	3	8.8	3	8.8	3	8.8	9	26.3	5	14.6
HEPATITIS C,ACUTE**	0	0.0	1	2.9	2	5.8	1	2.9	1	2.9
HEPATITIS C,CHRONIC**	6	17.5	9	26.3	21	61.3	23	67.1	18	52.5
INFLUENZA A, LAB CONFIRMED	523	1526.4	738	2153.8	453	1322.1	387	1129.5	526	1535.1
INFLUENZA B, LAB	730	2130.5	25	73.0	558	1628.5	141	411.5	241	703.4

Disease	2020		2019		2018		2017		Ave (2017-2019)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
CONFIRMED										
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	1	2.9	0	0.0	2	5.8	1	2.9
LEGIONELLOSIS	0	0.0	0	0.0	0	0.0	1	2.9	0	0.0
LISTERIOSIS	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
LYME DISEASE** ****	2	5.8	5	14.6	8	23.3	0	0.0	4	11.7
MALARIA	2	5.8	0	0.0	0	0.0	0	0.0	0	0.0
MENINGITIS, ASEPTIC	0	0.0	1	2.9	1	2.9	0	0.0	1	2.9
MUMPS**	0	0.0	0	0.0	2	5.8	0	0.0	1	2.9
PERTUSSIS**	1	2.9	3	8.8	1	2.9	1	2.9	2	5.8
SALMONELLOSIS**	3	8.8	1	2.9	3	8.8	0	0.0	1	2.9
SHIGELLOSIS**	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
STREP, GROUP A INVASIVE	1	2.9	1	2.9	2	5.8	1	2.9	1	2.9
STREP, GROUP B INVASIVE	2	5.8	2	5.8	4	11.7	1	2.9	2	5.8
STREP PNEUMONIAE, INVASIVE**	4	11.7	2	5.8	4	11.7	4	11.7	3	8.8
TUBERCULOSIS***	2	5.8	1	2.9	1	2.9	1	2.9	1	2.9
YERSINIOSIS**	0	0.0	1	2.9	0	0.0	0	0.0	0	0.0
SYPHILIS TOTAL.....	7	20.4	8	23.3	2	5.8	1	2.9	4	11.7
- P&S SYPHILIS	3	8.8	4	11.7	0	0.0	0	0.0	1	2.9
- EARLY LATENT	4	11.7	4	11.7	2	5.8	0	0.0	2	5.8
- LATE LATENT	0	0.0	0	0.0	0	0.0	1	2.9	0	0.0

Disease	2020		2019		2018		2017		Ave (2017-2019)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
GONORRHEA TOTAL.....	30	87.6	40	116.7	44	128.4	28	81.7	37	108.0
- GONORRHEA	30	87.6	40	116.7	44	128.4	28	81.7	37	108.0
CHLAMYDIA	134	391.1	171	499.1	157	458.2	143	417.3	157	458.2
CHLAMYDIA PID	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
OTHER VD	0	0.0	1	2.9	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 2017, 27 counties investigated a sample of positive laboratory results; in 2018, 30 counties sampled; in 2019, 33 counties sampled; in 2020, 36 counties sampled.

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

Children with Special Care Needs Highlights
April 2020

Staff Activities

General overview of program work

- All CSCN staff participated in morning COVID-19 work until 4/22/20- 2 support staff and Director removed from COVID-19 work at this time.
- All CSCN nurses and 2 full time support staff continue daily COVID-19 work 7 days a week
- Early Intervention services which restarted on 3/27/20 resume with no face to face visits and all services offered to parents via teletherapy.
- Reopened Preschool services in Tompkins County 4/2/20-no face to face visits and all services offered to parents by teletherapy and meetings by phone conferencing or video conferencing.

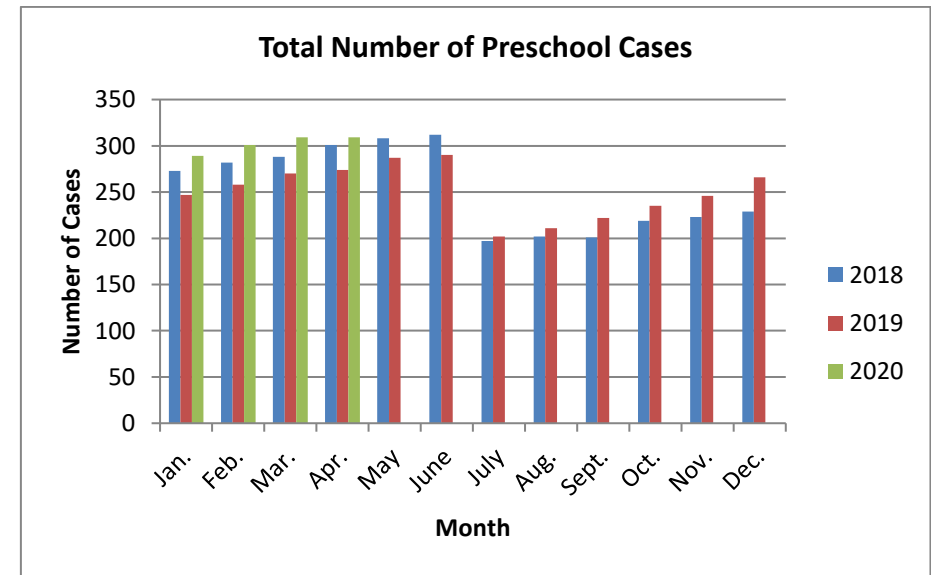
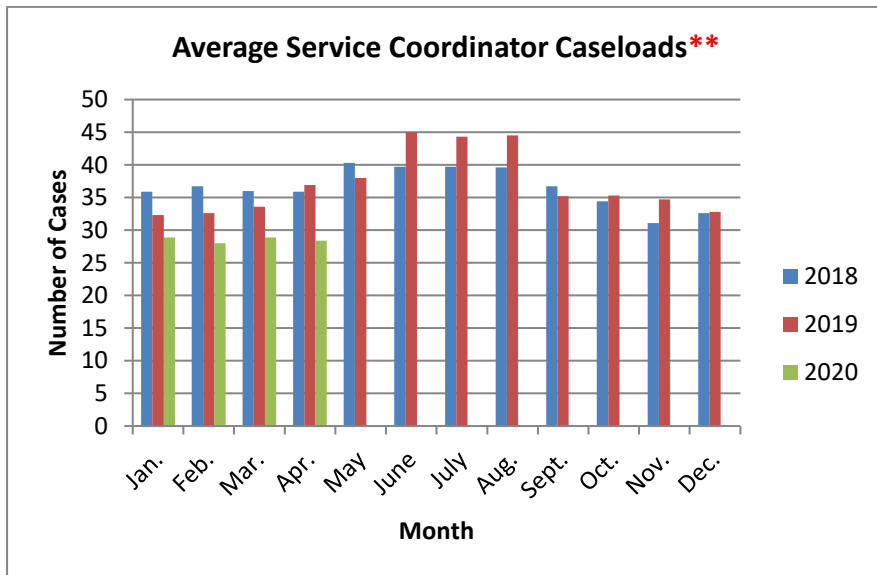
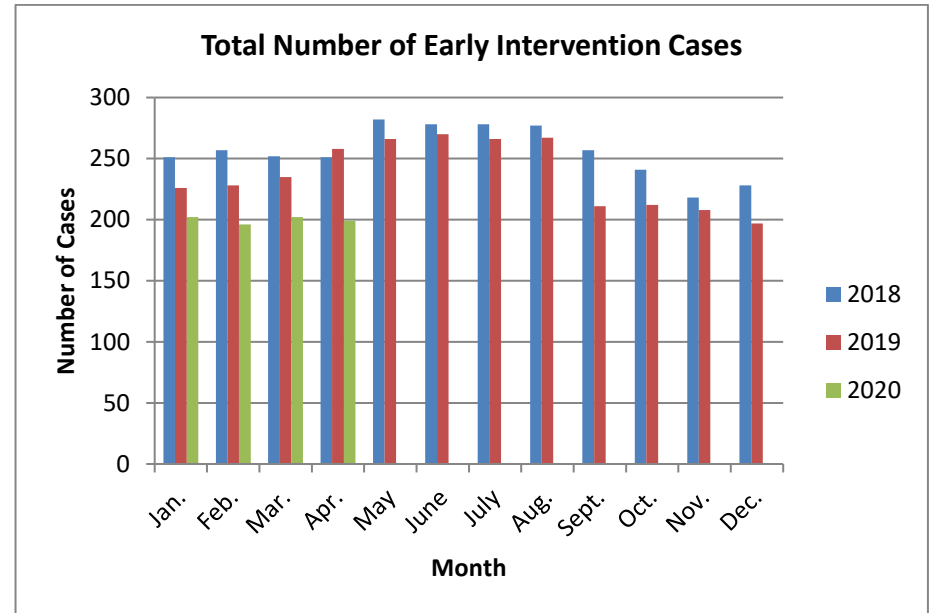
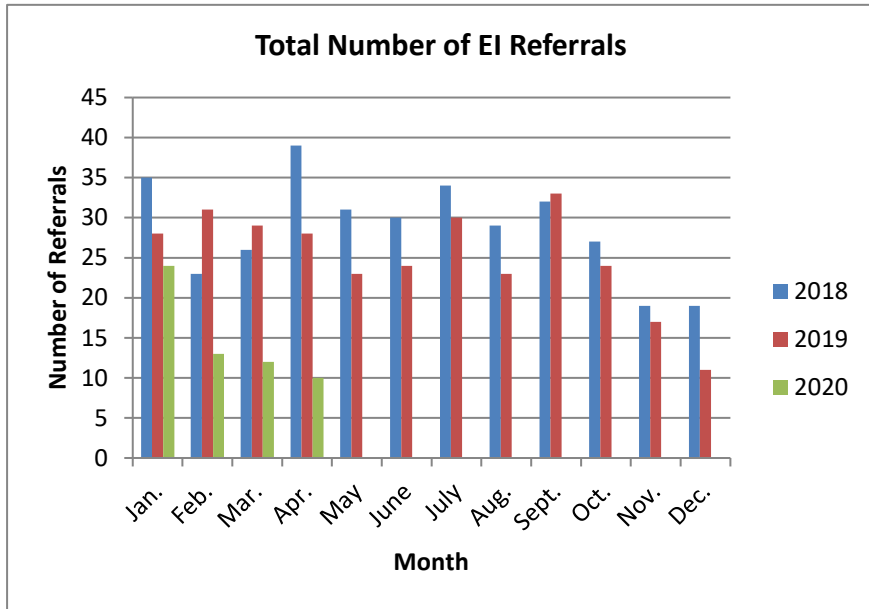
Division Managers

- All County Early Intervention County Conference Call 4/23/20

Deb Thomas:

- Senior Leadership Meetings-Debrief meetings every Monday and Thursday to review current COVID-19 work and Program work.
- CPSE Chairs meeting via Zoom 4/13/20
- NYSED Teleconference on Covid updates for school regs 4/17/20
- BOH update 4/28/20

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, until June 2019 when we experienced staff retirement and leave.**

