



Meeting Agenda

TCBOH Meeting June 25, 2024

12:00	I.	Call To Order	Dr. Christina Moylan, Board President
12:01	II.	Privilege Of the Floor	Anyone may address the Board. 3 minutes per person.
12:04	III.	Approval Of Minutes	Board Members (April 23 and May 28 meetings)
12:06	IV.	Financial Summary	Jeremy Porter, Fiscal Administrator
12:09	V.	Medical Director's Report	Dr. William Klepack, Medical Director
12:12	VI.	Commissioners Shared Report	Frank Kruppa, Whole Health Commissioner
12:15	VII.	Division Highlights Reports	<ul style="list-style-type: none">• Community Health (Rachel Buckwalter)• Health Promotion Program (Samantha Hillson)• Children with Special Care Needs (Jessica Clark Manderville)• Environmental Health (Elizabeth Cameron)

12:30 VIII. [New Business](#)

ENVIRONMENTAL HEALTH (EH) (20 MINS.)

ENFORCEMENT ACTIONS:

1. Draft Resolution #EH-ENF-24-0006 - Brew 22 Coffee and Espresso, Violations of Subparts 5-1 of the New York State Sanitary Code (Public Water) (Postponed from April and May – penalty deadline modified) (5 mins.)
2. Draft Resolution #EH-ENF-24-0003 - Hanshaw Village MHP, Violation of Part 17 & Subpart 5-1 of the New York State Sanitary Code (Mobile Home Park/Public Water) (Postponed from May – deadlines modified) (5 mins.)
3. Draft Resolution #EH-ENF-24-0008 - D.P. Dough Ithaca, Violations of Subparts 14-1 of the New York State Sanitary Code (Food Service) (5 mins.)
4. Draft Resolution #EH-ENF-24-0009 - Holiday Inn Express Pool - Violations of Board of Health Orders and Subpart 6-1 of the New York State Sanitary Code (Swimming Pool) (5 mins.)

ADMINISTRATION: (15 MINS)

1. EH Refund Policy (Postponed from May) (5 min)
2. EH Fees 2025 (Postponed from May – if discussion is needed) (5 min)
3. Onsite Wastewater Treatments System (OWTS) Waiver Request - 175 Williams Glen Road, Ithaca (5 min)

1:05 IX. Adjournment

APPROVAL OF MINUTES

Tompkins County Board of Health
April 23, 2024
12:00 Noon
Rice Conference Room and via Zoom

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

Staff: Frank Kruppa, Commissioner; Brenda Grinnell Crosby, Deputy Public Health Director; Harmony Ayers-Friedlander, Deputy Commissioner of Mental Health Services; Adriel Shae, Senior Environmental Health Specialist; Rachel Buckwalter, Director of Community Health; Samantha Hillson, Director of Health Promotion Program; Jessica Clark Mandeville, Director of Children with Special Care Needs; Zoe Lincoln, Whole Health Planner; and Karan Palazzo, LGU Administrative Assistant.

Excused: Andreia de Lima, MD

Guests: Jimmy Jordan, Ithaca Voice; Trung Vu, Ithaca College Physician Assistant student

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

Privilege of the Floor: None

Approval of March 25, 2024, Minutes: Ms. Merkel moved to approve March 25, 2024, minutes; second by Mr. Ravinder. The vote to approve the March 25, 2024, meeting minutes as written was unanimous; the motion carried.

Financial Summary: Mr. Kruppa reported on behalf of Mr. Porter who is out on medical leave. The staff is working on finalizing the 2023 budget.

Medical Director's Report and Discussion: Dr. Klepack had nothing to add to his written report.

Administration Report: Mr. Kruppa reported that the County is updating the webpage which includes Whole Health and should be fully launched by the end of the calendar year without interruption in accessing the BOH public documents. County Finance is updating the process of purchasing requirements for Request For Proposals (RFP).

Division for Community Health (DCH) Report: Ms. Buckwalter had nothing to add to her written report. DCH is looking to fill the senior nurse position and asked for referrals or recommendations.

Health Promotion Program Report: Ms. Hillson reported that community visioning boards have been displayed throughout the County for community residents to provide input to the Tompkins County Community Health Improvement Process (CHI Tompkins). Virtual and live events are being held for more engagement and input from the community with a focus on the two questions below.

1. What is their ideal vision for the vision for the health of our community?
2. What do they feel are the overlapping identities that make up our community?

The summary of input and ideas collected will shape the one vision statement to guide the CHI Tompkins process.

Children with Special Care Needs (CSCN) Report: Ms. Clark Manderville reported they are interviewing for a speech-language therapist in-house position. The new billing platform the state is launching (Early Intervention Hub) will launch on October 15th of this year. Mr. Kruppa added that they are looking to submit an alternative proposal to County Administration that would allow the hiring of more needed speech therapists for the County through other funding or a stipend due to insufficient State funding, despite a 5% rate increase from the State budget.

Environmental Health Report: Mr. Shea had nothing to add to the written report. Ms. Black asked to explain fees regarding a fee to a homeowner. He described the standard fees and noted that it is uncommon to see replacement system plans from an outside engineer to do the work that the Health Department requires unless EH needs to make a referral to an outside engineer due to extreme complexity. Mr. Shea is unsure how the homeowner found out there was a problem with their sewage system and there are no reduced fees for an outside engineer.

Ms. Black moved to refund the homeowner the permit \$190 fee; seconded by Mr. Ravinder.

Discussion: The homeowner has the option to use an outside engineer/contractor. The EH fee schedules, processes, and contract information have always been listed on the website. Mr. Kruppa added that EH thoroughly explained the process to the homeowner and they were receptive but the EH team will look further into the matter. He feels it may have been a misunderstanding between the homeowner and the contracted engineer.

Four were opposed to refunding the permit fee, and three were in favor; the motion failed to pass.

ENVIRONMENTAL HEALTH

Enforcement Actions:

Draft Resolution #EH-ENF-24-0002 – Ithaca Press, Violations of Subpart 14-1 of the New York State Sanitary Code (Food Service) – Ms. Merkel moved to accept the motion as written; seconded by Dr. Koppel.

No discussion.

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

Draft Resolution #EH-ENF-24-0006 – Brew 22 Coffee, Violations of Subpart 5-1 of the New York State Sanitary Code (Public Water) – Ms. Black moved to accept the motion as written; seconded by Ms. Touchton.

Discussion: Ms. Merkel asked for an explanation of the fees. Mr. Kruppa could not fully explain all the fines totaling \$8,700 in significant multiple violations that include unverifiable water sample reports and many other missed reports.

It was decided that this matter be tabled and heard again at next month's meeting.

OTHER ACTIONS

Encampment Notice of Violation Update:

Mr. Kruppa shared an update on the encampment situation that resulted in the issuance of a Notice of Violation to the City of Ithaca and the railroad in the area bordering Tabor Street and the railroad tracks which negatively impacts the waterways. The City and the railroad responded well and agreed to develop a plan and clean up the affected area. The notice of violation gave both entities 30 days to submit the plan to Environmental Health from the issuance of the violation. He added that the City recently posted keep-out signs, and some cleanup has begun and looks forward to a sustainable proposal from the City for the land to be sanitarily maintained.

Whole Health's Overdose Follow-Up Presentation:

Mr. Kruppa provided a follow-up and update on Whole Health's response, data collection, and communication strategies related to opioid overdoses.

Tompkins County opioid information, data, and resources can be found on the Whole Health webpage at [Opioid Use and Resources | Tompkins County NY](#).

Communication strategies include issuing press releases on topics of mental health and substance use disorder issues in the community, alerting the community of fentanyl being laced in drug supplies, updating the community, informing about available resources, avenues of support, community initiatives, Requests for Proposals (RFPs), data on opioid-related overdose deaths regularly, via TV, radio, and newspapers.

Data is posted regularly on the website with a recent posting around demographics on unintentional overdose deaths.

911 Call for Overdose Emergency - The 911 Center provides overdose/poisoning call data based on the type of emergency. The Community Justice Center, which is involved in public safety reform, recently put out a data page that has more information about the 911 Call Center. The Sheriff's Office and the Ithaca Police Department also have data on their web pages.

Drug-Related Deaths Data - Based on records filed by the Tompkins County Medical Examiner. The data is an aggregate of the last five years (2019 – 2023) identified by a variety of demographics.

Unintentional Fatal Overdoses – Includes those for which the manner of death is classified as an accident and substance identified in a toxicology screening is ruled as the immediate cause of death. The data was broken down into several categories. He noted that individuals working in food service under the

occupation category were higher than expected and this identified population group will be investigated and addressed differently as they are disproportionately affected.

They are looking at non-fatal overdoses with conversations with Cayuga Health Partners to get their data on individuals entering the emergency room.

Drug-Related Deaths – Includes all deaths in which drugs are involved. In these cases, the immediate cause of death is not or not solely drugs, and drugs are often listed under “Other significant contributions.” These also include those in which the manner of death is not ruled as an accident.

Opioid Quarterly Reports - The summary of Tompkins County Data Published April 2024 is slightly behind as it comes from New York State quarterly but helps in how resources are targeted.
Community Health Improvement Plan (CHIP) – Mr. Kruppa reviewed the community plan areas of CHIP which focused on Promoting Well-Being and Preventing Substance Use Disorders and Mental and Substance Use Disorders Prevention and their goals.

The community plan is designed to be a road map of how the community addresses issues and how we can help improve them. CHIP 2022 – 2024 can be found on the webpage at [CHACHIP2022-TompCo-TOC-CHIP.pdf \(tompkinscountyny.gov\)](#).

The Tompkins Mental Hygiene Local Services Plan for 2024-2028 was developed by a workgroup composed of the Chair of the Community Services Board, the Chair and Co-Chairs of the Mental Health, Substance Use and Developmental Disabilities Subcommittees, and the Director of Community Services. The workgroup solicited feedback from community members, local provider agencies, and the Community Service Board and subcommittee members through a Local Services Plan Priority Needs Survey conducted in May and June 2023. The Local Services Plan can be found at [Tompkins County Whole Health Local Services Plan \(tompkinscountyny.gov\)](#)

Local Services Plan Goal Areas:

1. Workforce
2. Housing
3. Crisis Services
4. Cross System Services
5. Non-Clinical Supports
6. Adverse Childhood Experiences
7. Transition Age Services

The biggest challenge is the shortage of available workers including social workers, psychiatrists, peers, etc. from the research and work of Developmental Disabilities, Mental Health, and Substance Use subcommittees. Housing is a primary problem.

New Initiatives

- Expanded Opioid Overdose Prevention Program from Green Street to Brown Road
- Launched Dual response CARE Team program with the Sheriff’s Office and Ithaca Police Department
- Received pilot funds from OMH to Outreach Worker program to rural parts of the county

- Advocate for and received funds from TC legislature to continue the program
- Facilitate an RFP process to find a vendor to administer the program
- Facilitated County Opioid Settlement Funds Task Force distribution of \$725,000 to community organizations
- Led the Community Services Board to create a rapid housing and crisis services program using Opioid Settlement Funds

The next meeting is Tuesday, May 28th, 2024 @ noon.

The meeting adjourned at 1:15 pm

Tompkins County Board of Health
May 28, 2024
12:00 Noon
Rice Conference Room and via Zoom

Present: Christina Moylan, Ph.D., President; Melissa Dhundale, MD, Vice-President; Andreia de Lima, MD; Susan Merkel; and Shawna Black (Zoom)

Staff: Frank Kruppa, Commissioner; Brenda Grinnell Crosby, Deputy Public Health Director; Harmony Ayers-Friedlander, Deputy Commissioner of Mental Health Services; Samantha Hillson, Director of Health Promotion Program; Skip Parr, Senior Environmental Health Specialist; Zoe Lincoln, Whole Health Planner; Brenda Coyle, Administrative Coordinator of Environmental Health; and Karan Palazzo, LGU Administrative Assistant.

Excused: Samara Touchton; Edward Koppel, MD.; and Ravinder Kingra.

Guests: Megan Zevez, Ithaca Voice

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

Privilege of the Floor: None

Approval of April 22, 2024, Minutes: A quorum was not met and the April 22, 2024, minutes could not be approved. The meeting moved forward with discussions of the agenda items.

Financial Summary: Mr. Kruppa reported on behalf of Mr. Porter, who is on medical leave. He reported that the first quarter financials are on track but are below schedule on expenses.

Medical Director's Report and Discussion: Dr. Klepack referred to the reported Avian influenza cases, which continue to be an issue but reported that there have been no additional human cases. Pasteurized milk is safe to drink and advises against consuming raw or unpasteurized milk.

Administration Report: Mr. Kruppa reported that the New York State Public Health Partnership Conference will be held at the new "Ithaca Downtown Conference Center" on Green Street in 2025.

Division for Community Health (DCH) Report: Ms. Buckwalter was not present.

Health Promotion Program Report: Ms. Hillson reported that there will be a kickoff event for the Community Health Improvement Process (CHIP) on June 7th to explain the process, planning, structure, and framework (MAP 2.0) and provide an overview of the past six months.

Children with Special Care Needs (CSCN) Report: Ms. Clark Manderville was not present.

Environmental Health (EH) Report: Mr. Parr introduced EH Administrative Coordinator, Brenda Coyle who is extremely instrumental in compiling the fees and managing EH's data.

Highlighted Updates:

- Boil Water Order – EH meets with the Village of Dryden on the boil water order for an after-action review to coordinate communication across agencies
- City Encampment – EH received a request for a copy of the City’s work plan for the encampment. The City’s work plan is currently under review and once finalized it will be released
- Referenced handout on draft resolution # ENF-24-0006 Brew 22 Coffee & Espresso
- Referenced handout Recommended Environmental Health Division Fees for 2025

Mr. Kruppa responded to a concern of the campers by the inlet and said that they are aware of the campers and there are no violations but will continue to monitor. The City’s plan is inclusive of the City zone project and the next area of focus is around Nate’s.

Refund Policy Revisions and Proposed Environmental Health Fee Schedule 2025 Discussions:

Refund Policy Revisions:

- Eliminate the \$20 fee for a refund

Proposed Environmental Health Fee Schedule 2025 Revisions:

- Other Fees - Eliminate \$25 refund request (within 6 months of receipt)
- On-Site Wastewater Treatment & Development Fees
 - Add Replacement with an Engineer Plan; No Site Evaluation with a proposed fee of \$175
 - Increase large on-site wastewater treatment systems fees by 10%
 - 1,000 – 1,999 gallons = \$375
 - 2,000+ gallons = \$590

Mr. Kruppa noted that the subsequent online documents and hard copies of the fee schedules show that the cost recovery calculation is very small.

Dr. Moylan stated that she will not be able to attend the June 2024 BOH meeting and agrees with the 2025 refund policy revisions and the proposed EH fee schedule fines discussed.

The next meeting is Tuesday, June 25th, 2024 @ noon.

The meeting adjourned at 12:45 pm

FINANCIAL SUMMARY

May 2024 Report | BOH Meeting June 25, 2024

See following page

MEDICAL DIRECTOR REPORT

May 2024 Report | BOH Meeting June 25, 2024

Avian influenza update

There have now been 3 human cases. Two in Michigan and one in Texas. None have been epi-linked. The farmworker in Michigan who was the latest case had a cough and sore throat in addition to conjunctivitis. Due to these expanded symptoms, concern has heightened regarding person-to-person transmission. So far, no secondary cases have been detected. The death of a Mexican was traced to H5N2 not to H5N1. That situation is also being closely monitored. No human cases or infected herds have been detected in New York State.

Milk and milk products that are pasteurized continue to be safe.

For the public to be protected avian influenza must be tracked and cases investigated. These fundamental steps have been hampered by key states refusing to allow the CDC and the Department of Agriculture to conduct studies. In addition, dairy industry businesses have been reluctant due to impacts on their businesses. The impacts are in at least two areas:

1. Cost of testing workers, cows, and milk,
2. Loss of milk when a herd is infected (the milk production and milk quality per cow infected decreases.)

To encourage participation, they must receive support from society. The measures and supports created so far are:

1. Limiting the interstate movement of lactating dairy cattle from April 29 forward.
2. Economic assistance for producers with H5N1-affected premises to improve on-site biosecurity in order to reduce the spread. Financial support (up to \$2,000 per affected premises monthly) for producers supplying PPE to employees and/or providing uniform outerwear laundering.

Support producers in biosecurity planning and implementation.

Provide support (up to \$1,500 per affected premises) to develop biosecurity plans based on existing secure milk supply plans. This includes recommended enhanced biosecurity for individuals who frequently move between dairy farms – milk haulers, veterinarians, feed trucks, AI technicians, etc. In addition, USDA will provide a \$100 payment to producers who purchase and use an in-line sampler for their milk system.

3. Financial support **for producers, and workers** who participate in the study are also eligible for financial incentives to compensate them for their time, regardless of whether the study is led by federal, state, or local public health professionals.

4. The USDA is taking steps to make **available financial tools for lost milk production** in herds affected by H5N1. **Provide funding for heat treatment to dispose of milk in a bio-secure fashion.**

If a producer establishes a system to heat treat all waste milk before disposal, USDA will pay the producer up to \$2,000 per affected premises per month.

5. **Reimburse producers for veterinarian costs associated with confirmed positive H5N1 premises.** This provides support to producers to cover veterinary costs necessarily incurred for treating cattle infected with H5N1, as well as fees for veterinarians to collect samples for testing. This can include veterinary fees, and/or specific supplies needed for treatment and sample collection. Veterinary costs are eligible to be covered from the initial date of positive confirmation at NVSL for that farm, up to \$10,000 per affected premises.
6. **Offset shipping costs for influenza A testing at laboratories in the National Animal Health Laboratory Network (NAHLN).** USDA will pay for the cost of shipping samples to NAHLN labs for testing. USDA will pay actual shipping costs, not to exceed \$50 per shipment for up to 2 shipments per month for each affected premises. Testing at NAHLN laboratories for samples associated with this event (e.g., pre-movement, testing of sick/suspect animals, samples from concerned producers) is already being conducted at no cost to the producer.
7. **Compensate producers for loss of milk production.** USDA is taking steps to make funding available to compensate eligible producers with positive herds who experience loss of milk production. While dairy cows that have been infected with H5N1 generally recover well, and there is little mortality associated with the disease, it does dramatically limit milk production, causing economic losses for producers with affected premises. USDA can support farmers with the ELAP program to offset some of these losses. This compensation program is distinct from the strategy to contain the spread.
8. **Work with states to limit the movement of lactating cattle.** Additionally, USDA will work with and support the actions of States with affected herds as they consider movement restrictions within their borders to further limit the spread of H5N1 between herds to reduce further spread of this virus.

USDA will make \$98 million in existing funds available to APHIS to fund these initiatives. If needed, USDA has the authority, with Congressional notification, to make additional funds available.

Topics covered Wednesday mornings on WHCU:

- **Avian influenza:** 3 separate interviews covering the what, how, and why of the problem
- **Rabies:** An update for the public with a special mention of the coyote concern around the six-mile creek and the raccoon babies taken in after their mother died in the Town of Lansing
- **Beethoven, lead, and public health:** 200 years of protecting the public from toxins such as lead, and food adulterants

COMMISSIONER SHARED REPORT

May 2024 Report | BOH Meeting June 25, 2024

Whole Health Highlights

- Our Summer All-Staff meeting will take place June 26th at our Brown Rd. Location. We're excited to have professor and author Vanessa Bohns joining us as our Keynote Speaker. She will be presenting on the power of our influence and how to use it for good. We're also excited to partner with REACH to offer Naloxone/Narcan training for all our staff on the day of this event, among other professional development and networking sessions/activities.
- The first iteration of the NYSPHC Fellowship program will be concluding at the end of this month (June 28th), and we will be saying goodbye to many of our fabulous fellows. They have all done such incredible work for Whole Health during their time with us, and we all wish them the very best on the next steps in their careers.
- The Whole Health Internship program has been live for several months, and we've had a number of applications come through, which has been very exciting! We have been able to bring on board an intern in Health Promotions and hope to bring on more over the coming months.

Shared Topics Update

Strategic Planning/Merger

CULTURE:

Align the organization around our shared mission and values-based culture to create an empowered, engaged, and cohesive team.

- The Diversity, Equity, Inclusion, and Belonging (DEIB) Cross Functional team (CFT) has revised their charter document following a thorough review of their recommendations and the feedback provided by the Senior Leadership Team (SLT). The team, largely comprising the same dedicated staff members, has relaunched with renewed commitment. This iteration marks a significant step forward in integrating DEIB principles and our overarching vision into the fabric of our organizational culture.

INTEGRATION:

Merge the department structures to become one organization and increase our ability to better serve our clients and community.

- Our 4 fresh CFTs have been launched and are in the process of scheduling their first meetings! Each team consists of staff members from both locations coming together to work on universal goals.

- The Client-Needs CFT is in the initial stages of its formation. The primary objective of this group is to gain a better understanding of our clients' needs and to develop an enhanced intake process that accommodates these needs, particularly for clients utilizing multiple services. During the recent CFT Kick-off meeting, the team deliberated on which perspectives might be underrepresented within the group. To address this, they plan to engage additional staff members before the first formal meeting.

SERVICES:

Coordinate our services and capabilities to support the whole person and integrate prevention techniques to holistically improve health outcomes.

- The Internal-efficiency CFT has initiated its work as well! The primary objective of this group is to refine our workflows and identify opportunities for enhancement within our internal processes and protocols. By streamlining our services, we aim to serve our community more effectively. This team has already held its first meeting on 6/12!

CSB Update

- [CSB meeting dates, agenda, and minutes](#) on the TCWH website.

DIVISION FOR COMMUNITY HEALTH

May 2024 Report | BOH Meeting June 25, 2024

tompkinscountyny.gov/health/chs

Highlights

COMMUNICABLE DISEASE

- Review of notable CD investigations in May:
 - Campylobacteriosis- two cases: one with chronic GI problems, one with questionable source of infection, ate out at restaurant in neighboring county
 - Giardia- one case: eats out often, was in PA, Toronto and NYC, took medication which helped Sx improve
 - Yersiniosis- one case: chronic GI problems, traveled to Columbia, also ate venison
 - Dengue- one case in a child; part of family that had traveled to Guadalupe and all got it
 - Shigellosis- one case: co-infected with Campylobacter, r/o unpasteurized milk, ate out at restaurant in neighboring county.
 - Anaplasmosis- seven cases: age range 39-72: most serious 72yo hospitalized at Upstate for 6 days
 - Babesiosis- one case: chronic health problems, hospitalized for 7 days
 - Haemophilus Influenzae not type B – one case: 79 yo very ill with multiple co-morbidities, came from nursing home, deceased.
 - Tick borne diseases:
 - Rise in Lyme Disease: May 2024 - 50 cases compared to May 2023 – 22 cases
 - Anaplasmosis: about the same for May 2024 vs May 2023
 - Babesiosis: May 2024 -1 case and May 2023 – none

STAFFING

- Recruitment efforts in March/April resulted in three offers being made to three nurse candidates. All offers were declined.
- A new round of recruitment for two Community Health Nurse vacancies and one Senior Community Health Nurse vacancy will be starting.
- Retired CHS nurses Karen LaCelle and Karen Bishop will be working per diem to fill the staffing gap until we can hire into our open full time positions.
- CHS fellow Dorota Kossowska completed her fellowship in CHS. Her last day was May 24th. She will be missed and we wish her the best on her next career step—nursing school at SUNY Binghamton.

IMMUNIZATIONS

- CHS Director Rachel Buckwalter attended the Statewide Immunization Conference in Albany on May 16-17. This conference focused on the workplan for the Immunization Action Plan grant. Rachel was able to network with nurses working in immunizations in other counties and hear from NYSDOH officials on their priorities for immunization programs.

WIC

- In May the WIC Director, Michelle Hall attended the 2024 NYS WIC Managers workshop. The conference focused on embracing the future of the WIC program, implementing high quality in-persons and services, advancing equity in the WIC program and strategies for enhancing recruitment and retaining current employees.
- The Farmers Market Nutrition Program (FMNP) started June 1st and will continue through September 30th. Each eligible WIC participant is issued FMNP coupons (\$25.00) in addition to their regular WIC benefits. These coupons can be used to buy locally grown fruits and vegetables from farmers, farmers markets, or roadside stands. The program provides farmers with the opportunity to earn additional revenue while providing healthy, local farm fresh produce to lower-income families.
- New York State DOH contracted with Hunger Solutions New York (HSNY) to work with different WIC agencies on their outreach efforts to promote WIC enrollment and participation. TCWH WIC agency was selected and over the next few months staff will work with outreach specialist to deepen existing partnerships and establish new partnerships with targeted WIC allies in our county. The agency will also have the opportunity to consult with marketing agencies to build website and social media presents.

Program Updates

SAFECARE PROGRAM

- One family is currently enrolled in SafeCare.

MOMS PLUS+

- 60 home visits were completed in May which included 25 new admissions.
- As of June 1st the Moms PLUS+ client caseload stands at 62 clients enrolled which is our highest caseload in over a year!
- Currently CHS only has two nurses doing home visits for Moms PLUS+. Visit numbers and referrals have been on a steady increase despite our staffing struggles.

RABIES

- Rabies: May started the 2024 rabies season. CHS nurses have been busy vaccinating and case managing people authorized for rabies post-exposure prophylaxis. There were 23 rabies vaccine visits in May.

- These people were exposed to rabies due to contact with bats (or bat in the bedroom while sleeping), raccoons and a possibly rabid coyote.

LEAD

- There was one new admission to the lead program in May for a child with a BLL of 6.7 mcg/dl residing in Groton. Environmental assessment occurred on June 13th to determine sources of lead within the home. Report from that visit is pending.
- No discharges from the lead program in the month of May. Currently 17 children are receiving case management in the lead program.

[CHS Appendix](#)

- NYSDOH Communicable Disease Reports
- WIC Caseload table

HEALTH PROMOTION PROGRAM

May 2024 Report | BOH Meeting June 25, 2024

tompkinscountyny.gov/health/hpp

Highlights

- Better Together was a big success on May 11, we had great representation by Whole Health.
- Community Vision Statement drafted for the CHI Tompkins Kick-off event on June 7. (see below)

STAFFING

- Tamrie Oliver, Community Health Worker, began with the Department on May 27. She will work fully in the HiP Tompkins program supporting birthing people and families caring for young children.

Program Updates

HEALTHY NEIGHBORHOODS PROGRAM

- HNP continues to collaborate with other programs to seek additional ways to serve and support the people of Tompkins County.
- Budget was submitted for new grant year.

TOBACCO FREE TOMPKINS COUNTY

- Working with TCAT transportation to update smoke-free signage at bus county bus shelters to include vape-free and cannabis messaging.
- Assisting INHS in updating smoke-free housing policies to include vape-free language

COMMUNITY HEALTH WORKER (CHW) AND PICHC PROGRAMS

- Hired new Community Health Worker for the HiP/PICHC program
- Sister Circle follow-up with Dr. Nia Nunn and planning for a presentation and discussion in June.

COMMUNITY HEALTH ASSESSMENT (CHA) & COMMUNITY HEALTH IMPROVEMENT PLAN (CHIP)

- Community Vision Statement was drafted based on community input
 - Almost 500 responses from 15 events/locations
 - “Our community is a diverse and dynamic mosaic of people across the lifespan. Shared spaces and natural beauty are central to our community, fostering care and belonging.

We envision a community where everyone thrives, regardless of background, income, or abilities. We aspire to focus on prevention and health promotion through accessible healthcare, inclusive spaces, and resources that meet everyone’s basic needs. Our community desires collaboration, trauma-informed care, safety, resilience, environmental

stewardship, and elevation of marginalized voices. We seek comprehensive well-being that encompasses physical, mental, and social needs.”

- CHI Tompkins Kick-off community partner meeting planning, scheduled for June 7
- Narcan Partnership Meeting kick-off held on May 15. Ongoing meetings will allow us to have better communication between Opioid Overdose Prevention Programs (OOPPs) and better understand Narcan training and distribution in our community.

COMMUNICATIONS

- Planning for the COVID-19 vaccination public art mural is underway with plans to paint in June.
- Planning & coordination of Summer 2024 Community Outreach Activities, including purchase of new marketing materials, give-away items, updated brochures, etc. In addition to the coordination of staff and activities.

[HPP Appendix](#)

- Opioids, Monthly overdose calls to 911
- CHWs
- HNP, Monthly Activity table
- COVID-19
- Media
 - [Press releases](#)
- Outreach and Training (all staff)
- Committee and Partnership Meetings

CHILDREN WITH SPECIAL CARE NEEDS

May 2024 Report | BOH Meeting June 25, 2024

tompkinscountyny.gov/health/cscn

Highlights

Staff Training:

- All staff have started EI Hub trainings every other week as a group with more in-person and online trainings coming available by the state– EI Hub Launch date was moved back until October 15th
- The State Early Intervention/CYSHCN Meeting in Albany was attended by the Director, Sr. Community Health Nurse and CYSHCN staff.

Program Updates

EARLY INTERVENTION

- Early Intervention Provider shortage continues: Budget to hire 2 Speech Therapist, 1 Special Instruction Teacher, 1 Physical Therapist
- Currently one SLP has been offered the position and has accepted with an anticipated start of Mid July.
- A proposal has been drafted and sent for approval for the reallocation of funds to keep 2 positions and to allow for current providers to receive a stipend per service rendered, including ongoing services and evaluations. Awaiting approval by the Legislative committees.
- Early Intervention experiencing wait lists for all specialties.
Speech (44) Feeding (1), OT (16), PT (11), SI (26), SW (4)
- Referrals received in May: 23
- EI has made efforts to make relationships with core teams outside of the county. Currently we are working with CTN who has agreed to send a core evaluation team to the county and do all day evaluations at TCWH. We have also established relationships with Liberty Post in Syracuse and have gotten slots for families to travel there for evaluations as well.
- Starting in September we will only have one evaluation agency in our area doing evaluations as Affinity Rehab is losing their OT.
- Currently we are outside of our 45-day indicators for most of the children we serve.
- Currently serving 198 active/qualified children in Early Intervention. 2 Total Child Find Cases
- One position for a Community Health Nurse remains open.

- On May 28th EI had their Onsite Municipality as Administrator Review completed by Accentra. 52 findings review and no citations were found.
- Medicaid Revalidation submitted (every 5 years)

PRESCHOOL

- Contract work began for the 2024-2025 school year.

CYSHCN

- Reviewed contract with Happy Talk-discussion on decreasing number of licenses

[CSCN Appendix](#)

- Statistics based on Calendar Year
- Early Intervention Program statistical highlights
- Preschool Special Education Program statistical highlights

ENVIRONMENTAL HEALTH

May 2024 Report | BOH Meeting June 25, 2024

tompkinscountyny.gov/health/eh

Highlights

POTENTIALLY RABID BABY RACCOONS:

On Friday, May 31, Environmental Health was notified that a woman had raccoon kits at a school bus stop near the Milton Meadows Apartment Complex in Lansing, resulting in multiple potential rabies exposures. The raccoons were also posted for sale on social media, and one raccoon had been taken to a child's birthday party on May 18. The woman who had initially taken the raccoons was not initially cooperative, and the raccoons were not immediately located by NYSDEC or EH. Within a week, however, all five kits were located and submitted for rabies testing. Four of the raccoons tested negative; one was unable to be tested. A press release was issued in an effort to identify all people who were potentially exposed and printed fliers were distributed at the apartment complex. After multiple, time-consuming conversations, EH staff was able to rule out most potential exposures; however, five children were authorized for rabies post-exposure prophylaxis.

We greatly appreciate the efforts of EH staff directly involved in this investigation, specifically Dillon Shults, René Borgella, Skip Parr, Doug Barnes, Cameron Cowburn, and our administrative team – Michelle Luther, Bee Walsh, and Brenda Coyle, and CHS nurses Rachel Buckwalter and Caryl Silberman. We also appreciate the assistance of the staff at the NYSDOH, Lansing School District, the Tompkins County SPCA, and many members of the public who provided helpful information regarding the potential exposures. This scenario underscores the importance of cooperating with our office during an on-going investigation. If the raccoons had been turned over to our office in a timely manner, they could all have been tested for rabies, and if negative for rabies, would have conclusively ruled out multiple potential exposures and avoided having multiple children undergo the rabies prophylaxis series.

POTENTIALLY RABID COYOTE AT MONKEY RUN:

On June 2, EH was notified that a wild/feral dog or coyote attacked a person at the Monkey Run trail head near Hanshaw Road. Out of an abundance of caution, EH authorized rabies post-exposure treatment for a resulting injury that may have resulted from the fall or the attack. Two additional reports were received on June 4, resulting in additional rabies post-exposure treatment. EH staff (Dillon Shults and René Borgella) coordinated with Cornell University and NYSDOH regarding the incidents. Cornell closed the area to public access and, working with Wildlife Resolutions, attempted to locate and trap the animal. TCWH issued a press release to alert the public. These efforts were not successful. As of June 14, the status of the coyote is unknown. If the coyote was rabid, then it is likely that the coyote

has died or is near death because of rabies. Cornell reopened the trails on June 11 and TCWH issued a press release notifying the public and urging continued caution in this area on June 14.

SPRING RABIES CLINIC:

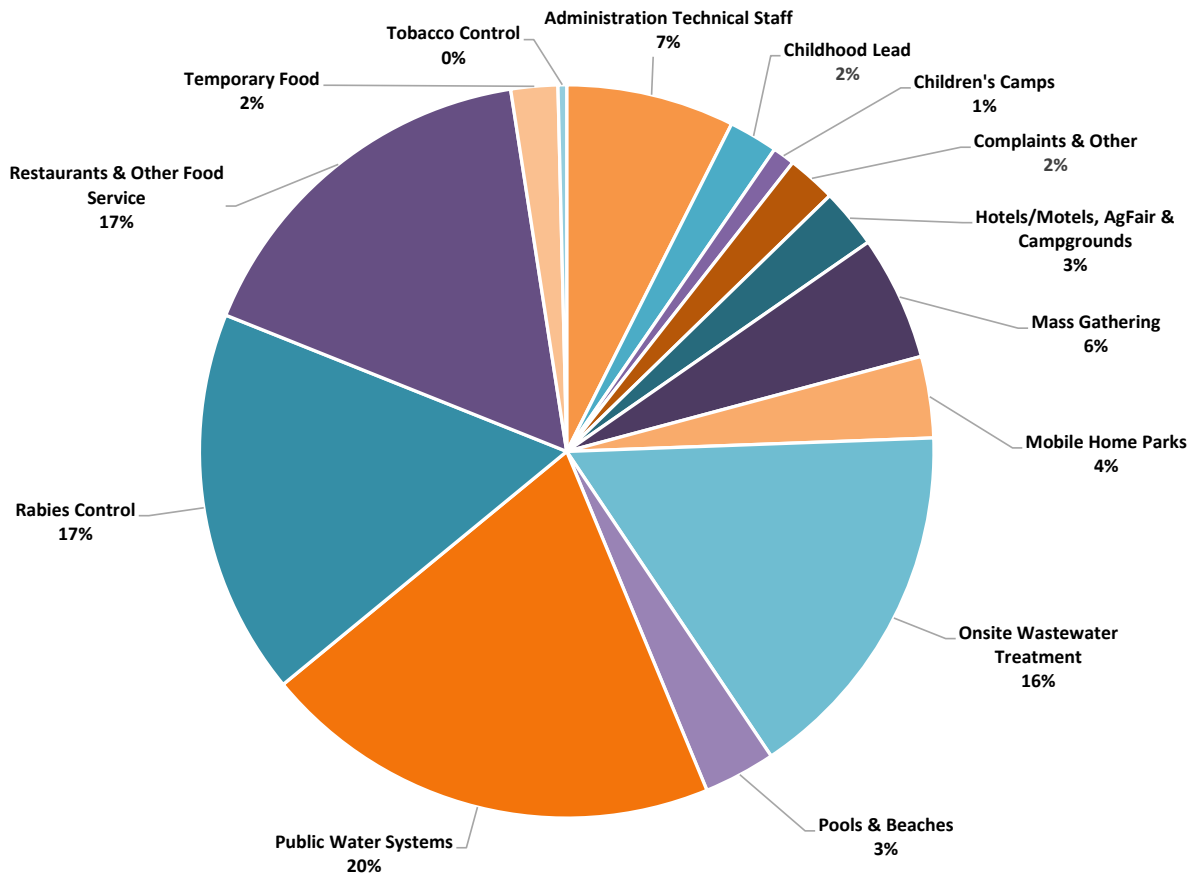
EH hosted a free rabies clinic at the Enfield Highway Garage on May 23, 2024. This event marked the first clinic held in Enfield since the summer of 2022. During the clinic, a total of 108 cats and dogs were vaccinated. Thanks to the collaboration between the Enfield Highway Department (Buddy Rollins), our veterinarian partners (Dr. Ann Chaffee and Addie Barlow), certificate writers (Diane Crouch, Jamie Breedlove and Bonnie Hart), Tompkins County IT staff (Mark Patterson and Ariel Casper), and our own Environmental Health staff (Skip Parr, Kate Walker, Cameron Cowburn, René Borgella and Dillon Shults), the event went smoothly and was a great success.

CHILDHOOD LEAD PRESENTATION TO LANDLORDS ASSOCIATION:

On May 20, René Borgella (EH) and Darryl Heffron (Eco-Testing Services) made a presentation on preventing childhood lead poisoning to the Landlords Association of Tompkins County (LATC). About 25 people (plus zoom participants for a total of about 60) attended the meeting at the Tompkins County Public Library Borg Warren room. The presentation was well received and generated great questions and interest from the attendees. Kudos to René and Darryl for providing this information!

Summary of Activity

Staff Time in Environmental Health Programs - May 2024



[Year-to-date summary, See Appendix](#)

Program Updates

Food Program

FSE INSPECTIONS

The [results of food service establishment inspections](#) conducted in Tompkins County can be viewed directly on the Environmental Health website. Inspections can be sorted to meet the needs of the viewer (by facility, date, etc.) by clicking on the column heading of interest.

PLANS APPROVED THIS PERIOD

- Cousins Maine Lobster, Throughout Tompkins
- dotCU, Throughout Tompkins
- Poured Candle Bar, C-Ithaca

NEW PERMITS ISSUED

- Brooktondale Fire Department, T-Caroline
- Horn OK Please, Throughout Tompkins
- Namaste Montessori School 4-H Club, T-Ulysses
- Ninja Chicken Inc., C-Ithaca
- Oracle Chocolates, Throughout Tompkins
- Red's Place, C-Ithaca
- Rosie's Café & Parlor, C-Ithaca
- Spudbums LLC, Throughout Tompkins
- Tavo's Tacos, Throughout Tompkins

Boil Water Orders (BWOs)

NEW

Facility Name	BWO Issued	Reason	Corrective Action	Status
Country Acres MHP	05/01/2024	Inadequate disinfection	Restore disinfection & submit satisfactory samples	Samples received; BWO released 05/08/2024
Fall Creek Park	05/01/2024	Inadequate disinfection	Restore disinfection & submit satisfactory samples	Samples received; BWO released 05/06/2024
Village of Dryden	05/03/2024	Inadequate pressure	Restore pressure & submit satisfactory samples	Samples received; BWO released 05/06/2024
Hanshaw Village MHP	05/21/2024	Inadequate disinfection	Restore disinfection & submit satisfactory samples	Samples received; BWO released 05/28/2024; BOH action pending
Valley Manor MHP	05/21/2024	Inadequate pressure	Restore pressure & submit satisfactory samples	Samples received; BWO released 05/28/2024

ONGOING

Facility Name	BWO Issued	Reason	Corrective Action	Status
Dollar General North Lansing	02/08/2022	Operating without TCEH approval	Water System Approved	Monitoring System Operation
Dollar General Freeville	03/11/2024	Inadequate disinfection	Restore adequate disinfection & submit satisfactory samples	NOV Issued
Brew 22	03/14/2024	Inadequate disinfection	Restore disinfection & submit satisfactory samples	BWO Released 4/2/2024; BOH action pending

RELEASED

Facility Name	BWO Issued	Reason	Corrective Action	Status
Cayuga Nature Center	06/24/2022	Inadequate disinfection	Water System Approved	BWO Released 06/04/2024

Summary of Open BOH Enforcement Actions

Date of BOH Action	Facility	Owner/ Operator	Basis for Action	Penalty Assessed	Next BOH Order Deadline	Status
05/23/23	C&C/Chuck’s (EH-ENF-22-0052)	Chuck’s Gas Mart, Inc.	ATUPA – Underage Sale of Tobacco Products	\$2,750	Awaiting court ruling	Awaiting court ruling
12/05/23	Applegate Park MHP (EH-ENF-23-0024)	Joseph Giordano	Mobile Home Park – Violation of Board of Health Order	\$1725	Failed to meet penalty waiver requirements	Monitoring compliance – enforcement under review
01/26/24	Holiday Inn Express Pool (EH-ENF-23-0026)	Cassidy Fox	Swimming Pool – Violation of Board of Health Orders	\$800; Paid 03/22/24	Operator training certificate due 02/28/24	Awaiting training certificate – New BOH Action Pending 5/25/24
NOV Issued 04/09/24	Part of Ithaca Homeless Encampment (EH-NOV-24-0010)	City of Ithaca	TCSC Refuse Violations	NA	NA	Final report under review
NOV Issued 04/09/24	Part of Ithaca Homeless Encampment (EH-NOV-24-0011)	Watco-Ithaca Central Railroad	TCSC Refuse Violations	NA	NA	Final report under review
04/23/24	Ithaca Press (EH-ENF-24-0002)	Jack Clausen	Food Service – Repeat Critical Violations	\$200	Payment due 06/15/24	Awaiting payment

[EH Appendix](#)

- Summary of Activity, Year to date

NEW BUSINESS:

May 2024 Report | BOH Meeting June 25, 2024

Actions

Environmental Health

ENFORCEMENT ACTIONS:

1. [Draft Resolution #EH-ENF-24-0006](#) - Brew 22 Coffee and Espresso, Violations of Subparts 5-1 of the New York State Sanitary Code (Public Water) (Postponed from April and May – penalty deadline modified) (5 mins.)
2. [Draft Resolution #EH-ENF-24-0003](#) - Hanshaw Village MHP, Violation of Part 17 & Subpart 5-1 of the New York State Sanitary Code (Mobile Home Park/Public Water) (Postponed from May – deadlines modified) (5 mins.)
3. [Draft Resolution #EH-ENF-24-0008](#) - D.P. Dough Ithaca, Violations of Subparts 14-1 of the New York State Sanitary Code (Food Service) (5 mins.)
4. [Draft Resolution #EH-ENF-24-0009](#) - Holiday Inn Express Pool - Violations of Board of Health Orders and Subpart 6-1 of the New York State Sanitary Code (Swimming Pool) (5 mins.)