**Children with Special Care Needs Division
Statistical Highlights 2020**

EARLY INTERVENTION PROGRAM

Number of Program Referrals	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Totals	2019 Totals
Initial Concern/reason for referral:														
-- DSS Founded Case				1									1	10
-- Gestational Age													0	2
-- Gestational Age/Gross Motor													0	0
-- Global Delays													0	1
-- Hearing													0	2
-- Physical													0	
-- Feeding	1	3	1										5	17
-- Feeding & Gross Motor													0	4
-- Feeding & Social Emotional													0	1
-- Gross Motor	3	1	1	2									7	55
-- Gross Motor & Feeding													0	2
-- Gross Motor & Fine Motor													0	1
-- Fine Motor													0	1
-- Social Emotional	2	1											3	13
-- Social Emotional & Adaptive													0	0
-- Speech	13	7	8	5									33	164
-- Speech & Feeding													0	2
-- Speech & Fine Motor													0	1
-- Speech & Gross Motor	4												4	11
-- Speech & Sensory													0	0
-- Speech & Social Emotional	1			1									2	4
-- Speech, Feeding & Gross Motor		1											1	0
-- Adaptive													0	0
-- Adaptive/Sensory				1									1	1
-- Adaptive/Fine Motor													0	0
-- Qualifying Congenital / Medical Diagnosis				1	1								2	6
-- Other -- Birth Trauma													0	2
-- Maternal Drug Use													0	1
Total Number of Early Intervention Referrals	24	13	12	10	0	0	0	0	0	0	0	0	59	301

Caseloads	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Totals	2019 Totals
Total # of clients qualified and receiving svcs	176	186	186	189										
Total # of clients pending intake/qualification	26	10	16	10										
Total # qualified and pending	202	196	202	199										
Average # of Cases per Service Coordinator	28.9	28.0	28.9	28.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		

**Children with Special Care Needs Division
Statistical Highlights 2020**

EARLY INTERVENTION PROGRAM

Family/Client visits	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Totals	2019 Totals
-- Intake visits	21	15	11	10										282
-- IFSP Meetings	26	33	20	28										424
-- Amendments	15	18	12	3										203
-- Core Evaluations	17	19	9	5										237
-- Supplemental Evaluations	3	6	6	2										54
-- EIOD visits	8	6	2	0										13
-- Observation Visits	43	45	26	0										518
-- CPSE meetings	6	9	0	1										78
-- Family Training/Team Meetings	0	3	1	0										16
-- Transition meetings	4	22	18	2										115
-- Other Visits	3	3	0	0										11
IFSPs and Amendments														
# of Individualized Family Service Plans Completed	26	33	16	28										418
# of Amendments to IFSPs Completed	17	19	14	7										254
Services and Evaluations Pending & Completed														
Children with Services Pending														
-- Feeding	1	3	2	2										
-- Nutrition	0	0	0	0										
-- Occupational Therapy	3	0	1	0										
-- Physical Therapy	2	3	4	0										
-- Social Work	0	0	0	0										
-- Special Education	3	3	0	1										
-- Speech Therapy	3	7	7	7										
# of Supplemental Evaluations Pending	24	23	10	25	0	0	0	0	0	0	0	0		
Type:														
-- Audiological	1	5	1	5										
-- Developmental Pediatrician	5	7	4	5										
-- Diagnostic Psychological	6	0	0	0										
-- Feeding	3	2	1	1										
-- Physical Therapy	2	1	2	1										
-- Speech	3	2	3	6										
-- Occupational Therapy	4	6	6	7										
-- Other	0	0	0	0										

**Children with Special Care Needs Division
Statistical Highlights 2020**

EARLY INTERVENTION PROGRAM

Early Intervention Discharges	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Totals	2019 Totals
-- To CPSE	5	0	0	0									5	87
-- Aged out	1	1	0	0									2	14
-- Declined	5	0	2	0									7	46
-- Skilled out	1	0	0	2									3	37
-- Moved	1	0	3	1									5	24
-- Not Eligible	4	7	6	2									19	92
-- Other	0	1	0	0									1	14
Total Number of Discharges	17	9	11	5	0	0	0	0	0	0	0	0	42	314
Child Find														
Total # of Referrals	1	0	0	0									1	4
Total # of Children in Child Find	1	1	1	1										
Total # Transferred to Early Intervention	1	0	0	0									1	0
Total # of Discharges	6	0	0	0									6	9

**Children with Special Care Needs Division
Statistical Highlights 2020**

PRESCHOOL SPECIAL EDUCATION PROGRAM

Clients Qualified and Receiving Services	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Totals	2019 Totals
Children per School District														
-- Ithaca	139	143	144	144										
-- Dryden	57	60	62	63										
-- Groton	31	32	34	33										
-- Homer	1	1	1	1										
-- Lansing	22	23	23	23										
-- Newfield	28	28	30	30										
-- Trumansburg	10	13	14	14										
-- Spencer VanEtten	0	0	0	0										
-- Newark Valley	1	1	1	1										
-- Odessa-Montour	0	0	0	0										
-- Candor	0	0	0	0										
-- Moravia	0	0	0	0										
-- Cortland	0	0	0	0										
Total # of Qualified and Receiving Services	289	301	309	309	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)	175	178	189	188										
-- Speech Therapy (group)	20	20	23	21										
-- Occupational Therapy (individual)	69	77	80	78										
-- Occupational Therapy (group)	1	1	0	0										
-- Physical Therapy (individual)	29	29	34	33										
-- Physical Therapy (group)	0	0	2	2										
-- Transportation														
-- Birnie Bus	29	28	28	27										
-- Dryden Central School District	4	6	6	6										
-- Ithaca City School District	41	39	39	39										
-- Parent	14	11	11	11										
-- Service Coordination	31	32	34	34										
-- Counseling (individual)	57	54	65	63										
-- 1:1 (Tuition Program) Aide	6	7	6	6										
-- Special Education Itinerate Teacher	33	32	37	37										
-- Parent Counseling	27	29	31	31										
-- Program Aide	0	0	0	0										
-- Teaching Assistant	0	0	0	0										
-- Audiological Services	4	4	4	4										
-- Teacher of the Deaf	3	3	3	3										
-- Music Therapy	0	0	0	0										
-- Nutrition	5	5	5	5										
-- Skilled Nursing	0	0	0	0										
Total # of children rcvg. home based related svcs.	204	218	226	227										

**Children with Special Care Needs Division
Statistical Highlights 2020**

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	2020 Totals	2019 Totals
-- Ithaca	45	44	44	44										
-- Dryden	43	23	23	23										
-- Groton	8	7	7	6										
-- Lansing	3	3	3	3										
-- Newfield	4	4	4	4										
-- Trumansburg	2	2	2	2										
-- Odessa-Montour	0	0	0	0										
-- Spencer VanEtten	0	0	0	0										
-- Moravia	0	0	0	0										
-- # attending Dryden Central School	8	8	8	8										
-- # attending Franziska Racker Centers	46	44	44	43										
-- # attending Ithaca City School District	31	31	31	31										
Total # attending Special Ed Integrated Tuition Progr.	85	83	83	82	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	2020 Totals	2019 Totals
-- Ithaca	18	15	9	26									68	198
-- Candor	0	0	0	0									0	0
-- Dryden	6	5	5	7									23	77
-- Groton	6	1	1	1									9	25
-- Homer	0	0	0	0									0	1
-- Lansing	2	0	3	0									5	18
-- Newfield	3	0	0	0									3	24
-- Trumansburg	0	1	0	1									2	14

ENVIRONMENTAL HEALTH DIVISION
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ENVIRONMENTAL HEALTH HIGHLIGHTS

March/April 2020

Outreach and Division News:

EH COVID-19 Activities: The COVID-19 pandemic essentially took over Environmental Health activities beginning in mid-March. Due to staffing and workload changes and COVID restrictions, EH generally stopped issuing permits for new operations. Permit renewals for existing operations (primarily food service establishments) and for failed onsite wastewater treatments systems (OWTS) continue to be processed. Our work managing potential rabies exposures also continues. EH updated our website and developed guidance as needed for specific operations or circumstances. EH staff mastered the use of Microsoft Teams for virtual meetings.

EH support staff switched gears and provided critical support to the TCHD nurses in tracking all COVID test results, which results were positive and required isolation, and contact tracing for associated mandatory quarantine. Brenda Coyle and Caitlin Feller assisted in the development of a data tracking system that generates multiple reports and spreadsheets for specific users: for the TCHD nurses making calls regarding test results, for the CHS Director for reporting to the Cayuga Medical Center (CMD), for the TCHD Medical Director, and for the EOC for information needed for 911 calls and for reporting information to the public. EH support staff continue to be involved in this effort.

EH technical staff reached out to all operating regulated facilities - food service establishments, hotels, and public water supplies – to provide information and COVID disinfection, cleaning and related guidance and to assess any concerns with continued water supply operations. Communication continues with campgrounds and children's camps with updates as information becomes available as to the whether and how these operations will open.

EH was identified as the primary contact for Tompkins County for the Governor's NYS PAUSE complaint hotline. In addition to responding to complaints, EH staff provided information and guidance to essential services including food pantries, grocery stores, liquor stores, farmers' markets, banks, and other operations.

Liz Cameron is currently the Chair of the Conference of Environmental Health Directors (CEHD) and arranged bi-weekly and then weekly calls between the NYSDOH Center for Environmental Health (CEH) and the CEHD. Arrangements were also made through the New York State Association of County Health Officials (NYSACO) to try to obtain answers to questions regarding essential service guidance.

As a result of the COVID pandemic, the Finger Lakes Grass Roots Festival Organization announced that the festival will not be held this year.

Human Resources: On March 16, Governor Cuomo issued Executive Order 202.4 that required local governments to reduce non-essential personnel in the office by no less than 50% and to allow employees that are able to work from home. County Administrator Molino also ordered day care operations to close. Tompkins County considers Environmental Health staff essential, however, all departments made COVID

staffing adjustments and EH staff are able to do a lot of work remotely. As a result of the COVID situation, EH reduced in-office staffing to two EH support staff, EH managers, the Public Health technician, the OWTS PH sanitarian and one other PH sanitarian in the office part-time. Additional adjustments were made as the COVID pandemic continued. At the end of April, EH was operating with six staff in the office full-time, six staff working remotely full-time, two staff working remotely and on emergency leave half-time, and 5 staff working a combination of in the office and remotely and using limited periods of emergency leave. (Note: this situation changed when two EH staff were furloughed effective May 7 and we expect additional changes as we enter Phase 1 of the re-opening.)

Meetings:

- Mar 4 – Involved EH staff (Kate Walker, Scott Freyburger, Mik Kern, Kristee Morgan, and Liz Cameron) had an internal organizational meeting to discuss review of the draft permit application that was submitted on March 1.
- Mar 5 – The OWTS team (Adriel Shea, Janice Koski, Joel Scogin, Becky Sims, Scott Freyburger, and Liz Cameron) met with Darby Kiley from Planning to discuss available wetlands information and identification.
- March 6 – Liz Cameron participated in the Public Health Partnership planning call with representatives from the NYSACHO, the New York State Public Health Association (NYSPHA) and another representative from the CEHD to plan the upcoming joint spring conference in Niagara. The Conference was later cancelled due to the COVID outbreak.
- Mar 9 – Liz Cameron participated in a conference call to plan the NYSDOH Center for Environmental Health updates to be presented at the joint spring NYSACHO/NYSPHA/CEHD conference.
- Mar 10 – Kristee Morgan and Liz Cameron attended the GrassRoots Unified Command Post/Emergency Operations meeting at the Trumansburg Village Hall.
- Mar 12 – EH Managers Meeting
- Apr 22 – EH staff meeting
- COVID-19 meetings - Various EH Staff participated in the following virtual meetings:
 - Mar 16, April 8, 9, 15, 16, 22 – Food Security related conference calls
 - Mar 18, 20, 24, 26, 31, Apr 3, 7, 10, 14, 17, 21, 24 - Statewide NYSDOH/CEHD conference calls
 - Mar 20, 23, 24, Apr 8, 10, 20 – EH Managers work planning
 - Mar 25 – Ulysses Community Leaders meeting
 - March 26 – Food Pantry Box Packing
 - Mar 31, Apr 2, 6, 9, 13, 16, 20, 27, 30 - TCHD Managers Debriefing
 - Mar 31, Apr 28 – Board of Health COVID update
 - Apr 3, 16, 30 – Essential Services Complaint Response/Enforcement
 - Ap 11 – Call with Town Supervisors
 - Apr 17 – Masks/Face Coverings
 - Apr 20 – Cornell Cooperative Extension Plant Sale
- Accela meetings:
 - Mar 3 – Brenda Coyle and Scott Freyburger met with Katy Prince from ITS to discuss the proposed new format for the Onsite Wastewater Treatment System (OWTS) permit and its development in the Accela permit management software system.
 - Mar 6, Apr 24 – Brenda Coyle and Liz Cameron
 - Apr 14 – Brenda Coyle and Katy Prince
 - Apr 28 - Brenda Coyle and Scott Freyburger met with Katy Prince from ITS to further discuss modifications to OWTS permits
- Office Conferences: Skip Parr participated in Office Conferences for enforcement actions on
 - Mar 17 via telephone

Training:

- On March 3-4, Environmental Health hosted a Certified Pool Operator (CPO) course in the Rice Conference Room. This 14-hour course is required for operators of certain pool facilities and is recommended for all pool operators. It covers pool and spa chemistry, testing, treatment governmental requirements, filtration, maintenance, equipment, and troubleshooting, with a test at the conclusion. Over 2 dozen pool operators, mostly from Tompkins County facilities, attended. Mik Kern and Mike Robson took this training. Mike received his CPO certification. Mik had received his certification in a previous training.