ADMINISTRATIVE ACTIONS:

1. [EH Refund Policy](#) (Postponed from May) (5 min)
2. [EH Fees 2025](#) (Postponed from May – if discussion is needed (5 min)
3. [Onsite Wastewater Treatments System \(OWTS\) Waiver Request](#) - 175 Williams Glen Road, Ithaca (5 min)

Click the links for Action Reports

CERTIFIED, REGULAR, & ELECTRONIC MAIL

June 13, 2024

Riley Brewer
Brew 22 Coffee & Espresso
1384 Dryden Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Revised Draft Resolution # ENF-24-0006
Violation of Board of Health Orders
Brew 22 Coffee and Espresso Public Water System, T-Dryden**

Dear Riley Brewer:

The Board of Health did not take action on Resolution # EH-ENF-24-0006 at their meeting on May 28, 2024, due to a lack of quorum. The Board will be considering this revised resolution at its meeting on Tuesday, June 25, 2024.

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 in person or via zoom, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,



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

Enclosures: Revised Draft Resolution, Stipulation Agreement and Orders, Inspection Report, Case Summary, Board of Health Orders ENF-21-0010, 3/18/24 CSI letter re falsified laboratory report, and Response from Brewer re falsified report

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Brew 22 Cafe\Enforcement\2024\Revised Draft Resolution 24-0006.docx
ec: Tompkins County Board of Health (via: SharePoint); CEO T-Dryden; Supervisor T-Dryden; Gregory Mezey, TC
Legislature; John Strepelis, P.E., NYSDOH; Garrett Cappon, NYSDOH; TCHD: Frank Kruppa, Whole Health
Commissioner; Brenda Crosby, Deputy Public Health Director; Elizabeth Cameron, P.E., Director of EH; Kristee
Morgan; Skip Parr; Tom Palmer; Brenda Coyle
scan: Signed copy to Accela

Revised DRAFT RESOLUTION # ENF-24-0006

**Brew 22 Coffee & Espresso
Brew 22 Coffee & Espresso LLC/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 a food service establishment under Subpart 14-1 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 Tom-pkins County Environmental Health (TCEH); **and**

Whereas, Subpart 5-1.30 of the NYSSC requires Brew 22 to ensure disinfection systems are operating as designed; **and**

Whereas, Subpart 5-1.71 requires an operator to exercise due care and diligence in the maintenance and supervision of the public water system; **and**

Whereas, on May 26, 2020, Tom-pkins County Board of Health Resolution #EH-ENF-20-0009 ordered Brew 22 to submit quarterly total coliform results, monthly operating reports and an annual nitrate sample as required by Subpart 5-1; **and**

Whereas, on September 8, 2021, Tom-pkins County Board of Health Resolution #EH-ENF-21-0010 ordered Brew 22 to submit quarterly total coliform results, monthly operating reports and an annual nitrate sample as required by Subpart 5-1; **and**

Whereas, TCEH did not receive total coliform sample results for the 3rd and 4th quarters of 2022, and did not receive total coliform sample results the 2nd, 3rd, and 4th quarters total coliform sample result for 2021; **and**

Whereas, TCEH did not receive annual nitrate sample results for 2022 and 2023; **and**

Whereas, on March 14, 2024, TCEH performed a water system inspection at Brew 22 and observed the UV system was not properly functioning and TCEH issued a Boil Water Order; **and**

Whereas, on March 15, 2024, TCEH received a total coliform sample result submitted for compliance purposes with a collection date of November 2023; **and**

Whereas, on March 19, 2024, TCEH received a letter from the laboratory where the total coliform sample was reportedly analyzed, stating that the report was falsified; **and**

Whereas, on March 25, 2024, TCEH received total coliform sample results submitted for the release of the Boil Water Order issued on March 14, 2024. These laboratory reports were also determined to be falsified; **and**

Whereas, on March 26, 2024, TCEH received an email from Riley Brewer, operator of Brew 22, indicating that an employee was responsible for the falsified reports, and that individual had been terminated; **and**

Whereas, on March 28, and March 30, 2024, TCEH received two satisfactory total coliform samples for the release of the Boil Water Order; **and**

Whereas, on April 2, 2024, TCEH performed a follow-up inspection verifying proper operation of the UV system and the Boil Water Order was released; **and**

Whereas, Riley Brewer, Operator, signed a Stipulation Agreement with Whole Health Commissioners Orders on April 10, 2024, agreeing that Brew 22 violated these provisions of the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Brew 22 Coffee & Espresso LLC, Owner, is ordered to:**

1. Pay a penalty of \$8,700 for these violations, due **by August 15, 2024**. (**Do Not** submit penalty payment until notified by the Tompkins County Environmental Health Division.); **and**
2. Contract with a NYSDOH Certified Water Operator to manage the ongoing operation of the Brew 22 Coffee & Espresso water system and provide the operator contact information to Tompkins County Environmental Health **by July 15, 2024**; **and**
3. Submit total coliform sample test results for each quarter of operation **by the 10th day of the following month**; **and**
4. Submit completed monthly operation reports of daily UV intensity readings **by the 10th day of the following month** for every month; **and**
5. Submit the 2024 annual nitrate sample result to Tompkins County Environmental Health by **April 30, 2024 (Received 5/1/24)**; **and**
6. Beginning in 2025, submit the annual nitrate sample result by **January 10th of the following year**; **and**
7. Comply with all the requirements of Subpart 5-1 of the NYSSC.

STIPULATION AGREEMENT AND ORDERS # EH-ENF-24-0006

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

I, Riley Brewer, as a representative for Brew 22 Coffee & Espresso LLC, agree that Brew 22 Coffee & Espresso is in violation of:

Subpart 5-1.23 & 1.30 for failure to monitor and maintain a public water system as cited on October 19, 2022, April 18, 2023, and October 19, 2023; and January 22, 2024; and

Subpart 5-1.30 for failure to operate the UV system as designed; and

Subpart 5-1.71 for failure to exercise due care and diligence in the maintenance and supervision of a public water system; and

I agree to pay a penalty not to exceed \$8,700 for these violations following adoption of a resolution by the Board of Health. *(Do not submit penalty payment until notified by the Tom-pkins County Environmental Health Division.)*

I also agree to comply with the following Orders when signed by the Tom-pkins County Whole Health Commissioner:

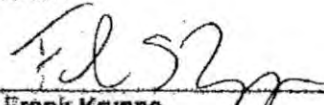
1. Contract with a NYSDOH Certified Water Operator to manage the ongoing operation of the Brew 22 Coffee & Espresso water system and provide the operator contact information to Tom-pkins County Environmental Health by April 30, 2024; and
2. Submit total coliform sample test results for each quarter of operation by the 10th day of the following month; and
3. Submit completed monthly operation reports of daily UV intensity readings by the 10th day of the following month for every month; and
4. Submit the 2024 annual nitrate sample result to Tom-pkins County Environmental Health by April 30, 2024; and
5. Beginning in 2025, 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.

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: 4/10/24

Brew 22 Coffee & Espresso is hereby ordered to comply with these Orders of the Whole Health Commissioner.

Signed:  _____
Frank Kruppa
Whole Health Commissioner

Date: 4/11/24

Diversity Through Inclusion

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

Water System Field Compliance Inspection Summary Report

Operation: BREW 22 COFFEE & ESPRESSO PWS (ID: 1014118)
Facility Name: BREW 22 COFFEE & ESPRESSO
Facility Code: 54-AM38 Facility Email: riley@brewersithaca.com
Facility Address: 1384 Dryden Road, Dryden, NY 13053

To the Attention of:

Riley Brewer
BREW 22 COFFEE & EXPRESSO
1384 Dryden Rd
Ithaca, NY 14850
Email: brew22coffee@gmail.com

Sanitary Survey

Date: March 14, 2024 03:35 PM
Inspector: Thomas Palmer (tpalmer@tom-pkins-co.org)
Responsible Person: Emailed To Operator
Additional Email(s): sparr@tom-pkins-co.org; kmorgan@tom-pkins-co.org

Summary

Number of Critical Violations Found:	2
Number of Other Violations Found:	1
Number of Deficiencies Found:	0

Reinspection is Required

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

CRITICAL VIOLATIONS FOUND

5-1.23(B): NOTIFY STATE WHEN DELIVERY OF WATER IS INTERRUPTED FOR A PERIOD OF FOUR HOU

Corrected at time of inspection? No

Inspector Findings: Ultraviolet (UV) disinfection system controller was alarming at the time of the field visit. The alarms were for the flow sensor and UV bulb intensity sensor. After conversation with owner and reviewing the Owner's Manual, it was determined that the flow sensor was broken, causing the unit to not throttle power to the bulb based on flow.

The owner stated that a replacement part is on order and they are expecting it to arrive soon.

Advised operator that in the event that disinfection is interrupted or the UV unit is in disrepair for a period of time greater than 4 hours, Tom-pkins County Environmental Health must be notified within 24 hours.

5-1.30: CL AND UV EQUIPMENT IS OPERATING AS DESIGNED. UV IS WORKING, INDICATOR LIGHT IS "

Corrected at time of inspection? No

Inspector Findings: Ultraviolet (UV) disinfection system controller was alarming at the time of the field visit. The alarms were for the flow sensor and UV bulb intensity sensor. After conversation with owner and reviewing the Owner's Manual, it was determined that the flow sensor was broken, causing the unit to not throttle power to the bulb based on flow.

Owner stated that a replacement flow sensor was on order. Boil water order was issued following the inspection.

OTHER NON-CRITICAL VIOLATIONS FOUND

5-1.72 (C) : COMPLETE DAILY RECORDS OF OPERATION OF A WATER SYSTEM AND SUBMIT COPY TO

Level of deficiency: Significant

Inspector Findings: At the time of the sanitary survey, the most recent Monthly Operating Report (MOR) that was submitted to Tompkins County Environmental Health was for July 2023, and the most recent Bacteriological sample result was submitted for Q2 2023.

Owner is advised that MOR's and sample results must be submitted to TCEH by the 10th of the month following the monitoring period. Spoke with owner at the time of the inspection via phone call. Owner stated they had conducted the sampling and believed they submitted results to TCEH. Inspector to meet with owner the following day to complete the sanitary survey and the owner stated they would bring sample results.

NO DEFICIENCIES REPORTED

Water System Information

Source Type: Ground,

Type of Disinfection: UV Light

Disinfection Waiver Issued? No

4-Log Treatment Installed? No

Coliform Surveillance Sample Collected? Yes

1) **Time:** 2:05 PM **Location:** Three-Bay CWT

UV Intensity Reading(s):

1) **UV Intensity:** Green (See Violation)

Water System Notes:

Comments: Part 1: Two critical items observed (5-1.23(b) & 5-1.30)
Part 2: One blue item observed. (5-1.72(c))
Part 3: No recommendations made.

Boil Water Order issued following inspection (see above violation).

Unable to complete full inspection as owner needed to be present to allow TCEH to observed the well located in the crawl space of the neighboring home. Owner will meet with TCEH the following day to finish sanitary survey.

Reinspection required.

CASE SUMMARY – FOR RESOLUTION # ENF-24-0006

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

Compiled on April 12, 2024

Date	Action
5/08/2020	After issuing a Stipulation Agreement, TCEH received nitrate sample collected by Brew 22 on 5/4/2020.
5/26/2020	Resolution EH-ENF-20-0009 was adopted by the BOH requiring submission of quarterly total coliform results, monthly operating reports and annual nitrate sample as required by Subpart 5-1. Action was taken for missing nitrate and quarterly total coliform sample results. \$400 penalty was assessed.
2/17/2021	TCEH received TC sample collected by Brew 22 on 2/10/2021.
9/8/2021	Resolution EH-ENF-21-0010 was adopted by the BOH requiring submission of quarterly total coliform (TC) results, monthly operating reports and annual nitrate sample as required by Subpart 5-1. Action was taken for missing nitrate and quarterly total coliform sample results. \$600 penalty was assessed.
11/9/2021	TCEH received TC sample collected by Brew 22 on 10/20/2021.
12/6/2021	TCEH collected surveillance TC sample.
1/28/2022	2022 sample schedule sent via mail to Brew 22 by TCEH.
4/11/2022	TCEH received TC sample collected by Brew 22 on 4/6/2022.
5/4/2022	TCEH collected surveillance TC sample.
6/16/2022	TCEH received TC sample collected by Brew 22 on 6/15/2022.
10/19/2022	Notice of Violation sent by TCEH for missing 3 rd Quarter TC sample.
2022	All MORs received by TCEH except for September.
1/24/2023	2023 Sample schedule sent via mail to Brew 22 by TCEH.
4/18/2023	Notice of Violation sent by TCEH for missing 1 st Quarter TC sample.
5/9/2023	TCEH received TC sample collected by Brew 22 on 4/25/2023.
10/19/2023	Notice of Violation sent by TCEH for missing 3 rd Quarter TC sample.
11/8/2023	Sanitary Survey conducted by TCEH and report cited significant deficiency for monitoring and reporting.
2023	TCEH received MORs for months January – April, June, and July. All other months not received.
1/22/2024	Notice of Violation sent by TCEH for missing 4 th Quarter TC sample and annual nitrate sample.
1/30/2024	2024 Sample schedule sent via mail to Brew 22 by TCEH.
3/14/2024	Sanitary survey conducted by TCEH. The UV system alarm was going off at time of inspection. Boil Water Order issued by TCEH.
3/15/2024	Follow-up visit by TCEH. UV system appeared to be functioning as designed. Staff received a hard copy of a TC sample from owner reportedly collected by Brew 22 on 11/20/2023. Sample deemed to be falsified by laboratory (Sample was never received by the lab).
3/18/2024	TCEH received letter from the laboratory where the sample from 11/20/23 was reportedly analyzed stating that the certified water test report was falsified.

Diversity Through Inclusion

03/25/2024	TCEH received TC sample reportedly collected by Brew 22 on 3/20/2024 @ 9:02 am for BWO release. Sample deemed to be falsified by laboratory (Sample was never received by the lab).
3/25/2024	TCEH received TC sample reportedly collected by Brew 22 on 3/20/2024 @ 1:20 pm for BWO release. Sample deemed to be falsified by laboratory (Samples were never received by the lab). TCEH notified Riley Brewer that last 3 water reports were determined to be falsified. Owner sent email indicating that an employee was altering old reports and keeping the money for the analysis. Email stated employee was terminated.
3/26/24	Riley Brewer sent additional email providing additional information regarding the firing of the employee and stating that additional samples were being collected.
3/28/2024	TCEH received TC sample collected by Brew 22 on 3/26/2024.
3/30/2024	TCEH received TC sample collected by Brew 22 on 3/27/2024.
2024	TCEH received no MORs for January and February.
4/2/2024	Follow-up inspection by TCEH and BWO released
4/3/2024	TCEH sent stipulation agreement to Brew 22 and scheduled office conference for April 10, 2024.
4/10/2024	TCEH received signed stipulation agreement from Brew 22.



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-21-0010 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 14-1 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, on May 26, 2020, Tompkins County Board of Health Resolution #ENF-20-0009 ordered Riley Brewer to submit total coliform sample results for each quarter of operation by the 10th day of the following month; **and**

Whereas, the TCHD did not receive total coliform sample results for the 3rd and 4th quarters of 2020, and has not receive the 2nd quarter total coliform sample result for 2021; **and**

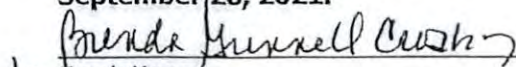
Whereas, Brew 22 has not paid the annual water system operating fee of \$105, and the associated late fee of \$50 for not submitting the water fee by the deadline of March 31, 2021; **and**

Whereas, Brew 22 has violated these provisions off the New York State Sanitary Code and the provisions of Board of Health Resolution #EH-ENF-20-0009; **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 \$600 for these violations, **due by November 15, 2021; and**
2. Pay the annual water system operating fee and late fee in the amount of \$155 due by November 15, 2021 (*Received by TCHD on 9/3/21*); **and**
3. Submit total coliform sample results for each quarter of operation **by the 10th day of the following month; and**
4. Submit completed monthly operation reports for the UV treatment system **by the 10th day of the following month** for every month; **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.

This action was adopted by the Tompkins County Board of Health at its regular meeting on September 28, 2021.


Frank Kruppa
Public Health Director

10/4/21
Date

Inclusion Through Diversity

Tompkins County Health Department
Environmental Health Division
55 Brown Rd.
Ithaca, NY 14850

3/18/2024

Attn: Tom Palmer

Re: Falsified certified water test report

Dear Tom,

We have reviewed the report included on page 3 and have identified the items below that lead us to conclude that the report submitted by Riley Brewer with a sampling date of 11/20/23 is a forgery. A certified water test was issued to Mr. Brewer on 10/21/21, Sample ID# I-3960, (included on page 4) and was altered to create the forgery dated 11/20/23. Furthermore, we did not receive a sample from Mr. Brewer on 11/20/23. Our records indicate that in 2023, we received one sample for Tc/E. coli for 1384 Dryden Rd., Ithaca, NY, and the report was issued on 4/26/23 for sample ID# I-4753. We can provide supporting documentation if requested.

1. Date was changed to 11/20/2023, time was not changed.
2. Date was changed to 11/20/2023, time was not changed.
3. The amount paid reflects the 2021 credit card prices for a 3-day rush report. Prices increased in 2023 to \$58.71.
4. Sample Lab ID: I-4598 is a unique identifier that does not match item #5 and was assigned to a sample received on 12/20/2022 for 36 German Cross Rd. The client was not Riley Brewer.
5. Report ID: Gen Pub – 13382, I-3960 is a unique internal identifier and was assigned to the sample submitted by Mr. Brewer on 10/21/21.
6. Test Method for E. coli, 40CFR141.2(f)6v-MI Agar/SM 9222 was changed in April 2023 to 40 CFR141.21(f)6v-MI Agar/SM 18-20 92.
7. The Tc/E coli test time of 3:40 is incorrect. Lab documentation shows the test time 3:20 PM.
8. Footnote designation is missing. Incorrect report format.
9. Incorrect report format.
10. Stephen Penningroth retired in 2022. His signature was replaced by the succeeding Technical Director, Noah Mark.
11. Reports cannot be issued on the same day a sample is submitted. Bacteria testing requires 24 hours to complete.
12. The address in the footer was updated in 2022 when Dr. Penningroth retired.