Boil Water Orders

New:

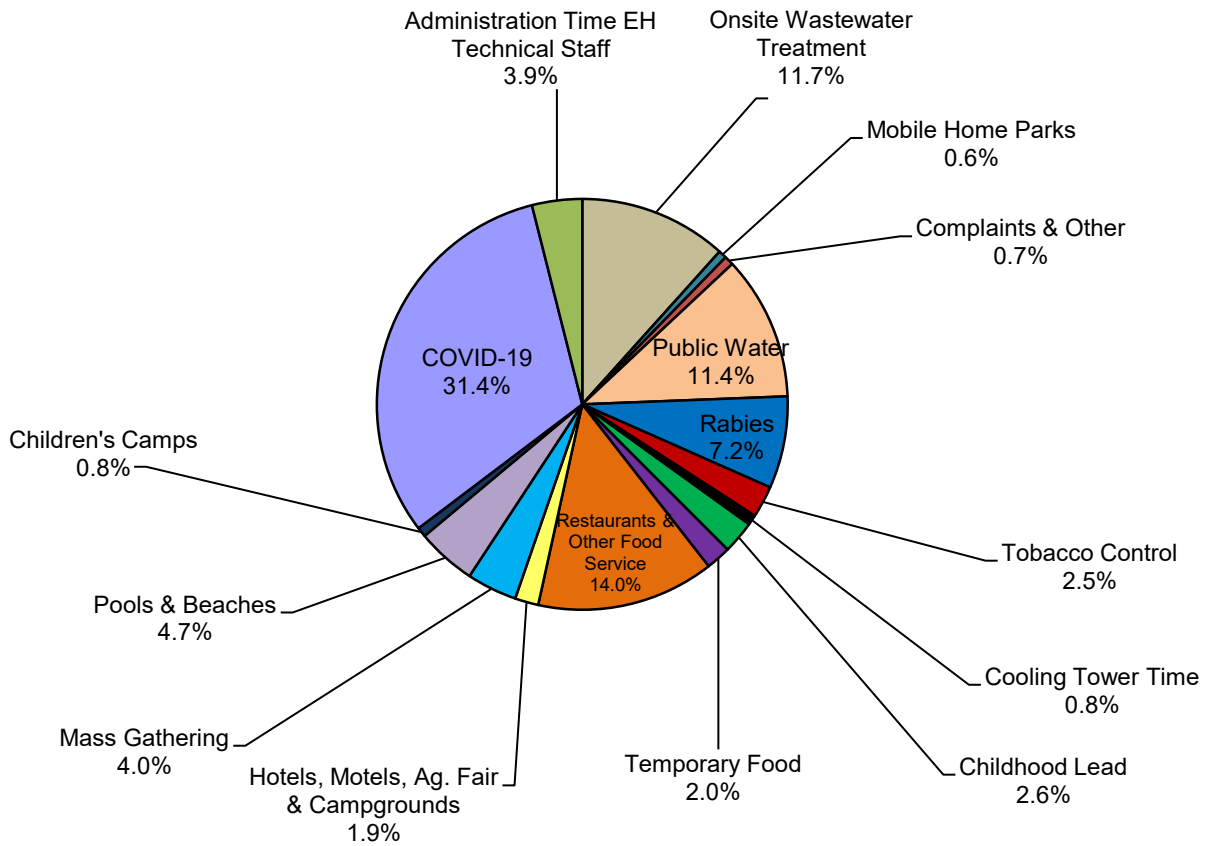
- A boil water order (BWO) was issued to Glenwood TOSA Apts, T-Dryden, on April 23, 2020, due to water shortages. In addition, TOSA Apts. Has failed to meet required the requirements of BOH Orders issued on January 28, 2020.

Continuing:

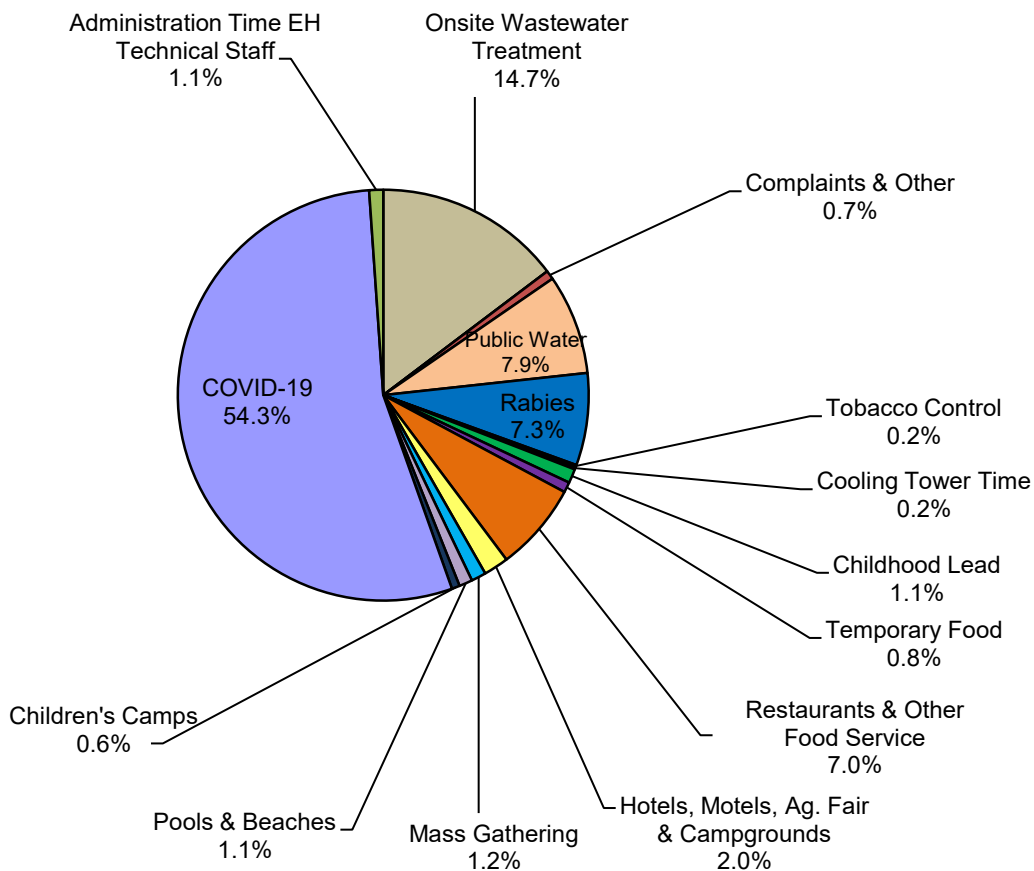
- The BWO issued on 10/25/19 remains in effect for Hanshaw Village Mobile Home Park, T-Dryden. Engineering plans have been received and reviewed by TCHD to address treatment issues with the system. The park has been given a deadline of April 15th to complete the required modifications to the system to release the BWO. The boil water order will remain in effect until modifications have been made.

EH Programs Overview:

Staff Time in Environmental Health Programs - March 2020



Staff Time in Environmental Health Programs - April 2020



Division of Environmental Health
Summary of Activity (2020), cont'd

ON-SITE WASTEWATER TREATMENT SYSTEMS (OWTS)														
Permits Issued	16	11	13	17	0	0	0	0	0	0	0	0	57	227
New Construction/Conversions	12	8	6	3									29	113
Replacements	4	3	7	14									28	114
Completion Certificates Issued	25	15	5	6	0	0	0	0	0	0	0	0	51	183
New Construction/Conversions	13	7	2	3									25	85
Replacements	12	8	3	3									26	98
ENGINEERING PLAN REVIEWS														
Realty Subdivisions	0	0	1	1									2	4
OWTS	1	3	0	1									5	30
Collector Sewer	0	0	0	0									0	1
Public Water Systems	0	0	0	0									0	4
Water Main Extension	0	1	0	1									2	6
Cross-Connection Control Devices	3	3	1	0									7	16
Other Water System Modification	0	1	0	0									1	4
Other Engineering Reviews	0	1	0	0									1	3
RABIES CONTROL PROGRAM														
Potential Human Exposure Investigations	23	22	25	14									84	512
Human Post-X Treatments	1	3	3	1									8	115
Animal Specimens Tested	3	6	5	3									17	201
Animals Testing Positive	1	1	1	1									4	11
Rabies Clinics Offered	1	0	0	0									1	11
Dogs Vaccinated	91	0	0	0									91	643
Cats Vaccinated	52	0	0	0									52	439
Ferrets Vaccinated	0	0	0	0									0	0
Pet Quarantine	0	1	0	0									1	3
CHILDHOOD LEAD PROGRAM														
Children with Elevated Blood Lead Levels	1	3	0	0									4	3
Sites Inspected	0	4	0	0									4	4
Abatement Completed	0	0	0	0									0	0
Lead Assessments Sent	0	0	0	0									0	2
FOIL REQUESTS														
Total Received	4	3	3	6									16	44
ADOLESCENT TOBACCO USE PREVENTION ACT (ATUPA) (61 Operations *) & CLEAN INDOOR AIR ACT (CIAA)														
ATUPA (Adult & Minor) Compliance Checks	7	10	41	0									58	112
Violations	0	0	2	0									2	1
CIAA Complaints	0	0	1	0									1	2
COMPLAINTS - Facility & General/Nuisance														
Complaint Investigations Opened	2	4	6	3									15	62
ENFORCEMENT ACTIONS														
Total Cases	5	4	0	0									9	41
Cases Related to FSE	2	3	0	0									5	28
BOH Penalties Assessed	\$5,000	\$1,900	\$0	\$0									\$6,900	\$30,100
BOH Penalties Collected	\$1,800	\$600	\$4,500	\$0									\$6,900	\$36,333
CUSTOMER SERVICE/SUPPORT														
Calls Received	637	544	1162	720									3063	n/a
Walk-In Customers	60	101	48	5									214	n/a
TCEH Emails Received	130	192	482	406									1210	n/a
Applications Processed	77	204	150	95									526	2119
Payment Receipts Processed	40	159	137	51									387	1526
Renewals/Billings Sent	264	41	22	140									467	825

* As of 1/1/2020

** Includes Pre-op, Inspection, Re-inspection, HAACP, Field Visits, Sanitary Surveys

Food Program Detailed Report:

The following plans were approved this March:

- CU – Martha’s Dining, C-Ithaca

New permits were issued for the following facilities:

- No new permits were issued during March and April

***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 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.

***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 food service establishments (March):**Starbucks Coffee Company #10395, C-Ithaca**

Potentially hazardous food was not stored under refrigeration. Product on a counter for customer use was observed to be at 59°F. The product was discarded during the inspection.