Phone/Fax 607-257-6606
info@communityscience.org

283 Langmuir Lab Box 1044
95 Brown Rd. Ithaca, NY 14850



NYSDOH ELAP #11790 www.CommunityScience.org EPA Lab Code NY01518

Please feel free to reach out with any questions or for clarification.

Kind regards,

A handwritten signature in black ink that reads 'Noah Mark'. The signature is written in a cursive style with a horizontal line underneath it.

Noah Mark, Technical Director

Phone/Fax 607-257-6606
info@communityscience.org

283 Langmuir Lab Box 1044
95 Brown Rd. Ithaca, NY 14850



Community Science Institute, Inc.

NYSDOH ELAP #11790

www.communityscience.org

EPA Lab Code NY01518

Test Report

Client: Riley Brewer 1384 Dryden Rd. Ithaca, NY 14850 Receipt: \$56.65 Client Code: Gen Pub	Received 11/20/2023 Tompkins County Environmental Health	Sample matrix: Drinking Water Date & time sampled: 11/20/2023, 9:02 AM Sampled by: Riley Brewer Sampling location: 1384 Dryden Rd. Ithaca, NY. Kitchen. Date and time received: 11/20/2023, 9:20 AM Sample Lab ID: I-4598
---	--	---

Project Code: Lab Report ID: Gen Pub-13382, I-3960
 Test Methods: <TC/E.coli>40 CFR141.21(f)6w-MI Agar/SM 22 9222 A,B

Test For	Allowed Level*	Reporting Limit	Result	Units	Test Date, Time	Additional Information
Total Coliform	Absent	Absent	Absent	Present/Absent	11/20/2023, 3:40 PM	
E.coli	Absent	Absent	Absent	Present/Absent	11/20/2023, 3:40 PM	

*Upper limit allowed for public water supplies regulated by NYS Dept. of Health.
 Reporting limit is set by the standard method and/or by historical data of laboratory performance.
 † Results that exceed the Allowed Level are listed in bold.

Result applies only to sample listed above and not to any other samples.

Sample was received on ice: Yes.

Additional Information: None.

Report prepared by: Stephen Penningroth Date: 11/20/2023
 Stephen Penningroth, Executive Director

The Community Science Institute, Inc., warrants that analytical results are accurate and representative of samples received for analysis. Clients frequently collect samples and submit them for analysis. When that is the case, client acknowledges that sample representativeness depends on his or her adhering to sampling instructions provided by CSI. If a test result is shown to be inaccurate, CSI agrees to repeat the test free of charge but accepts no further liability. CSI treats this Test Report as confidential. Client may reproduce Test Report in its entirety. Partial duplication is not allowed except with written approval from CSI.

283 Langmuir Lab/Box 1044 95 Brown Road Ithaca NY 14850 Voice/Fax (607) 257-6606
 2080 Cayuga View Road Trumansburg NY 14886 Voice/Fax 607 387 3820
 info@communityscience.org



Community Science Institute, Inc.

NYSDOH ELAP #11790 www.communityscience.org EPA Lab Code NY01518

Test Report

Table with 2 columns: Client information (Riley Brewer, 1384 Dryden Rd, Ithaca, NY 14850, Receipt: \$56.65) and Sample matrix information (Drinking Water, Date & time sampled: 10/20/2021, 9:02 AM, Sampled by: Riley Brewer, Sampling location: 1384 Dryden Rd. Ithaca, NY. Kitchen, Date and time received: 10/20/2021, 9:20 AM)

Client Code: Gen Pub Sample Lab ID: I-3960
Project Code: Lab Report ID: Gen Pub-13382, I-3960
Test Methods: <TC/E.coli>40 CFR141.21(f)6v-MI Agar/SM 22 9222 A,B

Table with 7 columns: Test For, Allowed Level*, Reporting Limit‡, Result¹, Units, Test Date, Time, Additional Information. Rows include Total Coliform and E.coli, both with 'Absent' results.

*Upper limit allowed for public water supplies regulated by NYS Dept. of Health.
‡Reporting limit is set by the standard method and/or by historical data of laboratory performance.
¹ Results that exceed the Allowed Level are listed in bold.

Result applies only to sample listed above and not to any other samples.

Sample was received on ice: Yes.

Additional Information: None.

Report prepared by: Stephen Penningroth (signature) Date: 10/25/2021
Stephen Penningroth, Executive Director

The Community Science Institute, Inc., warrants that analytical results are accurate and representative of samples received for analysis. Clients frequently collect samples and submit them for analysis. When that is the case, client acknowledges that sample representativeness depends on his or her adhering to sampling instructions provided by CSI. If a test result is shown to be inaccurate, CSI agrees to repeat the test free of charge but accepts no further liability. CSI treats this Test Report as confidential. Client may reproduce Test Report in its entirety. Partial duplication is not allowed except with written approval from CSI.

283 Langmuir Lab/Box 1044 95 Brown Road Ithaca NY 14850 Voice/Fax (607) 257-6606
2080 Cayuga View Road Trumansburg NY 14886 Voice/Fax 607 387 3820
info@communityscience.org

To whom it may concern,

On Monday March 25th I received a call from the Tompkins County Health Department after submitting two water sampling reports that were provided to me after having an employee drop these tests off for sampling.

I then received a call from Skip Parr, notifying me that these reports were altered, and not accurate for the samples I had instructed to be delivered.

As I was visiting my sister in Charleston, I arrived back in town the afternoon of March 25th and asked about these reports.

Back in November, we had a new employee start who had made us aware of some health issues he faced, but we had brought him on anyway as we felt he would be a good fit, and he needed employment. During these first few weeks, an offer was made that he could drop a November water sample off for us as he was working a very limited schedule due to his health and could use the extra funds to do the running around and emailing me the reports for submittal.

His health continued to decline, and as he was only working around 5-8 hours per week, I figured allowing him to deliver the samples to remove our boil water notice would get some extra money in his pocket and help me out as I was getting ready to head out of town and visit my sister.

As it turns out, an old report dated from 2022 was altered three total times, and these water samples did not get to the lab at all. The roughly \$72 per test was pocketed, and I am assuming we honestly would not have caught on unless an individual at the health department realized the issues. These forms were readily available in our email, as I have always saved any water testing report in a single folder for easy access.

While this employee was terminated, and access to our email account (Brew22coffee@gmail.com) removed, I do however take full responsibility for this incident, with something of importance such as water samples, this absolutely should have been a process I performed myself to ensure chain of custody, but at the same time, I did not think altering a form was a possibility.

CERTIFIED, REGULAR, & ELECTRONIC MAIL

June 13, 2024

Cook Properties, NY
Attention: Olivia Ditko
90 Airport Drive, Suite 400
Rochester, NY 14624

**Re: Tompkins County Board of Health Revised Draft Resolution # EH-ENF-24-0003
Hanshaw Village MHP – Repetitive Water Violations and Boil Water Orders**

Dear Olivia Ditko:

The Board of Health did not take action on Resolution # EH-ENF-24-0003 at their meeting on May 28, 2024, due to a lack of quorum. The Board will be considering this revised resolution at its meeting on Tuesday, June 25, 2024.

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 in person or via zoom, please contact Skip Parr or Adriel Shea at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,



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

Enclosures: Draft Resolution, Stipulation Agreement and Orders, Approved Plans (Exhibit A), and Case Summary

pc: F:\EH\MOBILE HOME PARKS (MHP)\Facilities (MHP-4)\Hanshaw\Enforcement\2024\EH-ENF-24-0003\Revised Draft Res 24-0003.docx
ec: Tompkins County Board of Health (via: SharePoint); CEO T-Dryden; Supervisor T-Dryden; Greg Mezey, TC Legislature; TCWH: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Whole Health Commissioner; Brenda Crosby, Deputy Public Health Director; Scott Freyburger, Public Health Engineer; John Strepelis, P.E., NYSDOH; Garrett Cappon, NYSDOH; Skip Parr; Adriel Shea; Tom Palmer; Adam Ace; Brenda Coyle
scan: Signed copy to Accela

Revised DRAFT RESOLUTION # ENF-24-0003

**Hanshaw Village Mobile Home Park
CNY MHPS, LLC, Owner and
Cook Properties, NY, Operator
1871 Hanshaw Road, T-Dryden
Dryden, NY 13068**

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

Whereas, Hanshaw Village Mobile Home Park is a public water system and is regulated as a mobile home park under Part 17 of the NYSSC; **and**

Whereas, Part 17.6.a.1 of the NYSSC requires CNY MHPS, LLC and Cook Properties, NY, the owner and operator to provide drinking water in adequate quantity and quality as applicable to the requirements of Part 5 of NYSSC; **and**

Whereas, Subpart 5-1.22(a) of the NYSSC requires Hanshaw Village Mobile Home Park to obtain health department approval prior to the modification of a water system; **and**

Whereas, Subpart 5-1.71(b) of the NYSSC requires Hanshaw Village Mobile Home Park to exercise due care and diligence in the operation and maintenance of a water treatment plant and distribution system; **and**

Whereas, on November 9, 2023, Tompkins County Environmental Health (TCEH) inspected Hanshaw Village Mobile Home Park, and observed that modifications were made to the approved treatment system at the park's finished water storage tank; **and**

Whereas, on November 22, 2023, TCEH issued a Boil Water Order (BWO) and Public Health Director's Orders #EH-NOV-23-0008 requiring Hanshaw Village Mobile Home Park to provide bottled water to each home as a result of the tenants being without water for an extended period. This BWO was released on December 11, 2023; **and**

Whereas, on December 18, 2023, a BWO was issued to Hanshaw Village Mobile Home Park after TCEH observed that the UV and filtration system was taken out of service without approval from TCEH. This BWO was released on December 26, 2023; **and**

Whereas, CNY MHPS, LLC, and Cook Properties, signed a Stipulation Agreement with Whole Health Commissioners Orders on April 25, 2024, agreeing that Hanshaw Village Mobile Home Park violated these provisions of the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That CNY MHPS, LLC, and Cook Properties, NY, Owner/Operator, are ordered to:**

1. Pay a penalty of \$1,500 for these violations, due by **August 15, 2024**. (**Do Not** submit penalty payment until notified by the Tompkins County Environmental Health Division.); **and**

Diversity Through Inclusion

2. Maintain all equipment listed in the Approval of Completed Works document dated 8/17/2021, and the approved plans from 1/5/2021, attached hereto as Exhibit A, operational at all times, unless prior approval is granted by TCEH and/or a Force Majeure Event causes the operational failure. As used herein a Force Majeure Event shall include acts of God, work stoppages due to labor disputes or strikes, fires, explosions, epidemics, riots, war rebellion, sabotage or any other fact or circumstance beyond the reasonable control of CNY; **and**
3. Develop and submit to TCEH by **May 10, 2024**, an Emergency Response Plan (ERP) that includes procedures for providing potable water to residents of the park during outages exceeding 24 hours and for restoring the operation of equipment referenced in Exhibit A without unreasonable delay (*ERP received by TCEH on 5/9/24*); **and**
4. Notify TCEH by phone at 607-274-6688 within 24 hours if the UV light warning alarm referenced in Exhibit A is triggered, or if the UV disinfection unit or any other component of the water system is otherwise not operating as designed; **and**
5. Maintain at least one spare UV light and additional cartridge filters at all times; **and**
6. Notify TCEH by phone at 607-274- 6688 immediately, if disinfected water is unavailable to the residents of Hanshaw Village MHP for at least four hours; **and**
7. Develop Standard Operating Procedures (SOPs) for equipment in the lower creek pump house, as outlined in Exhibit A, and submit to TCEH **by May 10, 2024**. The SOPs may incorporate materials developed by the manufacturer of the equipment at the lower creek pump house. These SOPs must be stored and accessible at the lower creek pump house at all times (*SOPs received by TCEH on 5/9/24*); **and**
8. Exercise both wells in the lower creek pump house, as outlined in Exhibit A, on a monthly basis and detail the treated water volume of each such well on the monthly operation report beginning with the April 2024 report; **and**
9. Submit a draft feasibility study, **by August 9, 2024**, prepared by licensed design professional(s) outlining the following:
 - a. Explore alternate drinking water sources. Review to include feasibility of a new drilled well onsite as well as the feasibility of connecting to a municipal water source;
 - b. Explore upgrades and improvements to -the current water treatment system and its components;
 - c. Or other viable options in accordance with Part 5 of the NYSSC; **and**
10. Submit a final feasibility study, by **January 31, 2025**, prepared by licensed design professional(s); **and**
11. Comply with all the requirements of Subpart 5-1 and Part 17 of the New York State Code for Public Water Supplies and Mobile Home Parks.

STIPULATION AGREEMENT AND ORDERS # ENF-24-0003

**Hanshaw Village Mobile Home Park
CNY MHPS, LLC, Owner and
Cook Properties, NY, Operator
1871 Hanshaw Road, T-Dryden
Dryden, NY 13068**

Property owner, CNY MHPS, LLC (CNY), and operator, Cook Properties, NY agree that on the dates of November 9 through November 26, 2023, and December 18, 2023, Hanshaw Village Mobile Home Park was in violation of PHDO #EH-NOV-23-0008, Part 17 of New York State Sanitary Code (NYSSC), and Part 5 of the NYSSC for failing to supply bottled water and not providing drinking water that was adequate in quantity and of a quality to the residents of Hanshaw Village MHP.

CNY and Cook Properties NY agree to pay a penalty not to exceed \$1,500 for these violations following adoption of a resolution by the Board of Health. **(Do not** submit penalty payment until notified by the Tompkins County Environmental Health Division (TCEH).)

CNY and Cook Properties NY intend to apply for a new permit making CNY, the owner and intended operator, of the Hanshaw Village Mobile Home Park.

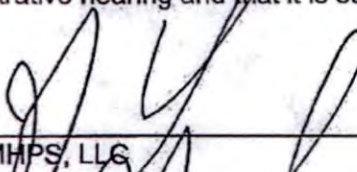
The owner and operator agree to comply with the following Orders when signed by the Tompkins County Whole Health Commissioner:

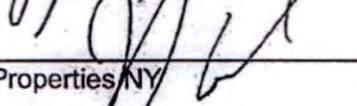
1. Maintain all equipment listed in the Approval of Completed Works document dated 8/17/2021, and the approved plans from 1/5/2021, attached hereto as Exhibit A, operational at all times, unless prior approval is granted by TCEH and/or a Force Majeure Event causes the operational failure. As used herein a Force Majeure Event shall include acts of God, work stoppages due to labor disputes or strikes, fires, explosions, epidemics, riots, war rebellion, sabotage or any other fact or circumstance beyond the reasonable control of CNY; **and**
2. Develop and submit to TCEH by **May 10, 2024**, an Emergency Response Plan (ERP) that includes procedures for providing potable water to residents of the park during outages exceeding 24 hours and for restoring the operation of equipment referenced in Exhibit A without unreasonable delay; **and**
3. Notify TCEH by phone at 607-274-6688 within 24 hours if the UV light warning alarm referenced in Exhibit A is triggered, or if the UV disinfection unit or any other component of the water system is otherwise not operating as designed; **and**
4. Maintain at least one spare UV light and additional cartridge filters at all times; **and**
5. Notify TCEH by phone at 607-274- 6688 immediately, if disinfected water is unavailable to the residents of Hanshaw Village MHP for at least four hours; **and**
6. Develop Standard Operating Procedures (SOPs) for equipment in the lower creek pump house, as outlined in Exhibit A, and submit to TCEH **by May 10, 2024**. The SOPs may incorporate materials developed by the manufacturer of the equipment at the lower creek pump house. These SOPs must be stored and accessible at the lower creek pump house at all times; **and**
7. Exercise both wells in the lower creek pump house, as outlined in Exhibit A, on a monthly basis and detail the treated water volume of each such well on the monthly operation report beginning with the April 2024 report; **and**

Diversity Through Inclusion

8. Submit a draft feasibility study, **by August 9, 2024**, prepared by licensed design professional(s) outlining the following:
 - a. Explore alternate drinking water sources. Review to include feasibility of a new drilled well onsite as well as the feasibility of connecting to a municipal water source;
 - b. Explore upgrades and improvements to -the current water treatment system and its components;
 - c. Or other viable options in accordance with Part 5 of the NYSSC; **and**
9. Submit a final feasibility study, **by January 31, 2024**, prepared by licensed design professional(s); and
10. Comply with all the requirements of Subpart 5-1 and Part 17 of the New York State Code for Public Water Supplies and Mobile Home Parks.

CNY and Cook Properties NY understand this Stipulation Agreement is offered as an alternative to a formal administrative hearing and that it is subject to further action if they fail to comply with the Orders.

Signed:  Date: 4/25/24
CNY MHPS, LLC

Signed:  Date: 4/25/24
Cook Properties NY

CNY MHPS, LLC, and Cook Properties, NY are hereby ordered to comply with these Orders of the Whole Health Commissioner.

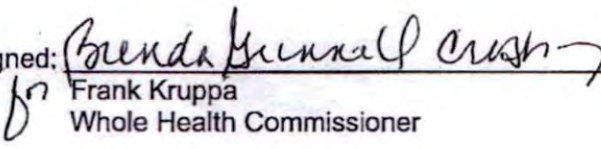
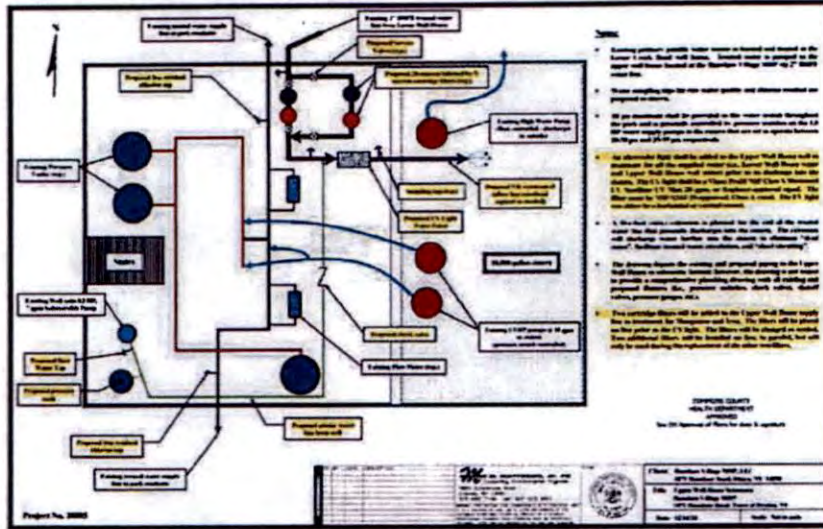
Signed:  Date: 4/25/24
for Frank Kruppa
Whole Health Commissioner

EXHIBIT A



Approval of Completed Works Public Water Supply Improvement

This approval is issued under the provisions of 10 NYCRR, Part 5:

Applicant Name:	Wayne C. Matteson, Jr., P.E.
Location of Works:	Upper Well House Improvements
County:	Tompkins Water District: NA
Plans for the construction of this project were approved on:	1/5/2021
Project Description:	Upper Well House improvements: Iron and Manganese filters, UV disinfection.
This approval for completed works is issued subject to the following conditions:	
<ul style="list-style-type: none"> That the project shall be maintained and operated in conformity with the plans and specifications approved. 	

8/17/2021
Date

ISSUED FOR THE STATE COMMISSIONER OF HEALTH
[Signature]
Designated Representative, P.E.