Apollo Restaurant, C-Ithaca

Potentially hazardous foods were not cooled by an approved method. Product in a refrigerated storage unit was observed to be at 47-51°F. The product had been cooked and placed in the unit for cooling the night before. The product was discarded during the inspection.

Hope’s Events & Catering, V-Cayuga Heights

Potentially hazardous foods were not cooled by an approved method. Products were observed cooling in a refrigerated storage unit using unapproved methods. The products were observed to be at 79°F and 76-82°F. The products were removed and replaced back in the cooler to cool using approved methods.

Purity Ice Cream, C-Ithaca

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

North East Pizza & Beer, V-Lansing

An accurate probe thermometer was not available to evaluate the temperatures of potentially hazardous foods during the inspection.

Little Thai House, C-Ithaca

Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 120-125°F. The product was removed from service and rapidly reheated to 165°F or above before use.

Taste of Thai, 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 51-52°F. The product was removed from service and rapidly cooled to 45°F or less during the inspection.

Statler Banfi's, 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 52°F. The product was removed from service and rapidly cooled to 45°F or less during the inspection.

Taste of Thai Express, C-Ithaca

Potentially hazardous foods were not kept at or below 45°F in cold holding. Products in cold holding were observed to be at 52°F and 55°F. The products were removed from service and rapidly cooled to 45°F or less during the inspection.

Potentially hazardous food was not stored under refrigeration. Product in the kitchen was observed to be at 52°F. The product was moved to refrigerated storage to be rapidly chilled to 45°F or less before use.

Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 112°F, 96°F and 128°F. The product was removed from service and rapidly reheated to 165°F or above before use.

Critical Violations were found at the following temporary food service establishments (March):**Newfield Lioness and Newfield Lions at 2020 Lions Pork Loin Dinner, T-Newfield**

Potentially hazardous food was held at an improper temperature. Products in hot holding were observed to be at 119°F and 132°F. The products were removed from service and rapidly reheated to 165°F or above before use.

Childhood Lead Program Detailed Report:

CHILDHOOD LEAD PROGRAM	March/April	YTD 2020	YTD 2019	TOTAL 2019
A: Active Cases (total referrals):				
A1: # of Children w/ BLL >19.9ug/dl	0	0	0	0
A2: # of Children w/ BLL 10-19.9ug/dl	0	0	0	5
A3: # of Children w/ BLL 5-9.9ug/dl	0	4	0	3
B: Total Environmental Inspections:				
B1: Due to A1	0	0	0	0
B2: Due to A2	0	0	0	0
B3: Due to A3	0	4	0	4
C: Hazards Found:				
C1: Due to B1	0	0	0	0
C2: Due to B2	0	0	0	0
C3: Due to B3	0	4	0	2
D: Abatements Completed:	0	0	0	0
E: Environmental Lead Assessment Sent:	0	0	0	2
F: Interim Controls Completed:	0	0	0	0
G: Complaints/Service Requests (w/o medical referral):	2	7	5	43
H: Samples Collected for Lab Analysis:				
- Paint	0	4	0	0
- Drinking Water	0	0	0	0
- Soil	0	1	0	1
- XRF	0	3	0	2
- Dust Wipes	0	3	0	2
- Other	0	0	0	0

Summary of Open BOH Enforcement Actions:

Date of BOH Action	Facility	Owner/ Operator	Basis for Action	Penalty Assessed	Next BOH Order Deadline	Status
2/25/20	Easy Wok	Easy Wok Restaurant Inc.	Food Service Establishment – Violation of BOH Orders	\$400	Payment and training certificates due 4/15/20	Request to BOH for extension
1/28/20	TOSA Apartments	Tony Busse	Public Water – Violation of BOH Orders	\$1,000	Submit engineering report and penalty due 3/13/20.	Pending additional action
10/22/19	Taste of Thai Express	Sirathorn Balakula	Food Service Establishment – Violation of BOH Orders	\$3,000 (paid \$1,200)	\$1,200 payment due 6/15/20.	Monitoring Compliance



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Date: May 14, 2021
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health

Subject: Recommended Environmental Health Division Fees for 2021

The information in this packet addresses our proposed facility operating and plan review fees and other revenue projections for 2021. The current COVID-19 State of Emergency is having a significant financial impact on a number of our facilities as well as the residents of the County. Considering this situation, we are recommending that the 2021 fees remain the same as our 2020 fees.

There is considerable variation in the time required to review plans in a specific category. As in past years, the proposed plan review fees have been developed based on estimates of the average review time obtained through an evaluation of plan submittals and in discussion with the Public Health Engineer.

Based on the proposed fees, the sources of estimated revenue for 2021 are:

Estimated Revenue:	
Operating/permit fees	\$356,985
Plan review/other fees	\$18,650
<u>Fines/penalties/late fees/other</u>	<u>\$21,450</u>
Subtotal*:	\$397,085
<u>Less credit card processing cost</u>	<u>\$1,386</u>

Total Estimated EH Revenue* : \$395,699

* Does not include revenue from grants and State Aid.

The following information is attached for your review:

- Table 1. Proposed Environmental Health Fee Schedule 2021 – Operating and Other Fees
- Table 2. Proposed Operating or Permit Fees Detail Sheet 2021
- Table 3. Proposed Plan Review Fees Detail Sheet 2021
- Table 4. Estimated vs. Actual Revenue and Expenses

F:\EH\ADMINISTRATION (ADM)\Program Administration (ADM-3)\Financial\Fees (SG-37)\Fees 2021\BOH memo.docx



ENVIRONMENTAL HEALTH DIVISION

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

Draft for BOH Review May 2020

Effective January 1, 2021

Table 1 - 2021 Proposed Environmental Health Fee Schedule

2021 OPERATING PERMIT, PLAN REVIEW, AND OTHER FEES	
Agricultural Fairground Operating Permit	\$400 <input type="checkbox"/>
Campground Operating Permit \$150 plus \$2.75 per unit/site	<input type="checkbox"/>
Campground Plan Review	\$200 <input type="checkbox"/>
Children's Camp Operating Permit	\$200 <input type="checkbox"/>
Mass Gathering Operating Permit	
New Event Per Day*	\$4,100 <input type="checkbox"/>
Existing Event*	\$2,000 <input type="checkbox"/>
Mass Gathering Plan Review	
New Event	\$12,000 <input type="checkbox"/>
Existing Event	\$5,000 <input type="checkbox"/>
Mobile Home Park Operating Permit \$150 plus \$3.50 per unit/lot	<input type="checkbox"/>
Mobile Home Park Plan Review \$460 plus \$30 per unit/lot	<input type="checkbox"/>
Recreational Aquatic Facility Operating Permit	
Swimming Pool/Bathing Beach	\$335 <input type="checkbox"/>
Slide and Wave Pool/Spray Park/Other Aquatic Facility	\$360 <input type="checkbox"/>
Recreational Aquatic Facility Plan Review	
Swimming Pool/Bathing Beach/Other Aquatic Facility Up to 5,000 square feet	\$360 <input type="checkbox"/>
Slide and Wave Pool/Spray Park/Other Aquatic Facility Over 5,000 square feet	\$770 <input type="checkbox"/>
Temporary Residence Operating Permit \$175 plus \$3.50 per unit/site	<input type="checkbox"/>
Food Service Establishment Operating Permit	
High Risk	\$450 <input type="checkbox"/>
Medium Risk	\$375 <input type="checkbox"/>
Low Risk	\$210 <input type="checkbox"/>
Additional Mobile Unit	\$85 <input type="checkbox"/>
Food Service Establishment Plan Review	
High & Medium Risk	\$210 <input type="checkbox"/>
Low Risk	\$150 <input type="checkbox"/>
Push Cart	\$100 <input type="checkbox"/>
Temporary Food Service Establishment - Simple Menu	
1 Day Event	\$65 <input type="checkbox"/>
Multiple Events; Consecutive or Non-Consecutive Days <i>(up to 8 days in 120 days)</i>	\$100 <input type="checkbox"/>
Temporary Food Service Establishment - Complex Menu	
1 Day or Multiple Days; Single Event	\$150 <input type="checkbox"/>
Late Application - Received less than 2 weeks before ever	\$25 <input type="checkbox"/>
Additional Expedited Permit Processing Fee - 3 days or less	\$25 <input type="checkbox"/>
<u>OTHER FEES</u>	
Late Application/Water Fee <i>(May be waived at TCHD discretion)</i>	\$50 <input type="checkbox"/>
Additional Expedited Permit Processing Fee - 3 days or less	\$50 <input type="checkbox"/>
Waiver/Variance Request <i>(Requiring Board of Health Action)</i>	\$75 <input type="checkbox"/>
Waiver from NYS Appendix 75-A <i>(Unless due to TCHD Referral)</i>	\$75 <input type="checkbox"/>
Copies <i>(Cost per page)</i>	\$0.25 <input type="checkbox"/>
Refund Request <i>(within 6 months of receipt)</i>	\$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>	
TOTAL FEES - PAGE 1	<input type="checkbox"/>
TOTAL FEES - PAGE 2	<input type="checkbox"/>
TOTAL FEES DUE - PAGE 1 & 2	<input type="checkbox"/>

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 TCDH discretion.

Preparer/Date: _____

pc: Support Staff



ENVIRONMENTAL HEALTH DIVISION

55 Brown Road, Ithaca, NY 14850

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

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

Draft for BOH Review May 2020

Effective January 1, 2021

Table 1 - 2021 Proposed Environmental Health Fee Schedule

2021 WATER SYSTEM OPERATING, ON-SITE WASTEWATER TREATMENT, AND DEVELOPMENT FEES	
On-Site Wastewater Treatment System (OWTS) Construction Permit	
New Construction/Conversion	\$425 <input type="checkbox"/>
w/ Engineer Plans; no Site Evaluation	\$250 <input type="checkbox"/>
Replacement System	\$335 <input type="checkbox"/>
w/ Engineer Plans; no Site Evaluation or TCHD Referral	\$175 <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"/>
OWTS Plan Review by Design Professional	
0 – 499 gpd design rate	\$190 <input type="checkbox"/>
500 – 999 gpd design rate	\$230 <input type="checkbox"/>
1,000 – 1,999 gpd design rate	\$340 <input type="checkbox"/>
2,000+ gpd design rate	\$540 <input type="checkbox"/>
Other OWTS Modificatons/Multiple Submissions	\$160 <input type="checkbox"/>
Holding Tank Initial Permit & Plan Review	\$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)	
<i>(Preliminary Development fees are applied to the Realty Subdivision fee upon full plan submittal when submitted within 12 months)</i>	\$400 <input type="checkbox"/>
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 <input type="checkbox"/>
Other Engineering Review (May be waived at TCHD discretion)	\$160 <input type="checkbox"/>
TOTAL FEES - PAGE 2	
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)	\$105 <input type="checkbox"/>
Bottled/Bulk Haulers, Ice Plants	\$360 <input type="checkbox"/>
Water System Construction Permit and Plan Review	
Community Water System (Part 5, NYSSC) < 100,000 gpd	\$450 <input type="checkbox"/>
Community Water System (Part 5, NYSSC) ≥ 100,000 gpd	\$1,000 <input type="checkbox"/>
Non-Community Public Water System	\$210 <input type="checkbox"/>
Distribution Water Main - 6" or larger	
< 5,000'	\$300 <input type="checkbox"/>
≥ 5,000'	\$400 <input type="checkbox"/>
Cross-Connection Control	
\$200 plus \$50/device	<input type="checkbox"/>
Water Storage Tank > 500,000 gal	
	\$500 <input type="checkbox"/>
Other Water System Modification	
<i>(May be waived at TCHD discretion)</i>	\$160 <input type="checkbox"/>
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"/>
Waiver/Variance Request (Requiring Board of Health Action)	\$75 <input type="checkbox"/>
Waiver from NYS Appendix 75-A (Unless due to TCHD Referral)	\$75 <input type="checkbox"/>
Copies (Cost per page)	\$0.25 <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 TCDH discretion.

Preparer/Date: _____
 pc: Support Staff

Draft for BOH Review - May 2020
Table 2 - Environmental Health Division
Proposed Operating or Permit Fees Detail Sheet 2021

PROGRAM	FEES			# FACILITIES				STAFF TIME (days)		COST PER FACILITY			PROGRAM COST		REVENUE		REVENUE / PROGRAM COST	
	2021 PROPOSED	2020 FINAL	2019 FINAL	2021-EST TOTAL	2021-EST INVOICED	2019 TOTAL	2019 INVOICED	2021 ESTIMATE	2019 FINAL	2021-EST TOTAL	2021-EST INVOICED	2019 FINAL	2021 ESTIMATE	2019 FINAL	2021 ESTIMATE	2019 FINAL	2021 ESTIMATE	2019 FINAL
FOOD SERVICE ESTABLISHMENTS (FSE)				595	475	618	494	547	563	\$541	\$678	\$670	\$322,022	\$331,166	\$173,075	\$178,315	0.54	0.54
High Risk	\$450	\$450	\$430	190	150	193	159	290	294	\$898	\$1,137	\$1,090	\$170,619	\$173,313	\$67,500	\$68,310	0.40	0.39
Medium Risk	\$375	\$375	\$375	300	230	313	232	201	210	\$394	\$514	\$532	\$118,258	\$123,382	\$86,250	\$87,000	0.73	0.71
Low Risk	\$210	\$210	\$235	100	90	104	95	56	59	\$331	\$368	\$363	\$33,145	\$34,471	\$18,900	\$22,325	0.57	0.65
Additional Mobile Unit/Push Cart	\$85	\$85	\$85	5	5	8	8								\$425	\$680		
TEMPORARY FOOD SERVICE				385	120	386	124	176	176	\$268	\$861	\$836	\$103,353	\$103,618	\$16,150	\$17,115	0.16	0.17
Simple Menu 1 Day Event	\$65	\$65	\$65	250	35	251	36	113	113	\$265	\$1,893	\$1,848	\$66,263	\$66,528	\$2,275	\$2,340	0.03	0.04
Simple Menu Multiple Events	\$100	\$100	\$100	130	80	130	83	59	59	\$267	\$434	\$419	\$34,736	\$34,736	\$8,000	\$8,300	0.23	0.24
Complex Menu Single Event	\$150	\$150	\$150	5	5	5	5	4	4	\$471	\$471	\$471	\$2,355	\$2,355	\$750	\$750	0.32	0.32
Late Application < 2 weeks, > 3 days	\$25	\$25	\$25	140	185	143	185								\$4,625	\$4,625		
Late Application 3 days or <	\$25	\$25	\$25	40	20	43	22								\$500	\$1,100		
TEMPORARY RESIDENCE	\$175	\$175	\$150	34	34	34	34	85	85	\$1,476	\$1,476	\$1,476	\$50,190	\$50,190	\$13,027	\$12,954	0.26	0.26
Per unit/site	\$3.50	\$3.50	\$3.50	2,022	2,022	2,022	2,244								\$7,077	\$7,854		
CAMPGROUNDS	\$150	\$150	\$140	11	11	11	13	60	60	\$3,198	\$3,198	\$2,706	\$35,183	\$35,183	\$4,378	\$4,414	0.12	0.13
Per unit/site	\$2.75	\$2.75	\$2.25	992	992	992	1,153								\$2,728	\$2,594		
MOBILE HOME PARKS	\$150	\$150	\$150	42	42	42	43	39	39	\$546	\$546	\$533	\$22,920	\$22,920	\$13,405	\$13,527	0.58	0.59
Per unit/lot	\$3.50	\$3.50	\$3.50	2,030	2,030	2,030	2,022								\$7,105	\$7,077		
AGRICULTURAL FAIRGROUND	\$400	\$400	\$400	1	1	1	1	10	10	\$5,652	\$5,652	\$5,652	\$5,652	\$5,652	\$400	\$400	0.07	0.07
MASS GATHERING (NEW)	\$4,100	\$4,100	\$4,100	0	0	0	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
MASS GATHERING (EXISTING)	\$2,000	\$2,000	\$1,650	1	1	1	1	76	76	\$44,880	\$44,880	\$44,880	\$44,880	\$44,880	\$2,000	\$1,650	0.04	0.04
CHILDREN'S CAMPS	\$200	\$200	\$200	32	4	32	4	124	124	\$2,279	\$18,235	\$18,235	\$72,939	\$72,939	\$800	\$800	0.01	0.01
SWIMMING POOLS/BATHING BEACHES	\$335	\$335	\$335	59	58	59	55	115	115	\$1,146	\$1,165	\$1,229	\$67,593	\$67,593	\$19,430	\$18,425	0.29	0.27
PUBLIC WATER SYSTEMS				148	148	148	144	629	629	\$1,583.92	\$1,584	\$1,627.92	\$234,421	\$234,421	\$28,795	\$28,280	0.12	0.12
Community Groundwater System	\$200	\$200	\$200	86	86	86	85	524	524	\$2,271.61	\$2,272	\$2,298.34	\$195,359	\$195,359	\$17,200	\$17,000	0.09	0.09
Community Surface Water System	\$1,800	\$1,800	\$1,800	3	3	3	3	10	10	\$1,242.55	\$1,243	\$1,242.55	\$3,728	\$3,728	\$5,400	\$5,400	1.45	1.45
Non-Community Water System	\$105	\$105	\$105	59	59	59	56	95	95	\$598.89	\$599	\$630.97	\$35,334	\$35,334	\$6,195	\$5,880	0.18	0.17
ON-SITE WASTEWATER SYSTEMS (OWTS)				235	235	239	242	665	688	\$1,664.97	\$1,664.97	\$1,673.49	\$391,268	\$404,983	\$85,525	\$88,970	0.22	0.22
New Construction/Conversion	\$425	\$425	\$425	100	100	92	101	290	267	\$1,706.26	\$1,706.26	\$1,554.22	\$170,626	\$156,976	\$42,500	\$42,925	0.25	0.27
New/Conv App w/ Plans; no Site Evaluation	\$250	\$250	\$325	20	20	21	23	58	61	\$1,706.26	\$1,706	\$1,557.89	\$34,125	\$35,831	\$5,000	\$7,475	0.15	0.21
Replacement System	\$335	\$335	\$335	100	100	104	102	290	301	\$1,706.26	\$1,706	\$1,739.72	\$170,626	\$177,451	\$33,500	\$34,170	0.20	0.19
Replacement App w/ Plans; no Site Evaluation	\$175	\$175	\$235	5	5	10	7	14	29	\$1,706.26	\$1,706	\$2,437.52	\$8,531	\$17,063	\$875	\$1,645	0.10	0.10
or TCHD referral	\$175	\$175	na	5	5	na	na			\$0.00	\$0	na	\$0	\$0	\$875	na		
Septic Tank/Pump Chamber Replacement	\$105	\$105	\$105	5	5	12	9	13	30	\$1,472	\$1,472	\$1,962.47	\$7,359	\$17,662	\$525	\$945	0.07	0.05
Holding Tank Permit Renewal	\$50	\$50	\$50	5	5	1	1								\$250	\$50		
Permit Transfer/Renewal	\$80	\$80	\$80	20	20	20	20								\$1,600	\$1,600		
Application Transfer/Renewal	\$80	\$80	\$80	2	5	2	2								\$400	\$160		
OPERATING PERMITS													\$1,350,420	\$1,373,545	\$356,985	\$364,850	0.26	0.27
PLAN REVIEWS															\$18,650	\$21,070		
OTHER REVENUE															\$21,450	\$43,964		
TOTAL OPERATING, PERMIT, PLAN REVIEW AND OTHER FEES														\$1,930,595	\$397,085	\$429,884	0.21	0.22
ESTIMATED OFFICIAL PAYMENTS CREDIT CARD PROCESSING COST														\$1,386	\$1,292			
TOTAL ALL ENVIRONMENTAL HEALTH PROGRAM FEES														\$395,699	\$428,592		0.20	0.22

NOTES:

2019 EH Annual Cost & Staff Time	\$1,930,595.00	3279.2	Staff Cost =	\$588.74	per day	\$84.11	per hr
2018 EH Annual Cost & Staff Time	\$1,791,519.00	3238.4	Staff Cost =	\$553.22	per day	\$79.03	per hr
2017 EH Annual Cost & Staff Time	\$1,739,419.00	3312.2	Staff Cost =	\$525.16	per day	\$75.02	per hr
2016 EH Annual Cost & Staff Time	\$1,596,354.00	3225.5	Staff Cost =	\$494.92	per day	\$70.70	per hr

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

2019 Revenue Submitted through Official Payments \$50,606.00 14% of total revenue

-\$32,894

Draft for BOH Review - May 2020
Table 3 - Environmental Health Division
Proposed Plan Review Fees Detail Sheet 2021