NEW YORK STATE DEPARTMENT OF HEALTH
Bureau of Water Supply Protection
Flanigan Square, 547 River Street
Troy, New York 12180-2216

Scott D. Freyburger, Public Health Engineer
Division of Environmental Health
55 Brown Road
Ithaca, New York 14850

CASE SUMMARY – FOR RESOLUTION # ENF-24-0003

**Hanshaw Village Mobile Home Park
CNY MHPS, LLC, Owner and
Cook Properties, NY, Operator
1871 Hanshaw Road, T-Dryden
Dryden, NY 13068**

Compiled on May 2024

Date	Action
4/25/2024	TCEH received signed stipulation agreement from Hanshaw Village.
2/22/2024	TCEH sent initial stipulation agreement to Cook Properties to address repetitive water violations and boil water orders.
1/17/2024	TCEH performed a site visit as follow-up to a complaint regarding a resident being without water for three days. TCEH confirmed that there was water, but several homes had lost water due to frozen pipes. Distribution line pressure was observed at 34 psi.
12/26/2023	Boil Water Order (BWO) released by TCEH after UV system put back into service and satisfactory samples were collected.
12/18/2023	Boil Water Order issued by TCEH after discovering that UV disinfection and filtration system was taken out of service by Hanshaw Village.
12/14/2023	Inspection by TCEH. Staff confirmed that UV and filtration system was functioning properly.
12/11/2023	Boil Water Order (BWO) released by TCEH after water was restored and satisfactory samples were collected.
11/22/2023	TCEH issued a BWO after discovering that residents of the park had been without water for an extended period of time. TCEH also issued Public Health Director Orders requiring provisions to provide bottled water to each home as well as making additional potable water accessible and/or provided to tenants upon their request.
11/9/2023	Water system inspection performed by TCEH. Violations cited included: treated water line was bypassing approved filtration and UV disinfection system at storage tank, operator failed to use due care and diligence in modifying the water system without TCEH approval, and the storage tank at Lower Creek Road was not water-tight.
11/1/2023	Permit to Operate Mobile Home Park issued to Cook Properties, NY.
1/11/2022	Water system inspection performed by TCEH. Violations cited included: Emergency contact information was not posted at the well house on Lower Creek Road, operation of pumps was resulting in pump heads having to be replaced every few months, and no back up UV light was available.
11/1/2022	Permit to Operate Mobile Home Park issued to Cook Properties, NY.
12/17/2021	Boil Water Order (BWO) released by TCEH after treatment system was repaired and satisfactory samples were collected.
11/8/2021	Water system inspection performed by TCEH. Violations cited included flood waters entering the well house clogging filtrations systems (replacement filters and UV bulbs were not available), need for source water protection for flooding events, lack sampling tap for source water at the Lower Creek Road well house.

Diversity Through Inclusion

11/1/2021	Permit to Operate Mobile Home Park issued to CNY MHPS LLC, affiliated with Cook Properties.
10/28/2021	Boil Water Order issued by TCEH due to high turbidity
10/25/2021	TCEH became aware of a change in ownership upon receipt of a permit application.

CERTIFIED, REGULAR, & ELECTRONIC MAIL

June 10, 2024

Eric Sears
D.P. Dough Ithaca
65 S. Street
McGraw, NY 13101

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-24-0008
D.P. Dough, C-Ithaca**

Dear Eric Sears:

Thank you for signing the Stipulation Agreement on May 21, 2024, for D.P. Dough Ithaca. Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, June 25, 2024**.

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 in person or via zoom, please contact Kristee Morgan or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,



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

Enclosures: Draft Resolution, Stipulation Agreement and Orders, Inspection Reports, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\D.P. Dough Ithaca\Enforcement\Draft Resolution 24-0008.docx
ec: Tompkins County Board of Health (via: SharePoint); CEO C-Ithaca; TC Legislature Rich John; TCWH: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Whole Health Commissioner; Brenda Crosby, Deputy Public Health Director; Kristee Morgan; Brenda Coyle
scan: Signed copy to Accela

DRAFT RESOLUTION # ENF-24-0008

**D.P. Dough Ithaca
Eric Sears, Owner/Operator
408 College Ave., C-Ithaca
Ithaca, NY 14850**

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

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to provide or use an accurate thermometer to evaluate the temperatures of potentially hazardous foods; **and**

Whereas, on October 4, 2023, and April 4, 2024, the Environmental Health Division (EH) observed critical violations of Subpart 14-1 of the NYSSC where accurate food probe thermometers were not provided or used to evaluate the temperatures of potentially hazardous foods; **and**

Whereas, Eric Sears, Owner/Operator, signed a Stipulation Agreement with Whole Health Commissioners Orders on May 21, 2024, agreeing that D.P. Dough Ithaca 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 D.P. Dough Ithaca, Owner/Operator, is ordered to:**

1. Pay a penalty of \$400 for these violations, due by **August 15, 2024**. (**Do Not** submit penalty payment until notified by the Tompkins County Environmental Health Division); **and**
2. Provide and use accurate food probe thermometers during storage, cooking, cooling and holding of potentially hazardous foods; **and**
3. Properly store in-use wiping cloths in sanitizing solution; **and**
4. Keep handwash sink accessible and properly stocked with soap and paper towels at all times during operation to insure proper hand-washing; **and**
5. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

Food Service Establishment Inspection Summary Report

Operation: D.P. DOUGH ITHACA (ID: 1037764)
Facility Name: D.P. DOUGH ITHACA
Facility Code: 54-AH63 Facility Email: ithacadpdough@gmail.com
Facility Address: 408 College Avenue, Ithaca, NY 14850

To the Attention of:

Eric Sears
65 South Street
Mcgraw, NY 13101
Email: ericbillbroisdairy@gmail.com

Re-Inspection

Date: April 4, 2024 04:05 PM
Inspector: Mikhail Kern (mkern@tomkins-co.org)
Responsible Person: Marcus Flavin

Summary

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

Reinspection is Required

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

FOODS NOT PROTECTED FROM CONTAMINATION, TEMPERATURES NOT MEASURED.

ITEM # 2E WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

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

Code Requirements: Accurate thermometers not available or used to evaluate potentially hazardous food temperatures during cooking, cooling, reheating and holding.

Inspector Findings: Observed probe thermometer covered in a film of grease that is nearly impossible to read.
Correction: Thermometers must be accurate and usable to ensure adequate cooking and cold holding temperatures.
Thermometer must be replaced or cleaned. This is a repeat critical violation.

FOODS NOT PROTECTED FROM CONTAMINATION BY OTHER SOURCES.

ITEM #4D WAS FOUND IN VIOLATION 2 TIME(S). CRITICAL VIOLATION

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

Code Requirements: Other Violations Deemed a Public Health Hazard by the Permit Issuing Official {14-1.10(a)}

Inspector Findings:

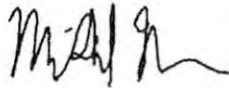
- 1. Wiping cloths not stored in sanitizing solution.
Correction: Wiping cloths must be stored in sanitizing solution between uses.
Sanitizing bucket set up during inspection.
This is repeat non-critical violation.

- 2. Handwash station observed to be obstructed by trash can. No paper towels available for use.
Correction: Handwash station must be accessible and properly set up to ensure food service workers wash their hands.
Trash can moved and paper towels placed at handwash station during inspection.
This is a repeat non-critical violation.

NO ADDITIONAL VIOLATIONS REPORTED

Additional Information Collected During Inspection

Comments: Part 1: Critical violations observed of Items 2E (repeated) and 4D observed.
Part 2: No violations observed.
Items 4A and 5C were corrected from previous inspection.
Reinspection required. Enforcement to follow.



Inspector: Mikhail Kern (mkern@tompkins-co.org)



Received by: Marcus Flavin



4/4/24

Food Service Establishment Inspection Summary Report

Operation: D.P. DOUGH ITHACA (ID: 1037764)
Facility Name: D.P. DOUGH ITHACA
Facility Code: 54-AH63 Facility Email: ithacadpdough@gmail.com
Facility Address: 408 College Avenue, Ithaca, NY 14850

To the Attention of:

Eric Sears
65 South Street
Mcgraw, NY 13101
Email: ericbillbrosdairy@gmail.com

Inspection

Date: October 4, 2023 04:30 PM
Inspector: Katherine Walker (kwalker@tompkins-co.org)
Responsible Person: Greg Tripp
Additional Email(s): kmorgan@tompkins-co.org

Summary

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

Reinspection is Required

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

FOODS NOT PROTECTED FROM CONTAMINATION, TEMPERATURES NOT MEASURED.

ITEM # 2E WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

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

Code Requirements: Accurate thermometers not available or used to evaluate potentially hazardous food temperatures during cooking, cooling, reheating and holding.

Inspector Findings: Observed probe type thermometer to be present but not in use to evaluate temperatures during cooking, cooling and holding. Thermometer had grease and dust film over dial indicating lack of recent use for temperature monitoring.

Correction: Probe thermometer must be clean, sanitized and in working order and must be used to measure temperatures of potentially hazardous foods at all points of service.

FOODS NOT PROTECTED FROM CONTAMINATION BY OTHER SOURCES.

ITEM # 4A WAS FOUND IN VIOLATION 1 TIME(S). CRITICAL VIOLATION

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

Code Requirements: Toxic chemicals are improperly labeled, stored or used so that contamination of food can occur.

Inspector Findings: Observed a bottle containing approximately 6 oz of nail polish remover and an opened bag of cat litter stored inside a cardboard tray with 3 boxes of baking soda, a box of cornstarch, a 5 lb bag of flour and a 3 lb bag of powdered sugar. Photo attached to report.

Correction: Potentially toxic chemicals must be stored in a way that prevents potential contamination of food items.

Action: Food items were discarded and nail polish remover and cat litter were moved to a storage area at time of inspection.

IMPROPER COOLING AND REFRIGERATED STORAGE OF POTENTIALLY HAZARDOUS FOODS.

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

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

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

Inspector Findings: Observed approximately 20 lbs of tater tots in plastic bin on counter in food prep area to be at 55 degrees F. Interview with operator found that item had been removed from refrigeration with the intention of cooking it in batches as orders were received.

Correction: Potentially hazardous foods must be stored under refrigeration and kept at or below 45 degrees F. Room temperature storage of potentially hazardous foods is not permitted.

Action: Interview determined that items had been out of refrigeration for less than one hour. Operator removed item to refrigerated storage for rapid chilling.

IMPROPER CLEANING, WASHING AND SANITIZING OF EQUIPMENT AND UTENSILS.

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

All or parts of the item are violations.

Code Requirements: Wiping cloths dirty, not stored properly in sanitizing solutions

Inspector Findings: Observed dirty wiping cloths stored in dry bucket with no sanitizing solution prepared. Cloths appeared to be contaminated with mildew.

Correction: Sanitizing solution must be properly prepared and maintained and moist wiping cloths must be clean and stored in sanitizing solution between uses.

IMPROPER SANITARY FACILITIES AND CONTROLS.

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

All or parts of the item are violations.

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

Inspector Findings: Observed handwash station to be blocked by trash can with utensils and soiled prep table containers stacked on top of it and to be without hand soap present.

Handwash facilities must be accessible at all times and stocked with hand soap and single-service paper towels to allow for regular handwashing of staff.

Additional Information Collected During Inspection

Comments: Part 1: Observed 3 critical violations of Items #4A; #5C and 2E
Part 2: Observed 2 non-critical violations of Items #11B and 12E

Reinspection required.

A note that non-critical violations which are noted to be reoccurring or rising to the level of a public health hazard can become critical violations if left uncorrected or allowed to reoccur.




Inspector: Katherine Walker (kwalker@tompkins-co.org)



Received by: Greg Tripp



10/4/23

Photo	Caption
	Toxic chemical storage

CASE SUMMARY – FOR RESOLUTION # ENF-24-0008

D.P. Dough Ithaca
Eric Sears, Owner/Operator
408 College Ave., C-Ithaca
Ithaca, NY 14850

Compiled on May 28, 2024

Date	Action
05/21/2024	TCEH received signed Stipulation Agreement.
05/13/2024	Stipulation Agreement sent to operator.
04/04/2024	Re-inspection by TCEH. Violation: See attached inspection report.
10/04/2023	Inspection by TCEH. Violation: See attached inspection report.
09/13/2022	Re-inspection by TCEH. Violation cited on 6/16/2022 corrected. No additional critical violations cited.
06/16/2022	Inspection by TCEH. Violation: Cooked or prepared foods were subject to cross-contamination from raw foods.
08/10/2021	Re-inspection by TCEH. Violation cited on 4/22/2021 corrected. No additional critical violations cited.
4/22/2021	Inspection by TCEH. Violation: An accurate thermometer was not available or used to evaluate temperatures of potentially hazardous foods.
2020	No inspection due to COVID-19 Pandemic
11/22/2019	Inspection by TCEH. No critical violations cited.
08/01/2016	Permit to Operate issued to Eric Sears for Calios Ithaca – subsequently changed to D.P. Dough Ithaca.

ENVIRONMENTAL HEALTH DIVISION

tompkinscountyny.gov/health/eh

Phone: (607) 274-6688

Fax: (607) 274-6695

CERTIFIED, REGULAR, & ELECTRONIC MAIL

June 13, 2024

Cassidy Fox
Ithaca Hotels, LLC
371 Elmira Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-24-0009
Violation of Board of Health Orders - Holiday Inn Express Pool, C-Ithaca**

Dear Cassidy Fox:

On January 23, 2024, the Tompkins County Board of Health adopted resolution #EH-ENF-23-0026 requiring you to, among other things, have a staff member successfully complete a qualified swimming pool water treatment operator course and provide proof of completion to Environmental Health by February 28, 2024. On February 28, 2024 Environmental Health staff reached out to your facility and was told that the test for the course had been delayed and would be completed on March 8, 2024. Further attempts by this office to ascertain whether the course has been completed were unsuccessful. On April 19, 2024, Environmental Health sent a letter to you requiring proof of course completion to be submitted by May 15, 2024. As of the date of this letter Environmental Health has not received documentation that the course has been successfully completed.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, June 25, 2024**. 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 in person or via zoom, please contact Kristee Morgan or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m.(noon).

Sincerely,



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

Enclosures: Draft Resolution; Compliance letter, Resolution #EH-ENF-23-0026, and Case Summary

pc: F:\EH\POOLS-BEACHES (SBS)\Facilities (SBS-4)\TR or CG Pools\Holiday Inn Express\Enforcement\2023 - December\Draft Resolution 24-0009.docx
ec: Tompkins County Board of Health (via; Karan Palazzo, TCWH); CEO C-Ithaca; Rich John, TC Legislature; TCWH: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Whole Health Commissioner; Brenda Crosby, Deputy Public Health Director; Kristee Morgan; Mik Kern; Kate Walker; Brenda Coyle
scan: Signed copy to Accela

ENVIRONMENTAL HEALTH DIVISION
tompkinscountyny.gov/health/eh

Phone: (607) 274-6688
Fax: (607) 274-6695

DRAFT RESOLUTION # ENF-24-0009

**Holiday Inn Express Pool
Ithaca Hotels, LLC, Owner; Cassidy Fox, Manager
371 Elmira Rd.
Ithaca, NY 14850**

Whereas, the owner/operator of a Swimming Pool must comply with the regulations established under Part 6-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, on January 23, 2024, the Tompkins County Board of Health Resolution #EH-ENF-23-0026 ordered Holiday Inn Express to, among other items, have a staff member successfully complete a qualified swimming pool water treatment operator course and provide proof of completion to Environmental Health by February 28, 2024; **and**

Whereas, on February 28, 2024, Holiday Inn Express personnel stated that the test for the course would be offered on March 8, 2024; **and**

Whereas, on April 19, 2024, Tompkins County Environmental Health (EH) sent a letter to Holiday Inn Express stating that proof of course completion must be submitted to EH by May 15, 2024; **and**

Whereas, EH conducted a satisfactory inspection of the pool on June 10, 2024; **and**

Whereas, as of June 10, 2024, the Holiday Inn Express has not provided proof of course completion to satisfy the provisions of Board of Health Resolution #ENF-23-0026; **and**

Whereas, the Board of Health has the authority to fine \$500 to \$2000 for each violation and this fine can be assessed for every day that the violation continues; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Cassidy Fox, Operator, is ordered to:**

1. Pay a penalty of \$250 for these violations, due by **August 15, 2024**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Pay a penalty of \$250 due by **August 15, 2024**. This penalty will be waived upon receipt of proof of completion of certified pool operator course by July 15, 2024; **and**
3. Ensure a qualified swimming pool water treatment operator is on staff to maintain the pool during hours of operation.
4. By July 15, 2024, submit to Tompkins County Environmental Health a valid certificate demonstrating successful completion of an approved course; **and**
5. Comply with all requirements of Board of Health Resolution #ENF-23-0025; **and**
6. Comply with all the requirements of Subpart 6-1 of the NY State Code for Swimming Pools.

April 22, 2024

Cassidy Fox
Ithaca Hotels, LLC
371 Elmira Road
Ithaca, NY 14850

**Re: Compliance with Tom-pkins County Board of Health Resolution #EH-ENF-23-0026
Holiday Inn Express Pool, C-Ithaca**

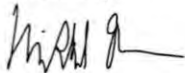
Dear Cassidy Fox:

On January 23, 2024 the Tom-pkins County Board of Health adopted resolution #EH-ENF-23-0026. Among other things, this resolution required you to "Ensure a qualified swimming pool water treatment operator is on staff to maintain the pool during hours of operation. A valid certificate demonstrating successful completion of an approved course must be provided to Tom-pkins County Environmental Health before February 28, 2024." On February 28, 2024 Environmental Health staff reached out to your facility and was told that the test for the course had been delayed and would be completed on March 8, 2024. As of the date of this letter we have not received proof of completion of the Certified Pool Operator Course by your staff.

You must abate this violation of Board of Health orders and submit proof of course completion by Holiday Inn Express staff to Tom-pkins County Environmental Health **by May 15, 2024**. Failure to comply with this requirement will result in additional Board of Health action.

Please contact Kristee Morgan or me at (607) 274-6688 if you have any questions.

Sincerely,



Mikhail Kern
Environmental Health Specialist

Enclosures: Resolution #ENF-23-0026

pc: F:\EH\POOLS-BEACHES (SBS)\Facilities (SBS-4)\TR or CG Pools\Holiday Inn Express\Enforcement\2023 - December\CPO Letter.pdf

ec: CEO C-Ithaca; TCWH: Elizabeth Cameron, P.E., Director of Environmental Health; Kristee Morgan, Mikhail Kern
scan: Signed copy to Accela

CERTIFIED, REGULAR, & ELECTRONIC MAIL

January 26, 2024

Cassidy Fox
Ithaca Hotels, LLC
371 Elmira Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Resolution # EH-ENF-23-0026
Violation of Board of Health Orders - Holiday Inn Express Pool, C-Ithaca**

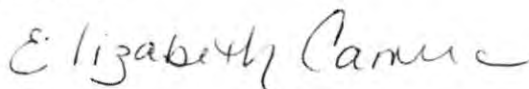
Dear Cassidy Fox:

The Tompkins County Board of Health adopted the enclosed resolution at its regular meeting on January 23, 2024. Please note that the enclosed resolution requires a penalty payment in the amount of **\$800 due by March 15, 2024**, in addition to other requirements.

If you have any questions, please contact Kristee Morgan or me at the Environmental Health Division at (607) 274-6688.

Thank you for your cooperation in this matter.

Sincerely,



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

Enclosure – Final Resolution

pc: F:\EH\POOLS-BEACHES (SBS)\Facilities (SBS-4)\TR or CG Pools\Holiday Inn Express\Enforcement\2023 - December\Final Resolution 23-0026.docx
ec: CEO C-Ithaca; Rich John, TC Legislature; TCWH: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Whole Health Commissioner; Brenda Crosby, Deputy Public Health Director; Kristee Morgan; Mik Kern; Kate Walker; Brenda Coyle
scan: Signed copy to Accela

RESOLUTION # ENF-23-0026

Holiday Inn Express Pool
Ithaca Hotels, LLC, Owner; Cassidy Fox, Manager
371 Elmira Rd.
Ithaca, NY 14850

Whereas, the owner/operator of a Swimming Pool must comply with the regulations established under Part 6-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, on April 25, 2023, the Tompkins County Board of Health Resolution #EH-ENF-22-0055 ordered Holiday Inn Express to provide facility personnel with knowledge about pool operations on premises at all times the pool is in use, maintain skimmers and flow meter in working order at all times of operation and provide an accurate pool chemistry test kit and tablets; **and**

Whereas, on October 19, 2023, the Holiday Inn Express pool was observed to be open without a knowledgeable facility staff person on premises, skimmers and flow meters were observed to not be functioning, and the pool test kit available was observed to be an unapproved OTO (orthotolidine) test kit; **and**

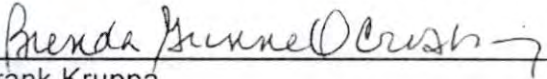
Whereas, on October 19, 2023, Holiday Inn Express violated these provisions of the New York State Sanitary Code and the provisions of Board of Health Resolution #ENF-22-0055; **now therefore be it**

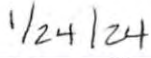
Resolved, on recommendation of the Tompkins County Board of Health,
That Cassidy Fox, Operator, is ordered to:

1. Pay a penalty of \$800 for these violations, due by **March 15, 2024**; **and**
2. Provide monthly logs to Tompkins County Environmental Health by the 10th day of the following month showing that facility personnel with knowledge about pool operations is on premises at all times the pool is in use and conducting at least one visual check daily, prior to operation/use. The visual check shall confirm the pool is in compliance, including safety equipment and water quality. The personnel must sign the log and record the time of inspection and number of persons using the pool; **and**
3. Provide proof of repair or replacement of the pool's flow meter to Tomkins County Environmental Health by **February 28, 2024**; **and**
4. Maintain the chlorine level of the pool at 0.6 mg/l up to a pH of 7.8 and at a minimum of 1.5 mg/l for a pH between 7.8 and 8.2; **and**
5. Complete Monthly Operating Reports for the pool documenting chlorine and pH levels at least three times a day. Submit reports to the Environmental Health Division by the 10th day of the following month; **and**
6. Maintain skimmers so that they are properly working at all times; **and**
7. Provide an accurate pool chemistry test kit and tablets; **and**

8. Ensure a qualified swimming pool water treatment operator is on staff to maintain the pool during hours of operation. A valid certificate demonstrating successful completion of an approved course must be provided to Tompkins County Environmental Health before February 28, 2024; **and**
9. Comply with all the requirements of Subpart 6-1 of the NY State Code for Swimming Pools.