PROGRAM	FEES			# PLANS			LAST YEAR PLANS REVIEWED	TOTAL PROGRAM HOURS 2019	ESTIMATE D HOURS PER PLAN	COST PER PLAN REVIEW	PROGRAM COST		REVENUE		REVENUE / PROGRAM COST 2021 ESTIMATE
	2021 PROPOSED	2020 FINAL	2019 FINAL	2021-EST INVOICED	2019 APPROVED	2019 INVOICED					2019-or ESTIMATE	2021 ESTIMATE	\$2,021 ESTIMATE	2019 Final	
PUBLIC WATER SYSTEMS								98.8			\$5,467	\$6,771	\$4,990	\$5,760	0.91
Community Water System Facility < 100,000 gpd	\$450	\$450	\$450	0	1	1	2019		8.0	\$673	\$0	\$673	\$0	\$450	
Community Water System Facility ≥ 100,000 pgd	\$1,000	\$1,000	NA	0	na	na	na		20.0	\$1,682	\$0	na	\$0	na	
Water Main Ext < 5,000'	\$300	\$300	\$300	5	6	6	2019		4.0	\$336	\$1,682	\$2,019	\$1,500	\$1,800	0.89
≥ 5,000'	\$400	\$400	\$400	0	0	0	2018		6.0	\$505	\$0	\$0	\$0	\$0	
Cross-Connection Control	\$200	\$200	\$160	10	9	9	2019		3.5	\$294	\$2,944	\$2,649	\$2,000	\$1,440	0.68
Add per device	\$50	\$50	\$50	15		16	2019						\$750	\$800	
Non-Community Water System	\$210	\$210	\$210	2	3	3	2019		3.0	\$252	\$505	\$757	\$420	\$630	0.83
Water Storage Tank	\$500	\$500	\$230	0	0	0	2018		8.0	\$673	\$0	\$0	\$0	\$0	
Other Water System Modification	\$160	\$160	\$160	2	4	4	2019		2.0	\$168	\$336	\$673	\$320	\$640	0.95
FOOD SERVICE ESTABLISHMENTS											\$2,103	\$3,448	\$1,800	\$2,940	0.86
High and Medium Risk	\$210	\$210	\$210	5	9	9	2019	23.0	3.0	\$252	\$1,262	\$2,270.85	\$1,050	\$1,890	0.83
Low Risk	\$150	\$150	\$150	5	7	7	2019	13.5	2.0	\$168	\$841	\$1,177	\$750	\$1,050	0.89
Push Cart Medium/Low Risk	\$100	\$100	\$100	0	0	0	2015	0.0	1.0	\$84	\$0	\$0	\$0	\$0	
MOBILE HOME PARKS	\$460	\$460	\$460	0	0	0	2007	0.0			\$0	\$0	\$0	\$0	
Add per unit/lot	\$30	\$30	\$30	0	0	0	2007	0.0			\$0	\$0	\$0	\$0	
CAMPGROUNDS	\$200	\$200	\$200	2	2	2	2019		2.0	\$168	\$336	\$336	\$400	\$400	
SWIMMING POOLS/BATHING BEACHES	\$360	\$360	\$360	0	1	0	2019	6.0	6.0	\$505	\$0	\$505	\$0	\$0	
Swimming Pools > 5,000 sf	\$770	\$770	\$770	0	0	0	2008	0.0	12.0	\$1,009	\$0	\$0	\$0	\$0	
MASS GATHERING (NEW)	\$12,000	\$12,000	\$6,100	0	0	0	na	0.0	800.0	\$67,285	\$0	\$0	\$0	\$0	
MASS GATHERING (EXISTING)	\$5,000	\$5,000	\$2,250	1	1	1	2019	738.0	738.0	\$62,067	\$62,067	\$62,067	\$5,000	\$2,250	0.08
ON-SITE WASTEWATER TREATMENT SYSTEMS								115.0			\$9,420	\$12,279	\$5,740	\$8,920	0.61
0 - 499 gpd Design Rate	\$190	\$190	\$210	10	22	13	2019		4.0	\$336	\$3,364	\$7,401	\$1,900	\$3,780	0.56
500 - 999gpd Design Rate	\$230	\$230	\$260	8	6	11	2019		5.0	\$421	\$3,364	\$2,523	\$1,840	\$2,080	0.55
1,000 - 1,999 gpd Design Rate	\$340	\$340	\$375	1	1	1	2019		6.0	\$505	\$505	\$505	\$340	\$750	0.67
2,000+ gpd Design Rate	\$540	\$540	\$600	1	2	1	2019		10.0	\$841	\$841	\$1,682	\$540	\$1,200	0.64
Other OWTS Modificatons/Multiple Submissions	\$160	\$160	na	5	na	na	na		2.0	\$168	\$841	na	\$800	\$0	0.95
Holding Tank Plan Review & Initial Permit	\$160	\$160	\$160	2	2	6	2019		3.0	\$252	\$505	na	\$320	\$960	0.63
Collector Sewer < 5,000'	\$150	\$150	\$150	0	1	1	2019		2.0	\$168	\$0	\$168	\$0	\$150	
≥ 5,000'	\$250	\$250	\$250	0	0	0	na						\$0	\$0	
REALTY SUBDIVISION TOTAL								10.5			\$336	\$673	\$400	\$800	
REALTY SUBDIVISIONS *	\$800	\$800	\$800	0	0	0	2018		5.0	\$421	\$0	\$0	\$0	\$0	
Add per lot NYS filing fee	\$12.50	\$12.50	\$12.50	0	0	0	2018						\$0	\$0	
with Individual Water	\$35	\$35	\$35	0	0	0	2018		1.0	\$84	\$0	\$0	\$0	\$0	
with Individual OWTS	\$55	\$55	\$55	0	0	0	2018		1.0	\$84	\$0	\$0	\$0	\$0	
Subdivision Renewal	\$200	\$200	\$200	2	4	4	2019		2.0	\$168	\$336	\$673	\$400	\$800	1.19
Preliminary Development Review	\$400	\$400	\$400	0	0	0	2014		5.0	\$421	\$0	\$0	\$0	\$0	
Add per lot	n/a	n/a	n/a	0	0	0	2014		1.0	\$84	\$0	\$0	\$0	\$0	
OTHER PLAN REVIEW	\$160	\$160	\$160	2	0	0	2018		2.0	\$168	\$336	\$0	\$320	\$0	0.95
TOTAL PLAN REVIEW FEES											\$80,065	\$86,079	\$18,650	\$21,070	0.23

NOTES:

2019 EH Annual Cost & Staff Time	\$1,930,595.00	3279.2	Staff Cost =	\$588.74	per day	\$84.11	per hr
2018 EH Annual Cost & Staff Time	\$1,791,519.00	3238.4	Staff Cost =	\$553.22	per day	\$79.03	per hr
2017 EH Annual Cost & Staff Time	\$1,739,419.00	3312.2	Staff Cost =	\$525.16	per day	\$75.02	per hr
2016 EH Annual Cost & Staff Time	\$1,596,354.00	3225.5	Staff Cost =	\$494.92	per day	\$70.70	per hr

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

-\$2,420

Draft for BOH Review - May 2020
Table 4 - Environmental Health Division
Estimated vs Actual Revenue and Expenses

YEAR	ACTUAL			ESTIMATED			ACT REV / EST REV	ACT EXP / EST EXP
	REVENUE	EXPENSE	REV / EXP	REVENUE	EXPENSE	REV / EXP		
2015	\$380,593	\$1,567,839	24%	\$348,977	\$1,821,928	19%	109%	86%
2016	\$388,791	\$1,596,354	24%	\$358,974	\$1,650,820	22%	108%	97%
2017	\$397,275	\$1,739,419	23%	\$373,683	\$1,567,839	24%	106%	111%
2018	\$403,013	\$1,791,519	22%	\$373,356	\$1,596,354	23%	108%	112%
2019	\$428,592	\$1,930,595	22%	\$388,940	\$1,739,419	22%	110%	111%



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

May 15, 2020

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

**Re: Tompkins County Board of Health Draft Revised Resolution # EH-ENF-20-0006
Easy Wok, V-Lansing**

Dear Liang Yuan:

We have received your request to modify Resolution #EH-ENF-20-0006 to extend the deadlines for the penalty payment and submission of the food safety training certifications.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its Zoom Meeting scheduled for 12:00 p.m. (noon) on **Tuesday, May 26, 2020**. 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 by Friday, May 22, 2020, so that we can coordinate access to allow you to speak at the beginning of the Zoom Meeting.

In lieu of joining the Zoom Meeting to speak, you can submit a written statement for the Board of Health to consider by sending it to: tceh@tompkins-co.org . The meeting will also be broadcast through the Tompkins County YouTube Channel, which can be accessed through the following web address: <https://www.youtube.com/channel/UCkpJNVbpLLbEbhoDbTIEgSQ> .

Sincerely,

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

Enclosures – Draft Resolution, Resolution # EH-ENF-20-0006, and Request for Extension

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Easy Wok\Enforcement\2020\rev Draft Res 20-0006.docx
ec: Tompkins County Board of Health (via; Shelley Comisi and Karan Palazzo, TCHD)
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 Comisi
scan: Signed copy to Accela



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

DRAFT REVISED RESOLUTION # EH-ENF-20-0006 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 maintain potentially hazardous foods at or below 45°F during cold holding; **and**

Whereas, on March 26, 2019, Tompkins County Board of Health Resolution #EH-ENF-19-0007 ordered Easy Wok Restaurant Inc to store potentially hazardous food under refrigeration at or below 45°F; **and**

Whereas, on January 29, 2020, 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 below a temperature of 45°F during cold holding; **and**

Whereas, the Board of Health adopted Resolution #EH-ENF-20-006 on February 25, 2020, requiring a penalty payment of \$400 and submittal of food safety training certificates due by April 15, 2020; **and**

Whereas, on April 2, 2020, Easy Wok requested an extension for the payment of the penalty amount and submission of the training certificates for food service employees due to circumstances related to COVID-19; **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 July 15, 2020**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage; **and**
3. 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**
4. Ensure that at least two food service workers attend and successfully complete a food safety training course approved by the TCHD. The certificates documenting successful completion of the course must be submitted to the TCHD by **July 15, 2020**; **and**
5. After July 15, 2020, maintain at least one employee on-site during hours of operation, who has successfully completed the food safety training. In the event that a trained employee separates from employment, another employee must successfully complete an approved food safety course within 90 days. Training certificates must be retained and made available during an inspection; **and**
6. 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-20-0006 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 maintain potentially hazardous foods at or below 45°F during cold holding; **and**

Whereas, on March 26, 2019, Tompkins County Board of Health Resolution #EH-ENF-19-0007 ordered Easy Wok Restaurant Inc to store potentially hazardous food under refrigeration at or below 45°F; **and**


Whereas, on January 29, 2020, 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 below a temperature of 45°F during cold holding; **and**

Whereas, on January 29, 2020, Easy Wok Restaurant Inc, Owner, violated these provisions of the New York State Sanitary Code and Board of Health Orders #EH-ENF-19-0007; **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 April 15, 2020; and**
2. Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage; **and**
3. 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**
4. Ensure that at least two food service workers attend and successfully complete a food safety training course approved by the TCHD. The certificates documenting successful completion of the course must be submitted to the TCHD by **April 15, 2020; and**
5. After April 15, 2020, maintain at least one employee on-site during hours of operation, who has successfully completed the food safety training. In the event that a trained employee separates from employment, another employee must successfully complete an approved food safety course within 90 days. Training certificates must be retained and made available during an inspection; **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 February 25, 2020.


Frank Kruppa
Public Health Director

2/27/2020
Date

Skip Parr

From: Xiao Feng Liang <feng272@gmail.com>
Sent: Thursday, April 2, 2020 3:53 PM
To: Skip Parr
Subject: Easy Wok Extension Request

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Skip,

We just got off the phone and I am emailing you for documentation purposes. On behalf of Easy Wok Restaurant Inc, we would like to request an extension on a penalty payment (\$400) and two certificates that are originally due on April 15th in light of the current circumstances due to COVID-19. We, like everyone else, are not sure when we will be able to continue operating again. We would appreciate any extension your party finds appropriate.

Thank you so much for your help and service during such a difficult time. Wishing you and your family safety and good health.

Best,
Cynthia Chen
Xiaofeng Liang
Yuan Liang

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www.tompkinscountyny.gov/health/eh

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

CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 15, 2020

Christine & Scott Cutter
PO Box 330
Newfield, NY 14867

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-20-0008
Jim's Mobile Home Park, T-Newfield**

Dear Christine & Scott Cutter:

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its Zoom Meeting scheduled for 12:00 p.m. (noon) on **Tuesday, May 26, 2020**. 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 by Friday, May 22, 2020, so that we can coordinate access to allow you to speak at the beginning of the Zoom Meeting.

In lieu of joining the Zoom Meeting to speak, you can submit a written statement for the Board of Health to consider by sending it to: tceh@tompkins-co.org. The meeting will also be broadcast through the Tompkins County YouTube Channel, which can be accessed through the following web address: <https://www.youtube.com/channel/UCkpJNVbpLLbEbhoDbTIEgSQ>.