This action was adopted by the Tompkins County Board of Health at its regular meeting on January 23, 2024.


for Frank Kruppa
Whole Health Commissioner


Date

CASE SUMMARY – FOR RESOLUTION # EH-ENF-24-0009

Holiday Inn Express Pool
Cassidy Fox, Operator; Ithaca Hotels, LLC, Owner
371 Elmira Road, C-Ithaca
Ithaca, NY 14850

June 2024 - Swimming Pool

Date	Action
06/13/2024	Draft Resolution #EH-ENF-24-0009 sent.
05/15/2024	No proof of course completion received and no correspondence received from hotel staff. Attempts by EH staff to contact hotel staff were not responded to.
04/22/2024	Following several attempts to contact Holiday Inn Express staff for information on the status of course completion with no response a follow-up letter was sent to the facility with a new course deadline of 5/15/2024.
02/28/2024	Board of Health deadline for completion of Certified Pool Operator Course. Proof of completion not received. Environmental Health staff visited facility and were told that the test for the course had been delayed and it would be completed on 03/08/2024.
01/23/2024	TC Board of Health adopted resolution #EH-ENF-23-0026.
01/04/2024	Pre-Operational inspection of facility. Pool was cleared to re-open.
12/18/2023	Inspection of facility related to illness investigation. Pool closed.
12/13/2023	Draft Resolution sent to Holiday Inn Express regarding critical violations at swimming pool.
10/19/2023	Inspection by TCHD. Violations: See attached report.
04/25/2023	Resolution #EH-ENF-22-0055 approved by Tom-pkins County Board of Health.
01/31/2023	Re-Inspection by TCHD. No critical violations cited.
12/19/2022	Inspection by TCHD. Violations: Pool observed to be in operation without approval from TCHD. Minimum disinfection level was not provided. Knowledgeable pool operator not present. Flow meter, acid feeder and skimmers were not properly functioning. Pool did not have an approved chlorine test kit for checking disinfection levels. Enforcement action #EH-ENF-22-0055 initiated.
03/11/2022	Field visit by TCHD. Pool observed to be closed, minimum disinfection level was not restored. Operator informed that pool could not reopen until approved by TCHD. See attached inspection report.
03/10/2022	Re-inspection by TCHD. Violation: Minimum disinfection level was not provided. Flow meters and acid feeder were not properly functioning.
02/15/2022	Inspection by TCHD. No critical violations cited, several non-critical items cited.

04/08/2021	Re-inspection by TCHD. No critical violations cited.
03/10/2021	Inspection by TCHD. Violation: Minimum disinfection level was not provided.
01/23/2020	Inspection by TCHD. No critical violations cited.
11/17/2019	Re-inspection by TCHD. No critical violations cited.
07/25/2019	Inspection by TCHD. No critical violations cited.
03/12/2019	Re-inspection by TCHD. No critical violations cited.
03/04/2019	Inspection by TCHD. Violation: Minimum disinfection level was not provided.
10/28/2016	Permit to operate Holiday Inn Express Pool issued to Ithaca Hotels, LLC.

Date: May 16, 2024
Memo to: Members of the Tompkins County Board of Health
From: Elizabeth Cameron, Director of Environmental Health *Elizabeth Cameron*

Subject: Refund Policy; Removal of refund fee

In 2011, Environmental Health (EH) developed a refund policy approved by the Board of Health. The policy included a \$25 refund processing fee to cover administrative costs.

On average, the Division processes 15-20 refunds annually. However, EH generally only recovers \$100 in total revenue from the refund processing fee. Many refunds are due applicants applying for a permit that is not required, where we don't charge the \$25 for each refund.

Considering the additional administrative burden in tracking and applying the refund processing fee and the minimal financial benefit gained, EH is proposing to eliminate the \$25 refund processing fee effective January 1, 2025, and request the Board's approval of the attached revised refund policy.

Diversity Through Inclusion

Environmental Health Division
Policy for Refunds of Permit, Application and Plan Review Fees
Draft for BOH Review May 2024

Background:

The Tompkins County Environmental Health Division receives fees from the public for water system operations, onsite wastewater system applications, realty subdivision developments, permits to operate, plan reviews, and other services. This policy addresses those instances when the Division receives a request for a refund of these fees.

Policy:

1. ~~There will be a \$25 processing fee for any refund issued by the Division.~~ Refunds may take 2 - 4 weeks to process.
2. For operating and facility permit fees, refunds will be issued to the applicant upon request if the request is received within 6 months of the issue date of the permit and if the facility has not operated and if the permit has not expired.
3. For other application and plan review fees, refunds will be issued upon request if the request is received within 6 months of the submittal date of the application or plan and if the Division technical staff has not conducted a field visit or spent more than 1 hour reviewing the submittal.
4. Requests for fee refunds received within 6 months from the date of permit issuance or application or plan submittal may be issued for extenuating circumstances (e.g., in case of death or serious emergencies) with the approval of the Environmental Health Director.
5. Applicants that are denied a refund may submit a written statement or speak during privilege of the floor at a regularly scheduled Board of Health meeting to ask the Board to consider their request.

Approved by the Tompkins County Board of Health at its regular meeting on May 28, 2024.

Frank Kruppa
Whole Health Commissioner

Diversity Through Inclusion

Date: June 13, 2024
Memo to: Members of the Tompkins County Board of Health
From: Elizabeth Cameron, Director of Environmental Health

Subject: Revised Recommended Environmental Health Division Fees for 2025

The information in this packet addresses our proposed facility operating and plan review fees and other revenue projections for 2025.

We saw little change in our proposed cost to revenue recovery in most programs and are therefore only proposing the following changes to our fees:

- **Onsite Wastewater Treatment System (OWTS) Fees:**
 - **OWTS Replacement Permit w/ Plans Fee:** We are proposing to add the discount for replacement systems, with no site evaluation, that was removed in 2024. Until prior to 2024, we are now seeing an increased number of applications received by outside engineers that fall into this category.
 - **OWTS Plan Review Fee:** We are proposing a 10% increase in the OWTS plan review fee design rates for 1,000-1,999 and 2,000+ gallons per day. We are seeing a slight decrease in our cost recovery due to the review time involved for these larger systems.
 - **OWTS Application Renewal Fee:** We currently have the discretion to waive the permit renewal fee/transfer and are adding the same discretion to the application renewal/transfer fee.

- **Refund Request Fee:** We are proposing to eliminate the \$25 refund processing fee in accordance with the proposed revised policy.

The financial information used to prepare the attached tables is based on 2023 information. Based on the proposed fees, the sources of estimated revenue for 2025 are:

Estimated Revenue (* Does not include revenue from Grants and State Aid):

Operating/permit fees	\$ 361,038
Plan review/other fees	\$ 22,475
<u>Fines/penalties/late fees/other</u>	<u>\$ 39,850</u>
Subtotal*: \$423,363	
<u>Less credit card processing cost</u>	<u>\$ 3,755</u>

Total Estimated EH Revenue*: \$ 419,608

The following information is attached for your review:

- Table 1. Proposed Environmental Health Fee Schedule 2025
- Table 2. Proposed Operating and Permit Fees Detail Sheet 2025
- Table 3. Proposed Plan Review Fees Detail Sheet 2025
- Table 4. Estimated Revenue from Other Fees 2025

Diversity Through Inclusion



Table 1 - Proposed Environmental Health Fee Schedule 2025

2025 OPERATING PERMIT, PLAN REVIEW & 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"/>
⁶⁾ Mass Gathering Operating Permit	\$4,100 <input type="checkbox"/>
Mass Gathering Plan Review	
New Event; 1st 2 Submissions	\$15,000 <input type="checkbox"/>
Existing Event; 1st 2 Submissions	\$7,500 <input type="checkbox"/>
Additional Submissions; New/Existing	\$3,750 <input type="checkbox"/>
Migrant Farmworker Housing Operating Permit	No Fee <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 & Wave Pool/Spray Park/Other Aquatic Facility	\$360 <input type="checkbox"/>
Recreational Aquatic Facility Plan Review	
Swimming Pool/Bathing Beach/Other Aquatic Facility ≤ 5,000 sqft	\$360 <input type="checkbox"/>
Slide & Wave Pool/Spray Park/Other Aquatic Facility > 5,000 sqft	\$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 or Vending Machine	\$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"/>
⁵⁾ Late Application - Received less than 2 weeks before event	\$25 <input type="checkbox"/>
⁵⁾ Additional Expedited Permit Processing Fee - 3 days or less	\$25 <input type="checkbox"/>
OTHER FEES	
⁵⁾ Late Application/Water Fee	\$75 <input type="checkbox"/>
⁵⁾ Additional Expedited Permit Processing Fee - 7 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"/>
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 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)
 - ⁵⁾ Fee may be waived at TC Environmental Health discretion.
 - ⁶⁾ Plus \$80 per staff/hr for incident response, if needed.

Preparer/Date: _____
 cc: Support Staff



Table 1 - Proposed Environmental Health Fee Schedule 2025

2025 WATER SYSTEM OPERATING, ON-SITE WASTEWATER TREATMENT & DEVELOPMENT FEES	
On-Site Wastewater Treatment System (OWTS) Construction Permit	
New Construction/Conversion	\$450
New/Conversion w/ Engineer Plans; no Site Evaluation	\$325
Replacement System	\$335
Replacement w/ Engineer Plans; no Site Evaluation	\$175
⁵⁾ Permit Re-Design; New/Conversion/Replacement	\$100
Septic Tank/Pump Chamber Replacement	\$105
⁵⁾ Holding Tank or ETU Permit Renewal	\$50
OWTS Plan Review Submitted by Design Professional	
0 – 499 gpd design rate	\$190
500 – 999 gpd design rate	\$230
1,000 – 1,999 gpd design rate	\$375
2,000+ gpd design rate	\$590
Other OWTS Modifications/Multiple Submissions	\$160
Holding Tank Initial Permit & Plan Review	\$160
OWTS Permit/Application Renewal or Transfer	
⁵⁾ Permit Renewal (may be renewed 1x prior to expiration)	\$80
⁵⁾ Permit Transfer (prior to expiration)	\$80
⁵⁾ Application Renewal (may be renewed 1x prior to expiration)	\$80
⁵⁾ Application Transfer (prior to expiration)	\$80
Collector Sewer - 6" & larger (DEC & Health Dept Projects)	
< 5,000'	\$150
≥ 5,000'	\$250
Preliminary Development Review (where soil testing is required) \$400	
<i>(Preliminary Development fees are applied to the Realty Subdivision fee upon full plan submittal when submitted within 12 months)</i>	
Realty Subdivision Development Review \$800	
Plus \$12.50 per lot NYS filing fee	
Add \$35 per lot with individual water	
Add \$55 per lot with individual sewage	
<i>(Subtract Preliminary Development fees paid)</i>	
Realty Subdivision Approval Renewal \$200	
⁵⁾ Other Engineering Review	\$160
Total Fess - Page 2	
Water System Operating Fee	
Community Water System (with sources)	
Groundwater System	\$200
Surface Water System	\$1,800
Non-Community Water System (with sources)	
Bottled/Bulk Haulers, Ice Plants	\$360
Water System Construction Permit & Plan Review	
Community Water System (Part 5, NYSSC) < 100,000 gpa	\$450
Community Water System (Part 5, NYSSC) ≥ 100,000 gpa	\$1,000
Non-Community Public Water System	\$210
Distribution Water Main - 6" or larger	
< 5,000'	\$300
≥ 5,000'	\$400
Cross-Connection Control	
\$200 plus \$50/device	
Water Storage Tank > 500,000 gal \$500	
⁵⁾ Other Water System Modification	\$160
OTHER FEES	
⁵⁾ Late Application/Water Fee	\$75
⁵⁾ Additional Expedited Permit Processing Fee - 7 days or less	\$50
Waiver/Variance Request (Requiring Board of Health Action)	\$75
Waiver from NYS Appendix 75-A (Unless due to TCHD Referral)	\$75
Refund Request (within 6 months of receipt)	\$25
Environmental Impact Statement Review	
<i>(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)</i>	

- Notes:**
- A check mark indicates fee applies to your facility. Fees are additive for all operations.
 - Checks should be made payable to: Tompkins County Health Department.
 - There will be a \$20 service charge on all returned checks.
 - Payment methods: check, cash, money order, or online w/credit card (Visa, MC, Discover)
 - Fee may be waived at TC Environmental Health discretion.
 - Plus \$80 per staff/hr for incident response, if needed.

Preparer/Date: _____
 cc: Support Staff

Draft for BOH Review - May 2024
Table 3 - Environmental Health Division
Proposed Plan Review Fees Detail Sheet 2025

PROGRAM	FEES			# PLANS			LAST YEAR PLANS REVIEWED	TOTAL PROGRAM HOURS 2023	ESTIMATE D HOURS PER PLAN	COST PER PLAN REVIEW	PROGRAM COST		REVENUE		REVENUE / PROGRAM COST	
	2025 PROPOSED	2024 FINAL	2023 FINAL	2025-EST INVOICED	2023 APPROVED	2023 INVOICED					2023-or ESTIMATE	2025 ESTIMATE	2025 ESTIMATE	2023 Final	2025 ESTIMATE	2023 FINAL
PUBLIC WATER SYSTEMS								50.5				\$5,007	\$4,817	\$3,980	\$4,860	0.79
Community Water System Facility < 100,000 gpd	\$450	\$450	\$450	1	1	1	2023	8.0	8.0	\$763	\$763	\$763	\$450	\$450	\$450	0.59
Community Water System Facility ≥ 100,000 gpd	\$1,000	\$1,000	\$1,000	0	0	0	na	0.0	20.0	\$1,908	\$0	\$0	\$0	\$0	\$0	
Water Main Ext < 5,000'	\$300	\$300	\$300	5	5	5	2023	20.0	4.0	\$382	\$1,908	\$1,908	\$1,500	\$1,500	\$1,500	0.79
≥ 5,000'	\$400	\$400	\$400	0	0	0	2018	0.0	6.0	\$572	\$0	\$0	\$0	\$0	\$0	0.00
Cross-Connection Control	\$200	\$200	\$200	5	3	6	2023	10.5	3.5	\$334	\$1,669	\$1,001	\$1,000	\$1,200	\$1,200	0.60
Add per device	\$50	\$50	\$50	10		12	2023	0.0					\$500	\$600	\$600	
Non-Community Water System	\$210	\$210	\$210	1	2	3	2023	6.0	3.0	\$286	\$286	\$572	\$210	\$630	\$630	0.73
Water Storage Tank	\$500	\$500	\$500	0	0	0	2018	0.0	8.0	\$763	\$0	\$0	\$0	\$0	\$0	0.00
Other Water System Modification	\$160	\$160	\$160	2	3	3	2023	6.0	2.0	\$191	\$382	\$572	\$320	\$480	\$480	0.84
FOOD SERVICE ESTABLISHMENTS												\$3,815	\$4,006	\$2,850	\$2,910	0.75
High & Medium Risk	\$210	\$210	\$210	10	12	11	2023	36.0	3.0	\$286	\$2,861	\$3,434	\$2,100	\$2,310	\$2,310	0.73
Low Risk	\$150	\$150	\$150	5	3	4	2023	6.0	2.0	\$191	\$954	\$572	\$750	\$600	\$600	0.79
Push Cart Medium/Low Risk	\$100	\$100	\$100	0	0	0	2015	0.0	1.0	\$95	\$0	\$0	\$0	\$0	\$0	
MOBILE HOME PARKS	\$460	\$460	\$460	0	0	0	2022	0.0			\$0	\$0	\$0	\$0	\$0	
Add per unit/lot	\$30	\$30	\$30	0	0	0	2007	0.0			\$0	\$0	\$0	\$0	\$0	
CAMPGROUNDS	\$200	\$200	\$200	0	0	0	2022	0.0	5.0	\$477	\$0	\$0	\$0	\$0	\$0	
SWIMMING POOLS/BATHING BEACHES ≤ 5,000 sqft	\$360	\$360	\$360	0	0	0	2022	0.0	6.0	\$572	\$0	\$0	\$0	\$0	\$0	
Swimming Pools > 5,000 sqft	\$770	\$770	\$770	0	0	0	2008	0.0	12.0	\$1,145	\$0	\$0	\$0	\$0	\$0	
MASS GATHERING (NEW; 1st 2 Submissions)	\$15,000	\$15,000	\$12,000	0	0	0	na		800.0	\$76,303	\$0	\$0	\$0	\$0	\$0	
MASS GATHERING (EXISTING; 1st 2 Submissions)	\$7,500	\$7,500	\$5,000	1	1	1	2023	1193.0	682.5	\$65,096	\$65,096	\$65,096	\$7,500	\$5,000	\$5,000	0.12
MASS GATHERING Multiple Submissions New/Existing	\$3,750	\$3,750	\$0	0	0	0	na		510.5	\$48,691	\$0	\$0	\$0	\$0	\$0	
ON-SITE WASTEWATER TREATMENT SYSTEMS								142.0				\$14,021	\$13,544	\$7,345	\$7,585	0.52
0 - 499 gpd Design Rate	\$190	\$190	\$190	25	27	29	2023	108.0	4.0	\$382	\$9,538	\$10,301	\$4,750	\$5,495	\$5,495	0.50
500 - 999 gpd Design Rate	\$230	\$230	\$230	5	6	8	2023	30.0	5.0	\$477	\$2,384	\$2,861	\$1,150	\$1,770	\$1,770	0.48
1,000 - 1,999 gpd Design Rate	\$375	\$340	\$340	1	0	0	2021	0.0	6.0	\$572	\$572	\$0	\$375	\$0	\$0	0.66
2,000+ gpd Design Rate	\$590	\$540	\$540	1	0	0	2022	0.0	10.0	\$954	\$954	\$0	\$590	\$0	\$0	0.62
Other OWTS Modifications/Multiple Submissions	\$160	\$160	\$160	2	1	1	2023	2.0	2.0	\$191	\$382	\$191	\$320	\$160	\$160	0.84
Holding Tank Plan Review & Initial Permit	\$160	\$160	\$160	1	1	1	2023	2.0	2.0	\$191	\$191	\$191	\$160	\$160	\$160	0.84
Collector Sewer < 5,000'	\$150	\$150	\$150	0	0	0	2022	0.0	2.0	\$191	\$0	\$0	\$0	\$0	\$0	
≥ 5,000'	\$250	\$250	\$250	0	0	0	2022	0.0	3.0	\$286	\$0	\$0	\$0	\$0	\$0	
REALTY SUBDIVISION TOTAL								32.0				\$0	\$3,052	\$0	\$1,138	
REALTY SUBDIVISIONS *	\$800	\$800	\$800	0	1	1	2023	8.0	8.0	\$763	\$0	\$763	\$0	\$800	\$800	
Add per lot NYS filing fee	\$12.50	\$12.50	\$12.50	0	46	5	2023	0.0					\$0	\$63	\$63	
with Individual Water	\$35	\$35	\$35	0	6	0	2022	12.0	2.0	\$191	\$0	\$1,145	\$0	\$0	\$0	
with Individual OWTS	\$55	\$55	\$55	0	6	5	2023	12.0	2.0	\$191	\$0	\$1,145	\$0	\$275	\$275	
Subdivision Renewal	\$200	\$200	\$200	0	0	0	2020	0.0	2.0	\$191	\$0	\$0	\$0	\$0	\$0	
Preliminary Development Review	\$400	\$400	\$400	0	0	0	2014	0.0	4.0	\$382	\$0	\$0	\$0	\$0	\$0	
Add per lot	n/a	n/a	n/a	0	0	0	2014	0.0	1.0	\$95	\$0	\$0	\$0	\$0	\$0	
OTHER PLAN REVIEW	\$160	\$160	\$160	5	0	0	2022	0.0	2.0	\$191	\$954	\$0	\$800	\$0	\$0	0.84
TOTAL PLAN REVIEW FEES												\$88,893	\$90,515	\$22,475	\$21,493	0.25