Sincerely,



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

Enclosures – Draft Resolution and Stipulation Agreement and Orders

pc: F:\EH\MOBILE HOME PARKS (MHP)\Facilities (MHP-4)\Jim's MHP\Enforcement\rev Draft Res 20-0008.docx
ec: Tompkins County Board of Health (via; Karan Palazzo & Shelley Comisi, TCHD)
CEO T-Newfield; Supervisor T-Newfield; David McKenna, TC Legislature; John Strepelis, P.E., NYSDOH; Garrett Cappon, NYSDOH; TCHD: Frank Kruppa, Public Health Director; Elizabeth Cameron, P.E., Director of EH; Joel Scogin; Adriel Shea; Skip Parr; Brenda Coyle
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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

DRAFT RESOLUTION # EH-ENF-20-0008

**Jim's Mobile Home Park
Christine & Scott Cutter, Owner/Operator
268 Smith Road, T-Newfield
Newfield, NY 14867**

Whereas, operators of public water systems are required to comply with Subpart 5-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, Jim's Mobile Home Park is a public water system and is also regulated as mobile home park under Part 17 of the NYSSC Subpart; **and**

Whereas, Subpart 5-1.51(b) of the NYSSC requires Jim's Mobile Home Park to submit radiological and disinfection byproducts sampling results at a frequency determined by the State and submit monthly total coliform sampling results to the Tompkins County Health Department (TCHD); **and**

Whereas, Jim's Mobile Home Park did not submit the September total coliform sample result, the radiological sample results, and the disinfection byproducts sample results for 2019 as required by the TCHD; **and**

Whereas, Christine Cutter, Owner/Operator, signed a Stipulation Agreement with Public Health Director's Orders on February 25, 2020, agreeing that Jim's Mobile Home Park violated this provision off the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Christine and Scott Cutter, Owners/Operators, are ordered to:**

1. Pay a penalty of \$500 for these violations, **due by July 15, 2020**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Submit monthly total coliform sample test results **by the 10th day of the following month; and**
3. Sample for radiological parameters (Gross Alpha, Radium-226 & Radium-228) **by June 30, 2020**, and submit a copy of the chain of custody showing that the samples have been collected to the Tompkins County Health Department (TCHD) **by July 7, 2020**. A copy of the sample results must be submitted to the TCHD within one week of receipt.
4. Sample for disinfection byproducts (THM's & HAA5's) **by August 31, 2020**, and submit a copy of the chain of custody showing that the samples have been collected to the Tompkins County Health Department (TCHD) **by September 7, 2020**. A copy of the sample results must be submitted to the TCHD within one week of receipt.
5. Submit the annual nitrate sample result by **January 10th of the following year; and**
6. Comply with all the requirements of Subpart 5-1 of the NYSSC.



Your Partner for a Healthy Community

RECEIVED
FEB 28 2020

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-20-0008

**Jim's Mobile Home Park
Christine & Scott Cutter, Owner/Operator
268 Smith Road, T-Newfield
Newfield, NY 14867**

I, Scott Cutter or Christine Cutter, as a representative for Jim's Mobile Home Park, agree that Jim's Mobile Home Park is in violation of Subpart 5-1.51(b) of the New York State Sanitary Code (NYSSC) for not submitting the following required sample results for 2019: September total coliform, radiological, and disinfection byproducts.

I agree to pay a penalty not to exceed \$500 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. Submit monthly total coliform sample test results **by the 10th day of the following month; and**
2. Sample for radiological parameters (Gross Alpha, Radium-226 & Radium-228) **by April 30, 2020**, and submit a copy of the chain of custody showing that the samples have been collected to the Tompkins County Health Department (TCHD) **by May 7, 2020**. A copy of the sample results must be submitted to the TCHD within one week of receipt.
3. Sample for disinfection byproducts (THM's & HAA5's) **by August 31, 2020**, and submit a copy of the chain of custody showing that the samples have been collected to the Tompkins County Health Department (TCHD) **by September 7, 2020**. A copy of the sample results must be submitted to the TCHD within one week of receipt.
4. Submit the annual nitrate sample result by **January 10th of the following year; and**
5. Comply with all the requirements of Subpart 5-1 of the NYSSC.

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: Christine Cutter Date: 2-25-2020

Scott and Christine Cutter are hereby ordered to comply with these Orders of the Public Health Director.

Signed: Brenda Gunnell Cushman Date: 3/2/2020
fr Frank Kruppa
Public Health Director

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

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

CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 15, 2020

Riley Brewer
1384 Dryden Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-20-0009
Brew 22 Coffee and Espresso, T-Dryden**

Dear Riley Brewer:

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its Zoom Meeting scheduled for 12:00 p.m. (noon) on **Tuesday, May 26, 2020**. 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 by Friday, May 22, 2020, so that we can coordinate access to allow you to speak at the beginning of the Zoom Meeting.

In lieu of joining the Zoom Meeting to speak, you can submit a written statement for the Board of Health to consider by sending it to: tceh@tompkins-co.org. The meeting will also be broadcast through the Tompkins County YouTube Channel, which can be accessed through the following web address: <https://www.youtube.com/channel/UCkpJNVbpLLbEbhoDbTIEgSQ>.

Sincerely,



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

Enclosures – Draft Resolution and Stipulation Agreement and Orders

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Brew 22 Cafe\Enforcement\2020\revised Draft Res 20-0009.docx
ec: Tompkins County Board of Health (via; Karan Palazzo & Shelley Comisi, TCHD)
CEO T-Dryden; Supervisor T-Dryden; Martha Robertson, TC Legislature; John Strepelis, P.E., NYSDOH; Garrett Cappon, NYSDOH; TCHD: Frank Kruppa, Public Health Director; Elizabeth Cameron, P.E., Director of EH; Adriel Shea; Kristee Morgan; Skip Parr; Brenda Coyle
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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

DRAFT RESOLUTION EH-ENF-20-009 FOR

**Brew 22 Coffee and Espresso
Riley Brewer, Owner/Operator
1384 Dryden Road, T-Dryden
Ithaca, NY 14850**

Whereas, operators of public water systems are required to comply with Subpart 5-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, Brew 22 Coffee and Espresso (Brew 22) is a public water system and is regulated as food service establishment Subpart 7-1 of the New York State Sanitary Code; **and**

Whereas, Subpart 5-1.51(b) of the NYSSC requires Brew 22 to submit quarterly total coliform sampling results and an annual nitrate sample result to the Tompkins County Health Department (TCHD); **and**

Whereas, Brew 22 did not submit the 2019 annual nitrate sample result and the 2019 total coliform sample results for the second and third quarters to the TCHD; **and**

Whereas, Riley Brewer, Owner/Operator, signed a Stipulation Agreement with Public Health Director's Orders on March 3, 2020, agreeing that Brew 22 violated this provision off the New York State Sanitary Code; **now therefore be it**

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

1. Pay a penalty of \$400 for these violations, **due by July 15, 2020.** (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Submit total coliform sample test results for each quarter of operation **by the 10th day of the following month; and**
3. Submit completed monthly operation reports of daily free chlorine residual readings **by the 10th day of the following month** for every month; **and**
4. Submit the 2020 annual nitrate sample result to the Tompkins County Health Department by **June 30, 2020; and**
5. Beginning in 2021, submit the annual nitrate sample result by **January 10th of the following year; and**
6. Comply with all the requirements of Subpart 5-1 of the NYSSC.



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

STIPULATION AGREEMENT AND ORDERS # EH-ENF-0009

**Brew 22 Coffee and Espresso
Riley Brewer, Owner/Operator
1384 Dryden Road, T-Dryden
Ithaca, NY 14850**

I, Riley Brewer, as a representative for Brew 22 Coffee and Espresso, agree that the Brew 22 Coffee and Espresso is in violation of Subpart 5-1.51(b) of the New York State Sanitary Code (NYSSC) for not submitting the required 2019 annual nitrate and total coliform sampling results for the second and third quarters of 2019.

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.)

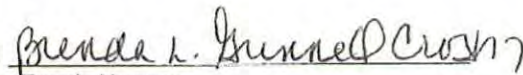
I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Submit total coliform sample test results for each quarter of operation **by the 10th day of the following month; and**
2. Submit completed monthly operation reports of daily free chlorine residual readings **by the 10th day of the following month** for every month; **and**
3. Submit the annual nitrate sample result by **January 10th of the following year; and**
4. Comply with all the requirements of Subpart 5-1 of the NYSSC.

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: 5/3/20

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

Signed:  Date: 3/3/2020
for Frank Kruppa
Public Health Director



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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CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 15, 2020

John Hamilton
John Joseph Inn
813 Auburn Road
Groton, NY 13073

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-20-0011
John Joseph Inn, T-Lansing**

Dear John Hamilton:

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its Zoom Meeting scheduled for 12:00 p.m. (noon) on **Tuesday, May 26, 2020**. 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 by Friday, May 22, 2020, so that we can coordinate access to allow you to speak at the beginning of the Zoom Meeting.

In lieu of joining the Zoom Meeting to speak, you can submit a written statement for the Board of Health to consider by sending it to: tceh@tompkins-co.org . The meeting will also be broadcast through the Tompkins County YouTube Channel, which can be accessed through the following web address: <https://www.youtube.com/channel/UckpJNVbpLLbEbhoDbTIEgSQ> .

Sincerely,

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

Enclosure – Draft Resolution, Stipulation Agreement and Orders

pc: F:\EH\TEMPORARY RESIDENCE (TR)\Facilities (TR-4)\John Joseph Inn\Enforcement\2020\rev Draft Res 20-0011.docx
ec: Tompkins County Board of Health (via; Karan Palazzo & Shelley Comisi, TCHD)
CEO T-Lansing; Supervisor T-Lansing; Mike Sigler, TC Legislature; John Strepelis, P.E., NYSDOH; Garrett Cappon, NYSDOH; TCHD: Frank Kruppa, Public Health Director; Elizabeth Cameron, P.E., Director of EH; Mik Kern; Adriel Shea; Kate Walker; Kristee Morgan; Skip Parr; Brenda Coyle
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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

DRAFT RESOLUTION # EH-ENF-20-0011 FOR

**John Joseph Inn
John Hamilton, Owner/Operator
813 Auburn Road, (T) Lansing
Groton, NY 13073**

Whereas, operators of public water systems are required to comply with Subpart 5-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, John Joseph Inn is a public water system with six service connections and is regulated as temporary residence under New York State Sanitary Code Subpart 7-1; **and**

Whereas, Subpart 5-1.51(b) of the NYSSC requires John Joseph Inn to submit quarterly total coliform sampling results to the Tompkins County Health Department (TCHD); **and**

Whereas, John Joseph Inn did not submit the 2019 total coliform sample results for the 2nd, 3rd, and 4th quarters to the TCHD; **and**

Whereas, John Hamilton, Owner/Operator, signed a Stipulation Agreement with Public Health Director's Orders on March 4, 2020, agreeing that John Joseph Inn 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 John Hamilton, Owner/Operator, is ordered to:**

1. Pay a penalty of \$500 for these violations, **due by July 15, 2020.** (Do Not submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Submit total coliform sample test results for each quarter of operation **by the 10th day of the following month; and**
3. Submit completed monthly operation reports of daily free chlorine residual readings **by the 10th day of the following month** for every month; **and**
4. Submit the annual nitrate sample result by **January 10th of the following year; and**
5. Comply with all the requirements of Subpart 5-1 of the NYSSC.



Your Partner for a Healthy Community

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

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STIPULATION AGREEMENT AND ORDERS # EH-ENF-20-0011

**John Joseph Inn
John Hamilton, Owner/Operator
813 Auburn Road, (T) Lansing**

I, John Hamilton, as a representative for the John Joseph Inn, agree that the John Joseph Inn is in violation of Subpart 5-1.51(b) of the New York State Sanitary Code (NYSSC) for not submitting required total coliform sampling results for the second, third, and fourth quarters of 2019.

I agree to pay a penalty not to exceed \$500 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.)*

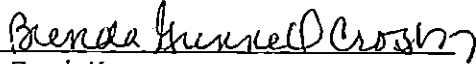
I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Submit total coliform sample test results for each quarter of operation **by the 10th day of the following month; and**
2. Submit completed monthly operation reports of daily free chlorine residual readings **by the 10th day of the following month** for every month; **and**
3. Submit the annual nitrate sample result by **January 10th of the following year; and**
4. Comply with all the requirements of Subpart 5-1 of the NYSSC.

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: 3/4/20

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

Signed:  Date: 3/3/2020
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

CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 15, 2019

Jay Bramhandkar
Garuda Hotels Inc
2303 N Triphammer Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-20-0013
Country Inn and Suites, T-Ithaca**

Dear Jay Bramhandkar:

Thank you for signing the Stipulation Agreement on March 18, 2020, for the pools at Country Inn and Suites.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its Zoom Meeting scheduled for 12:00 p.m. (noon) on **Tuesday, May 26, 2020**. 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 by Friday, May 22, 2020, so that we can coordinate access to allow you to speak at the beginning of the Zoom Meeting.

In lieu of joining the Zoom Meeting to speak, you can submit a written statement for the Board of Health to consider by sending it to: tceh@tompkins-co.org . The meeting will also be broadcast through the Tompkins County YouTube Channel, which can be accessed through the following web address: <https://www.youtube.com/channel/UCkpJNVbpLLbEbhoDbTIEgSQ> .

Sincerely,

for:

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

Enclosures – Draft Resolution, Stipulation Agreement and Orders, Request for Reduced Penalty, Flow Meter Receipt, and Case Summary

pc: F:\EH\POOLS-BEACHES (SBS)\Facilities (SBS-4)\TR Pools\Country Inn & Suites\Enforcement\Draft Resolution 20-0013.docx
ec: Tompkins County Board of Health (via; Shelley Comisi and Karan Palazzo, TCHD)
Barbara Raab, County Inn & Suites; CEO T-Ithaca; Supervisor T-Ithaca; Dan Klein, TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Mik Kern; Skip Parr; Brenda Coyle
scan: Signed copy to Accela



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
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DRAFT RESOLUTION # EH-ENF-20-0013

**Country Inn and Suites Main Pool and Spa Pool
Garuda Hotels Inc, Jay Bramhandkar, Owner/Operator
1100 Danby Road, T-Ithaca
Ithaca, NY 14850**

Whereas, the Owner/Operator of a Swimming Pool must comply with the regulations established by Subpart 6-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, it is a critical violation of Part 6-1 of the NYSSC to fail to maintain the minimum disinfection residual; **and**

Whereas, on February 4, 2020, and February 19, 20120, the Tompkins County Health Department inspected the Country Inn and Suites' Main and Spa Pools and observed the disinfectant residual below the minimum required levels for chlorine and bromine; **and**

Whereas, Barbara Raab, representative for Country Inn and Suites, signed a Stipulation Agreement with Public Health Director's Orders on March 18, 2020, agreeing that Country Inn and Suites 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 Garuda Hotels, Inc., Owner, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due by July 15, 2020**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain the bromine level of the Main Pool between 1.5 mg/l and 6.0 mg/l, and pH must be measured between 7.2-7.8 at all times when in use; **and**
3. Maintain the bromine level of the Spa Pool between 3.0 mg/l and 6.0 mg/l, and pH must be measured between 7.2-7.8 at all times when in use; **and**
4. Repair or replace the flow meters on both the Main Pool and Spa Pool to ensure accurate flow meter reading can be obtained to assess turnover rates; **and**
5. Complete Monthly Operating Reports for both the Main Pool and Spa Pool documenting bromine and pH levels at least three times a day. The reports must be submitted to the Tompkins County Health Department by the 10th day of the following month; **and**
6. Comply with all the requirements of Subpart 6-1 of the New York State Code for Swimming Pools.



Your Partner for a Healthy Community

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

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

STIPULATION AGREEMENT AND ORDERS # EH-ENF-20-0013

**Country Inn and Suites Main Pool and Spa Pool
Garuda Hotels Inc, Jay Bramhandkar, Owner/Operator
1100 Danby Road, T-Ithaca
Ithaca, NY 14850**

I, Jay Bramhandkar, as a representative for Country Inn and Suites, agree that on February 4, 2020, and February 19, 2020, the Country Inn and Suites was in violation of Subpart 6-1 of the New York State Sanitary Code for failure to maintain the minimum disinfection levels for the Main and Wading swimming pools.

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 the bromine level of the Main Pool between 1.5 mg/l and 6.0 mg/l, and pH must be measured between 7.2-7.8 at all times when in use; **and**
2. Maintain the bromine level of the Spa Pool between 3.0 mg/l and 6.0 mg/l, and pH must be measured between 7.2-7.8 at all times when in use; **and**
3. Repair or replace the flow meters on both the Main Pool and Spa Pool to ensure accurate flow meter reading can be obtained to assess turnover rates; **and**
4. Complete Monthly Operating Reports for both the Main Pool and Spa Pool documenting bromine and pH levels at least three times a day. The reports must be submitted to the Tompkins County Health Department by the 10th day of the following month; **and**
5. Comply with all the requirements of Subpart 6-1 of the New York State Code for Swimming Pools.

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: Barbara J. Paul Date: March 18, 2020

Garuda Hotels Inc is hereby ordered to comply with these Orders of the Public Health Director.

Signed: Brenda Ann O'Crush Date: 5/7/2020
Frank Kruppa
Public Health Director

Skip Parr

From: Barbara Raab <braab@garudahospitality.com>
Sent: Thursday, March 19, 2020 1:37 PM
To: Skip Parr
Subject: Country Inn & Suites Stipulation Agreement and Orders # EH-ENF-20-0013
Attachments: Country Inn & Suites Stipulation & Orders EH-ENF-20-0013.pdf

Hi Skip,

Country Inn & Suites would like to respond to the Stipulation Agreement and Order EH-ENF-20.

We are asking for forgiveness of, or reduced penalty based on the following:

We have contracted Coral Isle pools for pool maintenance.

The flow meter was replaced and invoice is attached.

Our forms are up to date.

Given the economic impact of Cov19 any penalty imposed impacts our ability to pay our employees.

As of today, Radisson had required that all of their hotels close pools and spas until further notice.

Your consideration during these trying times is appreciated.

Kindest regards,

Barbara Raab

Country Inn & Suites By Radisson®

Ithaca, NY

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c: +1 (757) 681-7097

e: cx_itny@countryinns.com

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Econo Lodge

Ithaca, NY

p: +1 (607) 257-1400 f: +1 (607) 257-6359

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2303 N. Triphammer Road, Ithaca, NY, 14850, US

econolodge.com/ny127



Coral Isle Pools & Spas, Inc.

2535 Vestal Parkway East
Vestal, NY 13850
Phone: 607-729-6176
Fax: 607-729-0351
Email: coralisle@stny.rr.com
Web: www.coralisleepools.com

Invoice

Salesperson 1: Kristl

Sales Type: Maintenance
Revenue Center: Maintenance - Pool

Created: 2/24/2020 9:44:19 AM
Completed: 3/9/2020 3:47:13 PM
Register: ACCOUNTING

Customer Id: 5960

Invoice 74230

COUNTRY INN & SUITES
1100 DANBY RD

H: (607) 256-1100

C: 607-257-7522 JAY-OWNE

W:

F: 607-256-1200

ITHACA, NY 14850

Email: braab@garudahospitality.com

WEEKLY POOL MAINTENANCE

JoeyF
2/24/2020

Qty	Part Number	Description	Price	Discount	Amount
1	BLU-56-4036	F-30200P 2" FLOW METER	147.04		147.04
1	145MAINTENANCE	MAINTENANCE \$145 FLAT RATE	145.00		145.00
Sub Total					\$292.04
Total					\$292.04
State Tax					\$0.00
City/County Tax					\$23.36
Amount Due					\$315.40
Amount Paid					\$0.00
Balance					\$315.40

Special Comments: 2/24/20: COMPLETE MAINTENANCE, CLEANED AND CHANGED OUT ONE FLOW METER
TECH: JOE F.
SANITIZER: .06
pH: 7.4

SPA
SANITIZER: 0
pH: 7.4
ALKALINITY: 100
WATER LOOKS: CLOUDY

Past Due accounts will be charged an interest at a rate of 1.5% per month or a \$25.00 late fee, whichever is greater.

PAYMENT-DUE UPON RECEIPT

Customer is responsible for all collection fees if the account is turned over to our Collection Agency.

If you would like to pay on your invoices with your credit card, please sign up for our NEW online Bill Pay!

Thank you for your business.

AGREEMENT-OF-SALE:

The fee for Maintenance service is a \$85 to \$170 per hour Flat Fee (1 MAN). There is a 1 Hour minimum charge.

Our service charge is made to cover much of the overhead in bringing the serviceman or installers to your home. It is used to pay for overhead in the form of payroll and payroll taxes, liability insurance, vehicle costs, workers compensation, etc.

Installation or service calls are payable by cash, check or credit card.

ENVIRONMENTAL HEALTH DIVISION
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CASE SUMMARY – FOR RESOLUTION # EH-ENF-20-0013

Country Inn and Suites Pool and Spa Pool
Jay Bramhandkar, Operator
1100 Danby Rd., T-Ithaca
Ithaca, NY 14850

Main Pool

Date	Action
02/19/2020	Re-inspection by TCHD. Bromine residual observed to be inadequate. The pool was closed pending adequate disinfection and reinspection. Unable to locate monthly operating reports for pool.
02/04/2020	Field Visit by TCHD. Violation cited previously was corrected, the pool was reopened.
02/04/2020	Inspection by TCHD. Violation: The pH of the pool was observed to be too high. The pool was closed during the inspection.
09/10/2019	Inspection by TCHD. Violation:
03/16/2019	Field Visit by TCHD. Violation cited previously was corrected.
03/13/2019	Inspection by TCHD. Violation: The pH of the pool was observed to be too high. The pool was closed pending restoration of pH to appropriate level and reinspection.
01/08/2018	Inspection by TCHD. No critical violations cited. Bromine level observed to be too high, pool was closed to restore level to an appropriate level.
04/06/2017	Inspection by TCHD. No critical violations cited. Bromine level observed to be too high, pool was closed to restore level to an appropriate level.
03/14/2016	Inspection by TCHD: No critical violations cited.
12/02/2015	Inspection by TCHD. No critical violations cited.

Spa Pool

Date	Action
02/19/2020	Re-inspection by TCHD. Violation: The bromine residual level was observed to be inadequate. The pool was closed during the inspection. A re-inspection is required.
02/04/2020	Inspection by TCHD. No critical violation cited during the inspection. The bromine level was observed to be too high. The level was restored during the inspection. Operator unable to locate monthly operating reports for pool.
09/10/2019	Field Visit by TCHD. No critical violations cited.
03/16/2019	Re-inspection by TCHD. Violation cited previously was corrected.
03/13/2019	Inspection by TCHD. Violation: Bromine residual was observed to be inadequate. The pool was closed pending adequate disinfections levels and reinspection.
01/08/2018	Inspection by TCHD. No critical violations cited. Bromine level observed to be too high, the residual level was restored to an appropriate level during the inspection.
04/06/2017	Inspection by TCHD. No critical violations cited.
03/15/2016	Re-inspection by TCHD. Violations cited previously were corrected.
03/14/2016	Inspection by TCHD. Violation: Bromine residual observed to be inadequate. The spa was closed pending adequate disinfection and reinspection.
12/02/2015	Inspection by TCHD. No critical violations cited.

Inclusion Through Diversity