NOTES:

2023 EH Annual Cost & Staff Time	\$2,302,198.00	3448.2	Staff Cost = \$667.65 per day	\$95.38 per hr
2022 EH Annual Cost & Staff Time (based on 2021)	\$2,033,178.00	3261.8	Staff Cost = \$623.33 per day	\$89.05 per hr
2021 EH Annual Cost & Staff Time	\$2,033,178.00	3261.8	Staff Cost = \$623.33 per day	\$89.05 per hr
2020 EH Annual Cost & Staff Time (based on 2019)	\$1,930,595.00	3279.2	Staff Cost = \$588.74 per day	\$84.11 per hr
2019 EH Annual Cost & Staff Time	\$1,930,595.00	3279.2	Staff Cost = \$588.74 per day	\$84.11 per hr

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

\$983

Draft for BOH Review - May 2024

Table 4 - Environmental Health Division Estimated Revenue from Other Fees 2025

Other Fees	2025 Proposed	5 Year Average	2023	2022	2021	2020	2019
Late Fees	\$7,500.00	\$5,730.00	\$7,950.00	\$7,950.00	\$3,950.00	\$3,550.00	\$5,250.00
Expedited Permit 7 days or less	\$1,000.00	\$800.00	\$950.00	\$750.00	\$800.00	\$700.00	\$800.00
Penalties/Fines	\$30,000.00	\$29,876.60	\$54,050.00	\$40,500.00	\$8,000.00	\$10,500.00	\$36,333.00
Rabies Donations	\$1,200.00	\$1,405.38	\$1,002.00	\$1,075.00	\$1,821.75	\$1,847.00	\$1,281.16
Refunds Request	\$0.00	\$110.00	\$100.00	\$100.00	\$100.00	\$100.00	\$150.00
Waivers	\$150.00	\$135.00	\$150.00	\$0.00	\$150.00	\$225.00	\$150.00
Waiver from NYS Appendix 75-A (OWTS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NA
Total Other Fees	\$39,850.00	\$38,056.98	\$64,202.00	\$50,375.00	\$14,821.75	\$16,922.00	\$43,964.16

Notes:

Late Application (May be waived at TCEH discretion)	\$75	\$5,625	\$7,500	<i>Est. 75-100 per year</i>
Expedited Permit 7 days or less (May be waived at TCEH discretion)	\$50	\$750	\$1,000	<i>Est. 15-20 per year</i>
Waiver from NYS Appendix 75-A OWTS (Est. 5 or less per year)	\$75			

CERTIFIED, REGULAR, & ELECTRONIC MAIL

June 13, 2024

Rachel Lambert
175 Williams Glen Road
Ithaca, NY 14850

Re: Request for Waiver of Tom-pkins County Sanitary Code S-6.02 –
Tax Map # 26.-4-7, 175 Williams Glen Rd, T- Ithaca, EH-OW-24-0109

Dear Ms. Lambert:

The Tom-pkins County Board of Health will be considering the waiver request from S-6.02 of the Tom-pkins County Sanitary Code (TCSC) for the installation and use of a replacement Onsite Wastewater Treatment System (OWTS) for the address noted above. Enclosed is a copy of the waiver request that the Tom-pkins County Board of Health will consider at its meeting on **Tuesday, June 25, 2024**.

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 in person or via zoom, please contact Scott Freyburger or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,



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

Enclosures: TC Onsite Wastewater Treatment System (OWTS)Variance/Waiver Request Form, Approved Waiver from Town of Ithaca Article II, Section 214-5 law Waiver Request

pc: F:\EH\ENGR PLAN REVIEW (EPR)\Engineering Projects\Projects Proposed\Ithaca (T)\Sewage\EH-OW-24-0109 - 175 William Glen Rd\Notice of BOH Waiver Review.docx
ec: Tom-pkins County Board of Health (via: SharePoint); CEO T-Ithaca; TCWH: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Whole Health Commissioner; Brenda Crosby, Deputy Public Health Director; Scott Freyburger, Public Health Engineer; Brenda Coyle; Adam Ace
scan: Signed copy to Accela

Date: June 13, 2024
Memo to: Members of the Tom-pkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health
Subject: Request for Waiver of Tom-pkins County Sanitary Code S-6.02 –
Tax Map # 26.-4-7, 175 Williams Glen Rd, T- Ithaca, EH-OW-24-0109

Request: That the Board of Health grant a waiver from S-6.02 of the Tom-pkins County Sanitary Code (TCSC) for the installation and use of a replacement Onsite Wastewater Treatment System (OWTS) at 175 Williams Glen Road, Ithaca, NY 14850.

Discussion: Tom-pkins County Sanitary Code Article VI, Section 6.02(a) states: *Where a municipal sewage system is available and accessible, no person shall construct any other sewage system except for temporary use in connection with a construction project. When a municipal sewage system is available and accessible to any property, the permit issuing official may order the owner to abandon the use of any other sewage system and to connect with the municipal sewage system within a specified period of time.*

Ithaca Town Law Article II, Section 214-5 states: *Except as otherwise provided in this article, the owner of any house, ... hereby required at his expense to connect with the municipal public sewer and, also, at his expense, to install plumbing and toilet facilities therein and to connect such facilities directly with the public sewer in accordance with the provisions of this chapter, and even if sewage collection and disposal facilities are provided by any other public agency in such area.*

The owners of the property, Joshua and Rachel Lambert, need a waiver from the Tom-pkins County Sanitary Code in order to construct a replacement OWTS permit for this residential home on this property. On April 22, 2024, the owners received a waiver from the Town of Ithaca Article II, Section 214-5 law (attached).

The owners of the property are now requesting a waiver from Article VI, Section 6.02(a) of the TCSC to install a replacement OWTS because of financial hardship (attached). The cost to connect to the municipal system was estimated to be between \$80,000 and \$100,000. The proposed onsite system includes an Enhanced Treatment Unit as part of the design. The Environmental Health Division supports this waiver request.

Attachment: TC Onsite Wastewater Treatment System (OWTS) Variance/Waiver Request Form, Approved Waiver from Town of Ithaca Article II, Section 214-5 law

ENVIRONMENTAL HEALTH DIVISION
tompkinscountyny.gov/health/eh

Phone: (607) 274-6688
Fax: (607) 274-6695

Onsite Wastewater Treatment System (OWTS) Variance/Waiver Request Form

Complete this application to request a variance/waiver from the Tompkins County Sanitary Code (TCSC) requiring Board of Health (BOH) approval. Application must be received with applicable fee, at least two weeks prior to the BOH meeting (meetings are held on the 4th Tuesday of every month). Be as detailed as possible; use separate sheet if necessary.

Name: Joshua and Rachel Lambert Address: 175 Williams Glen Road, Ithaca, NY 14850
 Phone: 607-279-1370 Email: joshuelambert81@gmail.com
 Design Professional: Andrew J. Sciarabba, PE Sciarabba Engineering, PLLC

1. Property Address and/or Facility Name: 175 Williams Glen Road
 Town/Village: Town of Ithaca
 Tax Map Number: 26-4-7

2. Waiver requested from ("quote specific rule/regulation"):
Waiver from TC Sanitary Code Section § S-6.02. General provisions.
Section 6.02 requires connection to a municipal sewage system where available. See 3 and 4 below
for basis for waiver from Section 6.02.

3. Background facts (state how the situation arose that causes you to feel a waiver is necessary):
Existing system size, and components are unknown and failed in November of 2023. Town of Ithaca
required a connection to municipal sewer and a design was completed for a pump system but costs for the
pump system would have been in the range of \$80,000 to \$100,000. Owners applied for a waiver from the
connection and the waiver was granted by the Town on April 25, 2024 (See Attached).

4. Discussion (describe detailed reason why your situation needs relief; how you intend to meet the intent of the Code; what alternatives you have tried; what compromises or restrictions you would accept):
A replacement system onsite is required due to the high cost of connecting to the Town sewer system.
With the replacement system in proximity to the stream, property line and house, the system design
includes an Enhance Treatment Unit followed by Gravelless Geotextile Sand Filter Trenches which
will provide 2 levels of enhanced treatment. 3 pine trees will be removed to protect the new system from
root intrusion.

EXTERNAL PLUMBING PERMIT

TOWN OF ITHACA

114 Seven Mile Dr, Ithaca, N.Y. 14850

www.town.ithaca.ny.us



ENGINEERING DEPARTMENT - DANIEL THAETE, PE - DIRECTOR OF ENGINEERING

Phone (607) 273-1656 Fax (607) 272-6076

engineering@town.ithaca.ny.us

Permit No.: EPP-24-12

Date of Permit: April 25, 2024

Expiration Date: April 25, 2025

This serves as the OFFICIAL EXTERNAL PLUMBING PERMIT issued to Rachel And Joshua Lambert to erect, move, demolish, or repair a sanitary sewer as indicated, in accordance with all Laws and Regulations applicable thereto. All work shall be performed in accordance with the construction documents submitted and accepted as part of the application. The Town of Ithaca Engineering Department MUST be notified immediately in the event of any changes occurring during construction.

The permit holder shall comply with 16 CRR NY 753, Protection of Underground Facilities. UDig NY must be notified by calling 811 or online at udigny.org between 2 and 10 working days prior to any excavation, regardless of location and depth. The applicant will be liable for damage to any utility, above or below ground, and shall exercise all necessary precautions and care to prevent such damage.

Scope of work:

Sanitary Sewer Service-Private Treatment System (No Fee).

Project Description: Failed septic system at property. Municipal connection designed. Expensive and complicated construction. Waiver requested.

Project Address: 175 Williams Glen Rd Rachel Lambert

Property Owner: Rachel Lambert

Owner Address: 175 Williams Glen Rd Tax Parcel #: 26.-4-7

Ithaca, NY 14850

Sewer Type: Sanitary Sewer Service-Private Treatment System (No Fee).

Water Type:

Signature:



Director of Engineering

THIS PERMIT MUST BE POSTED ONSITE PRIOR TO WORK COMMENCING. SUPPLEMENTAL NOTES AND PLAN PROVIDED WITH BUILDING PERMIT MUST BE ONSITE AND AVAILABLE DURING INSPECTIONS.

Comments: additional sheet(s) may be attached.

The Sewer Exemption Request was approved on 4/22/2024 via Town Board Resolution #2024-038.

INSPECTION INFORMATION

NEW YORK STATE LAW REQUIRES THAT CONSTRUCTION INSPECTIONS BE MADE BY THE INSPECTOR TO ENSURE PLUMBING CODE COMPLIANCE, AND... ANY SANITARY SEWER MODIFIED OR CREATED IN ASSOCIATION WITH AN EXTERNAL PLUMBING PERMIT CANNOT BE OCCUPIED OR USED PRIOR TO A CERTIFICATION OF COMPLIANCE BEING ISSUED.

This External Plumbing Permit is issued with the understanding that all work will be done in accordance with the latest standards of the International Plumbing Code and the Code of the Town of Ithaca as well as generally accepted construction standards.

To schedule an inspection

Call: 607.273.1656

Minimum of 24-Hours Notice is Necessary

BELOW IS A LIST OF REQUIRED INSPECTIONS:

A CERTIFICATION OF COMPLIANCE

will be issued after all applicable inspections have been conducted and deemed satisfactory.

NOTICE TO PERMIT HOLDER

NOTE: THIS PERMIT IS ISSUED IN THE NAME OF THE PROPERTY OWNER. THE OWNER IS RESPONSIBLE FOR OVERSEEING THE CONTRACTOR/BUILDER AND ENSURING THAT PROPER INSPECTIONS OCCUR IN A TIMELY MANNER. ADDITIONALLY, ANY CHANGES FROM THE PLANS SUBMITTED FOR AN EXTERNAL PLUMBING PERMIT, PARTICULARLY AFTER AN EXTERNAL PLUMBING PERMIT HAS BEEN ISSUED, MUST BE APPROVED PRIOR TO BEGINNING OR CONTINUING CONSTRUCTION.

APPENDIX

- [Medical Director](#)
- [Commissioner](#)
- [Community Health Services](#)
- [Health Promotion Program](#)
- [Children with Special Care Needs](#)
- [Environmental Health](#)
- [New Business](#)

Medical Director's Report

Commissioner Report

Community Health Services

WIC Caseload data FFY 2024

TCWH WIC Program	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	AVG.
Target Caseload	1320	1320	1320	1320	1320	1320	1320	1320	1320	1320	1320	1320	
Participation	1129	1131	1134	1146	1138	1121	1099	1081					1122
% Caseload Served	85.53%	85.68%	85.91%	86.82%	86.21%	84.92%	83.26%	81.89%	0.00%	0.00%			68.02%
% Change Per Month	1.27%	0.15%	0.23%	0.91%	-0.61%	-1.29%	-1.67%	-1.36%	81.89%	0.00%			-8.43%
Total Eligibles	2226	2226	2226	2226	2226	2226	2226	2226	2226	2226	2226	2226	
% Eligibles Served	50.72%	50.81%	50.94%	51.48%	51.12%	50.36%	49.37%	48.56%	0.00%	0.00%			40.34%
% Change Per Month	0.85%	0.09%	0.13%	0.54%	-0.36%	-0.76%	-0.99%	-0.81%	48.56%	0.00%			-4.99%
Enrolled	1229	1216	1210	1208	1200	1197	1180	1175					1202

NYSDOH Communicable Disease Reports

- See following pages.

N.Y.S. Department of Health
Division of Epidemiology
Communicable Disease Monthly Report*, DATE: 03JUN24
Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS Month=May

Disease	2024		2023		2022		2021		Ave (2021-2023)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
ANAPLASMOSIS**	7	83.1	9	106.9	3	35.6	3	35.6	5	59.4
BABESIOSIS**	1	11.9	0	0.0	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	2	23.7	0	0.0	3	35.6	2	23.7	2	23.7
COVID-19	45	534.3	61	724.3	1822	21635	190	2256.1	691	8205.2
DENGUE FEVER**	1	11.9	0	0.0	0	0.0	0	0.0	0	0.0
ECOLI SHIGA TOXIN**	0	0.0	1	11.9	0	0.0	0	0.0	0	0.0
GIARDIASIS	1	11.9	0	0.0	1	11.9	1	11.9	1	11.9
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	11.9	0	0.0	0	0.0	0	0.0	0	0.0
HEPATITIS A	0	0.0	0	0.0	0	0.0	2	23.7	1	11.9
HEPATITIS B,ACUTE	0	0.0	1	11.9	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC**	1	11.9	3	35.6	0	0.0	0	0.0	1	11.9
HEPATITIS C,ACUTE**	0	0.0	0	0.0	0	0.0	1	11.9	0	0.0
HEPATITIS C,CHRONIC**	0	0.0	1	11.9	3	35.6	2	23.7	2	23.7
INFLUENZA A, LAB CONFIRMED	5	59.4	2	23.7	125	1484.3	0	0.0	42	498.7
INFLUENZA B, LAB CONFIRMED	9	106.9	2	23.7	1	11.9	0	0.0	1	11.9
LYME DISEASE** ****	50	593.7	22	261.2	17	201.9	1	11.9	13	154.4
SALMONELLOSIS**	0	0.0	0	0.0	1	11.9	3	35.6	1	11.9
SHIGELLOSIS**	1	11.9	0	0.0	0	0.0	0	0.0	0	0.0
STREP,GROUP A INVASIVE	0	0.0	3	35.6	0	0.0	0	0.0	1	11.9
STREP,GROUP B INVASIVE	0	0.0	0	0.0	1	11.9	0	0.0	0	0.0
STREP PNEUMONIAE,INVASIVE**	0	0.0	0	0.0	1	11.9	1	11.9	1	11.9

Disease	2024		2023		2022		2021		Ave (2021-2023)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
YERSINIOSIS**	1	11.9	1	11.9	2	23.7	0	0.0	1	11.9
SYPHILIS TOTAL.....	1	11.9	0	0.0	2	23.7	0	0.0	1	11.9
- P&S SYPHILIS	0	0.0	0	0.0	1	11.9	0	0.0	0	0.0
- EARLY LATENT**	0	0.0	0	0.0	1	11.9	0	0.0	0	0.0
- LATE LATENT**	1	11.9	0	0.0	0	0.0	0	0.0	0	0.0
GONORRHEA TOTAL.....	9	106.9	10	118.7	9	106.9	8	95.0	9	106.9
- GONORRHEA	9	106.9	10	118.7	9	106.9	8	95.0	9	106.9
CHLAMYDIA	19	225.6	24	285.0	43	510.6	25	296.9	31	368.1

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

**Confirmed and Probable cases counted

***Not official number

**** Beginning in 2022, extrapolated results were no longer used and all confirmed/probable cases are counted.

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 03JUN24
 Through May
 Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS

Disease	2024		2023		2022		2021		Ave (2021-2023)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
AMEBIASIS	0	0.0	0	0.0	1	2.4	0	0.0	0	0.0
ANAPLASMOSIS**	13	30.9	116	275.5	66	156.7	86	204.2	89	211.4
BABESIOSIS**	1	2.4	34	80.7	11	26.1	20	47.5	22	52.2
BLASTOMYCOSIS	0	0.0	1	2.4	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	9	21.4	26	61.7	28	66.5	19	45.1	24	57.0
CHIKUNGUNYA**	0	0.0	1	2.4	0	0.0	0	0.0	0	0.0
COVID-19	631	1498.5	2756	6545.2	16048	38112	9626	22861	9477	22507
CRYPTOSPORIDIOSIS**	0	0.0	7	16.6	11	26.1	14	33.2	11	26.1
CYCLOSPORA	1	2.4	0	0.0	0	0.0	0	0.0	0	0.0
DENGUE FEVER**	4	9.5	0	0.0	1	2.4	0	0.0	0	0.0
ECOLI SHIGA TOXIN**	0	0.0	4	9.5	3	7.1	6	14.2	4	9.5
EHRlichiosis (CHAFEENSIS)**	0	0.0	0	0.0	1	2.4	0	0.0	0	0.0
EHRlichiosis (EWINGII)**	0	0.0	1	2.4	1	2.4	0	0.0	1	2.4
ENCEPHALITIS, ARBO**	0	0.0	0	0.0	1	2.4	0	0.0	0	0.0
ENCEPHALITIS, OTHER	0	0.0	0	0.0	0	0.0	1	2.4	0	0.0
GIARDIASIS	6	14.2	14	33.2	13	30.9	15	35.6	14	33.2
HAEMOPHILUS INFLUENZAE, NOT TYPE B	2	4.7	1	2.4	4	9.5	0	0.0	2	4.7
HEPATITIS A	0	0.0	0	0.0	1	2.4	7	16.6	3	7.1
HEPATITIS B,ACUTE	0	0.0	1	2.4	0	0.0	0	0.0	0	0.0
HEPATITIS B,CHRONIC**	9	21.4	10	23.7	15	35.6	18	42.7	14	33.2
HEPATITIS C,ACUTE**	1	2.4	5	11.9	4	9.5	3	7.1	4	9.5
HEPATITIS C,CHRONIC**	7	16.6	22	52.2	20	47.5	30	71.2	24	57.0
HEPATITIS C,PERINATAL	0	0.0	0	0.0	0	0.0	1	2.4	0	0.0

Disease	2024		2023		2022		2021		Ave (2021-2023)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
HERPES INF, INFANT =< 60 DAYS	0	0.0	1	2.4	0	0.0	0	0.0	0	0.0
INFLUENZA A, LAB CONFIRMED	889	2111.3	251	596.1	1341	3184.7	265	629.3	619	1470.0
INFLUENZA B, LAB CONFIRMED	119	282.6	31	73.6	11	26.1	6	14.2	16	38.0
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	0	0.0	3	7.1	1	2.4	1	2.4
LEGIONELLOSIS	1	2.4	15	35.6	6	14.2	3	7.1	8	19.0
LISTERIOSIS	0	0.0	0	0.0	1	2.4	0	0.0	0	0.0
LYME DISEASE** *****	119	282.6	415	985.6	265	629.3	44	104.5	241	572.3
MALARIA	0	0.0	2	4.7	3	7.1	0	0.0	2	4.7
MONKEYPOX	0	0.0	0	0.0	3	7.1	0	0.0	1	2.4
PERTUSSIS**	1	2.4	0	0.0	0	0.0	0	0.0	0	0.0
RESPIRATORY SYNCYTIAL VIRUS	162	384.7	64	152.0	0	0.0	0	0.0	21	49.9
ROCKY MTN SPOT FEVER**	0	0.0	0	0.0	1	2.4	0	0.0	0	0.0
SALMONELLOSIS**	5	11.9	12	28.5	20	47.5	13	30.9	15	35.6
S.PARATYPHI	1	2.4	0	0.0	0	0.0	0	0.0	0	0.0
SHIGELLOSIS**	3	7.1	1	2.4	2	4.7	1	2.4	1	2.4
STREP,GROUP A INVASIVE	8	19.0	11	26.1	5	11.9	3	7.1	6	14.2
STREP,GROUP B INVASIVE	2	4.7	1	2.4	6	14.2	10	23.7	6	14.2
STREP PNEUMONIAE,INVASIVE**	3	7.1	3	7.1	8	19.0	4	9.5	5	11.9
TOXIC SHOCK SYNDROME,STREPTOCOCCAL**	0	0.0	1	2.4	0	0.0	0	0.0	0	0.0
TUBERCULOSIS***	0	0.0	1	2.4	1	2.4	1	2.4	1	2.4
TYPHOID FEVER	0	0.0	1	2.4	0	0.0	0	0.0	0	0.0
VIBRIO - NON 01 CHOLERA**	0	0.0	3	7.1	2	4.7	1	2.4	2	4.7
YERSINIOSIS**	3	7.1	1	2.4	6	14.2	1	2.4	3	7.1
SYPHILIS TOTAL.....	3	7.1	12	28.5	34	80.7	24	57.0	23	54.6
- P&S SYPHILIS	0	0.0	0	0.0	16	38.0	7	16.6	8	19.0
- EARLY LATENT**	2	4.7	6	14.2	15	35.6	11	26.1	11	26.1

Disease	2024		2023		2022		2021		Ave (2021-2023)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
- LATE LATENT**	1	2.4	6	14.2	2	4.7	6	14.2	5	11.9
- CONGENITAL SYPHILIS	0	0.0	0	0.0	1	2.4	0	0.0	0	0.0
GONORRHEA TOTAL.....	41	97.4	120	285.0	109	258.9	142	337.2	124	294.5
- GONORRHEA	41	97.4	120	285.0	109	258.9	142	337.2	124	294.5
CHLAMYDIA	113	268.4	328	779.0	377	895.3	337	800.3	347	824.1

*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

**** Beginning in 2022, extrapolated results were no longer used and all confirmed/probable cases are counted.

Health Promotion Program

Opioids

911 CALL REPORTS

All calls that come into Tompkins County's 9-1-1 center are coded based on the type of emergency. To help direct the call, the dispatcher assigns each a "Nature." The Department of Emergency Response (DoER) sends the monthly totals to Whole Health for calls coded as "Overdose/Poisoning," and these are posted in graphic form [on the WH website](#). A 4-month summary is shown below.

Total 911 calls per month that are Nature coded as "Overdose/ Poisoning."

Source: DoER.

Month	2019	2020	2021	2022	2023	2024
FEB	16	35	19	19	45	14
MAR	34	24	23	17	35	41
APR	24	12	21	34	25	21
MAY	49	20	39	38	40	39

*Note: a highly intoxicated person can be coded as an overdose because they have consumed too much of a substance.

CHWs

	April 2024 Enrolled Clients	YTD 2024
HiP Tompkins	40	51
General CHW Program	13	13

OUTREACH & TRAININGS

- Better Together for Mental Health
- Home Visiting Programs for Birthing and Postpartum Families in Tompkins County
- Foodnet Meals on Wheels Mac and Cheese Bowl
- Building Trust with African American Rural Communities
- Groton Resource Hub at Groton Public Library

HNP

MONTHLY STATS

HEALTHY NEIGHBORHOODS PROGRAM	May 2024	YTD 2024	May 2023	TOTAL 2023
# of Initial Home Visits (including asthma visits)	23	117	27	252
# of Revisits	0	14	0	56

# of Asthma Homes (initial)	4	13	2	45
# of Homes Approached	0	70	46	530

OUTREACH & TRAINING

- Let's Talk About Health: Caring for Older Adults in Rural New York
- Better Together for Mental Health
- CNY Coalition for Healthy Indoor Air Mtg
- Compassion Corner: Nurturing the Nurturers

COVID-19

- NYS DOH Flu Tracker concluded collecting data for the 2023-2024 flu season, as of May 18, 2024. We are continuing to track COVID-19 “New PCR & Antigen Case Numbers, weekly” and display on our website dashboard.
- Continued partnership and collaboration with Tompkins County Office for the Aging on the development of a COVID-19 mural, with Ithaca Murals, to be completed by end of June 2024.

Media

SOCIAL MEDIA

- Mental Health Awareness Month: highlighted services, shared TC Proclamation for Mental Health Awareness Month, shared about upcoming Mental Health related events, and shared interviews highlighting Mental Health topics.
- Event promotion:
 - Community Visioning for Health – Virtual Event – May 2nd
 - Better Together for Mental Health (May 11 Stewart Park, Ithaca)
 - TCWH & Cornell Cooperative Extension SNAP-Ed Weekly Walking Program (Fridays in May at the Ithaca Children’s Garden)
 - TCWH EH Rabies Vaccination Clinic (May 23, Enfield)
 - Mammo on the Move Mobile Mammography Van at 55 Brown Rd (May 29)
 - Disability Transition and Resource Fair (June 5, Ithaca High School)
- Highlighting awareness for May:
 - Mental Health Awareness Month

PRESS RELEASES

- [Community Announcement: Survey to support funding for private wells and septic systems](#) (5/29/24)

Outreach & Training

Conducted by Health Promotion, PH Fellows, CSCN, and Mental Health staff

OUTREACH

- Mac N’ Cheese Bowl (5/1/24)
- Better Together for Mental Health (5/11/24)
- Groton Resource Hub, Groton Public Library (every Tuesday in May)

TRAINING

- Risk Communications and Managing Opposing Viewpoints in Public Health (JGPR Training Academy)
- Overview of “Shine A Brighter Light: A White Paper on Improving the Reporting of Drug Overdose Fatalities in New York State” (NYSACHO)
- Building Trust with African American Rural Communities Webinar (Rural Communities Opioid Response Program – Technical Assistance)

Committee and Partnership Meetings

Group, Organization	Activity/Purpose	Date
CATCHI Working Group (Coordinated Approach to Community Health Integration)	Combines Social Determinants of Health, CHW initiative and Childhood Nutrition Collaborative into one working group.	Monthly
Long Term Care Committee	Planning and sharing resources for long-term care in the community.	Quarterly
Health Planning Council	Advisory Board and Executive Committee, Hillson reappointed as Secretary and Co-Chair of Community Health and Access Cte.	Bi-monthly
Community Health and Access Committee	Sub-committee of the HPC. Focus on telehealth, maternal health, etc.	Quarterly
COFA Advisory Board	Updates and Age Friendly	Quarterly
Suicide Prevention Coalition	In partnership with the Sophie Fund	Monthly
Immunization Coalition	Quarterly meeting, updates about COVID-19 vaccine and discussion/feedback, youth vaccination promo	Quarterly
Lead Poisoning Prevention Network	Quarterly meeting, review lead cases, prevention, new regulation	Quarterly
Cayuga Health Data Governance Committee	Oversight/advisory committee for the health equity team at Cayuga Health, focus on data collection for health equity, We Ask Because We Care campaign.	Quarterly
TC Cancer Screening Working Group	Regular meeting	Monthly
Aging Services Network	Regular meeting	Monthly
Homeless & Housing Taskforce	Regular meeting	Bi-monthly

PICHC Partners Meeting	Weekly meeting to discuss community health worker roles, align program design, collaborate w/community partners	Weekly
PICHC State Call	Monthly meeting for PICHC programs in NYS	Monthly
LATCH: Lactation Alliance for Tompkins County Health	Monthly meeting of community partners/stakeholders. Mission: To protect, promote, & support breastfeeding/ chestfeeding in Tompkins County, and to protect, promote, & support the rights of families to achieve their infant feeding goals.	Monthly

Children with Special Care Needs (CSCN)

STATISTICAL HIGHLIGHTS

- *See following pages.*

**Children with Special Care Needs Division
Statistical Highlights 2024
EARLY INTERVENTION PROGRAM**

Number of Program Referrals	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2024 Totals	2023 Totals	2022 Totals
Initial Concern/reason for referral:															
-- DSS Founded Case	0	0	0	0	0									0	
-- Gestational Age	0	0	0	0	3									2	6
-- Gestational Age/Gross Motor	0	0	1	0	0									0	2
-- Global Delays	0	0	0	0	0									0	1
-- Hearing	0	2	0	0	1								3	1	2
-- Physical	0	0	0	0	0								0	0	0
-- Feeding	1	1	0	2	2								6	30	17
-- Feeding & Gross Motor	0	0	0	0	1								1	4	10
-- Feeding & Social Emotional	0	0	0	0	0								0	1	4
-- Gross Motor	5	4	1	2	1								13	48	40
-- Gross Motor & Fine Motor	0	0	0	0	0								0	5	9
-- Gross Motor, Speech & Social Emotional	0	1	0	0	2								3	2	4
Gross Motor, Speech& Hearing	1	0	0	0	1								2	0	
-- Fine Motor	0	0	0	0	0								0	0	2
-- Social Emotional	0	2	0	0	1								3	5	3
-- Social Emotional & Adaptive	0	0	0	0	0								0	5	1
-- Speech	6	9	16	7	8								46	110	129
-- Speech & Cognitive	0	0	1	0	0								1	1	0
-- Speech & Feeding	0	0	0	0	0								0	3	3
-- Speech & Fine Motor	0	0	0	0	0								0	2	2
-- Speech & Gross Motor	0	3	0	0	0								3	13	10
-- Speech & Hearing	0	0	0	0	1								1	4	5
-- Speech & Sensory	0	0	2	0	0								2	0	0
-- Speech & Social Emotional	2	1	0	0	1								4	6	11
-- Speech, Feeding & Gross Motor	0	0	0	0	0								0	2	0
-- Speech, Fine Motor, Social/Emotional, Other	0	0	0	1	1										
-- Adaptive	0	0	0	0	0								0	0	0
-- Adaptive/Sensory	0	0	0	0	0								0	3	2
-- Adaptive/Fine Motor	0	0	0	0	0								0	3	0
-- Qualifying Congenital / Medical Diagnosis	0	0	0	0	0								0	8	3
-- Other -- Birth Trauma	0	0	0	1	0								1	3	0
-- Overall Development	1	1	0	1	0								3		
-- Sensory, Safety, Motor	1	0	0	0	0								1		
-- Child in Foster Care	1	0	0	0	0								1		
-- Maternal Drug Use	0	1	0	0	0								1	4	0
Total # of CYSHCN Referrals	0	0	0	0									0	13	23
Total # of Information and Referalls (I&R)	10	7	12	2	12								43	100	48
Total # of Child Find Referrals	1	0	0	0	0								1	7	54
Total Number of CSCN ProgramReferrals	29	32	33	16	35	0	0	30	0	0	0	0		385	391
Caseloads															
Total # of clients worked with during this month	176	177	192	184	190										
Average # of Cases per Full Time Service Coordinator	25.14	25.29	27.43	26.3	27.1										

EARLY INTERVENTION PROGRAM

Billable Expenses/Visits	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2024 Totals	2023 Totals	2022 Totals
-- Intake visits	11	18	17	12	24								82	225	241
-- IFSP Meetings	0	0	0	0	0								0	303	261
-- Initial IFSP	1	0	2	1	0								4		
-- Core Evaluations	8	7	11	6	6								38	191	221
-- Core Evaluations with IFSP	6	6	3	4	14								33		
-- Supplemental Evaluations	1	1	2	0	4								8	54	50
-- Supplemental Evaluations with Amendment	2	1	1	2	0								6		
-- Observation Visits	14	36	33	26	35								144	290	314
-- IFSP Change Visit	1	2	1	4	1								9		
-- IFSP Review Visit	17	17	21	16	13								84		
-- CPSE meetings	9	5	9	7	5								35	63	57
-- SC Discuss	16	20	26	27	19								108	88	
-- SC Visits	10	11	9	18	13								61		
-- Family Training/Team Meetings	0	0	0	0	0								0	3	2
-- Phone Call	182	190	155	143	137								807		
-- OSC-Transfer Chart to OSC	3	3	3	0	10								19		
-- Transition meetings	1	15	7	1	5								29	47	38
-- Home Visit for Signature	2	2	3	1	0								8		
															1184
Services and Evaluations Pending & Completed															
Children with Services Pending(Needs List)															
-- Feeding	7	7	7	7	7								35	67	42
-- Nutrition	0	0	0	0	0								0	0	0
-- Occupational Therapy	12	11	12	11	11								57	57	18
-- Physical Therapy	8	8	8	8	8								40	0	62
-- Social Work	4	4	4	4	4								20	55	13
-- Special Education	22	21	22	22	22								109	0	106
-- Speech Therapy	41	46	48	48	48								231	478	486
															727

EARLY INTERVENTION PROGRAM

Early Intervention Discharges	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2024 Totals	2023 Totals	2022 Totals
-- To CPSE	14	0	2	4	1								21	65	59
-- Aged out	2	4	0	1	1								8	30	15
-- Skilled out	1	3	0	3	1								8	27	27
-- Moved	1	0	0	0	3								4	13	27
-- Not Eligible/DNQ	5	6	5	6	3								25	62	79
-- Family Refused/Unable to Locate	2	4	3	1	4								14	36	1
--Child Deceased	0	0	0	0	0								0	1	1
Total Number of Discharges	25	17	10	15	13								80	234	44
															252

Child Find															
Total # of Referrals	2	0	0	0	0								2	6	53
Total # of Children in Child Find	6	6	6	5	2								6	79	
Total # Transferred to Early Intervention	0	0	0	0	2								2	2	14
Total # of Discharges	0	0	0	1	2								3	17	32

PRESCHOOL SPECIAL EDUCATION PROGRAM

Clients Qualified and Receiving Services	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec				
Children per School District																
-- Ithaca	136	143	152	160	168											
-- Dryden	35	38	42	45	45											
-- Newfield	20	21	21	22	23											
-- Groton	31	33	35	35	36											
-- Moravia	0	0	0	0	0											
-- Lansing	24	28	28	28	31											
-- Trumansburg	13	15	18	20	20											
-- Cortland	0	0	0	0	0											
-- Homer	0	0	0	0	0											
-- Odessa-Montour	1	1	1	1	1											
-- Spencer VanEtten	1	1	1	1	1											
-- Candor	2	2	2	2	2											
-- Newark Valley	0	0	0	0	0											
Total # of Qualified and Receiving Services	263	282	300	314	327	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)	153	163	187	191	196											
-- Speech Therapy (group)	25	25	37	42	39											
-- Occupational Therapy (individual)	52	54	57	60	61											
-- Occupational Therapy (group)	1	1	1	1	1											
-- Physical Therapy (individual)	23	28	30	33	34											
-- Physical Therapy (group)	0	2	2	2	2											
-- Transportation	59	62	62	61	61											
-- Birnie Bus	16	16	16	16	15											
-- Dryden Central School District	2	2	2	2	2											
-- Ithaca City School District	35	38	38	37	38											
-- Parent	6	6	6	6	6											
-- Counseling	29	27	32	35	40											
-- Parent Counseling	26	27	29	29	32											
-- Service Coordination	15	15	15	17	19											
-- Assistive Technology	0	0	0	0	0											
-- Special Ed Itinerate Teacher (SEIT)	30	31	33	46	44											
-- 1:1 Tuition Aide (CB)	5	6	6	6	6											

-- Audiological Services	0	0	0	0	0											
-- Nutrition (OTHER)	0	0	0	0	0											
-- Teacher of the Deaf	0	0	0	0	0											
-- 1:1 Aide	2	2	4	4	4											
-- 1:1 Teacher Assistant	0	0	0	0	0											
-- Music Therapy	0	0	0	0	0											
-- Teacher of Visually Impaired	0	0	0	0	0											
Total # of children rcvg. home based related svcs.	199	217	235	251	264	0	0	0	0	0	0	0	0	0	0	0

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				
-- Ithaca	38	39	39	38	38											
-- Dryden	10	10	10	9	9											
-- Newfield	3	3	3	3	3											
-- Lansing	2	2	2	2	2											
-- Moravia	0	0	0	0	0											
--Groton	3	3	3	3	3											
-- Cortland	0	0	0	0	0											
--Newark Valley	0	0	0	0	0											
-- Trumansburg	7	7	7	7	7											
-- Homer	0	0	0	0	0											
-- Odessa Montour	0	0	0	0	0											
-- Spencer -Van Etten	0	0	0	0	0											
--Candor	1	1	1	1	1											
-- # attending Franziska Racker Centers	30	30	30	28	28											
-- # attending Ithaca City School District	29	30	30	30	30											
-- # attending Dryden Central School	3	3	3	3	3											
-- # attending South Seneca School District	2	2	2	2	2											
Total # attending Special Ed Integrated Tuition Progr.	64	65	65	63	63	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	2024 Totals	2023 Totals	2022 Totals
-- Ithaca	18	17	25	22	27								109	225	219
-- Candor	0	1	0	0	0								1	2	1
-- Dryden	7	3	8	11	7								36	53	64
-- Groton	3	4	16	11	0								34	43	50
-- Homer	0	0	0	0	0								0	0	2
-- Lansing	1	4	4	0	7								16	22	23
-- Newfield	3	0	0	3	7								13	26	19
-- Trumansburg	0	3	3	1	3								10	13	26
-- Spencer VanEtten	0	1	0	0	0								1	1	1
-- Moravia	0	0	0	0	0								0	1	1
Total CPSE Meetings Attended	32	33	56	48	51	0	0	0	0	0	0	0	220	386	390

Environmental Health

SUMMARY OF ACTIVITY

- *See following pages.*

Division of Environmental Health
Summary of Activity (2024)

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	2023 Totals
FOOD PROTECTION PROGRAM - Restaurants & Other Food Service														
Permitted Operations (535 Permitted Operations*)														
Inspections**	53	57	83	78	85								356	828
Critical Violations	5	1	28	14	7								55	170
Other Violations	30	18	38	33	20								139	359
Plans Approved	1	5	1	2	2								11	14
Complaints Received	2	4	2	3	4								15	55
Temporary FSE (150 Estimated Operations*)														
Permits Issued	1	2	7	7	18								35	163
Inspections**	0	0	5	0	12								17	94
Critical Violations	0	0	0	4	0								4	24
Other Violations	0	0	0	0	0								0	12
MOBILE HOME PARKS (39 Permitted Operations, 2019 Lots*)														
Inspections**	0	4	4	5	4								17	17
Critical Violations	0	0	1	3	0								4	6
Other Violations	1	6	3	10	3								23	59
Complaints Received	0	2	0	2	1								5	14
TEMPORARY RESIDENCES - Hotels & Motels (35 Permitted Operations, 2241 Rooms*)														
Inspections**	1	0	0	0	4								5	45
Critical Violations	0	0	0	0	7								7	41
Other Violations	0	0	0	0	5								5	54
Complaints Received	1	0	0	0	2								3	8
MASS GATHERING (Fingerlakes GrassRoots Festival)														
Inspections**	0	0	0	0	0								0	10
Critical Violations	0	0	0	0	0								0	7
Other Violations	0	0	0	0	0								0	46
Complaints Received	0	0	0	0	0								0	0
MIGRANT FARM WORKER HOUSING (1 Operation)														
Inspections**	0	1	0	0	0								1	2
Critical Violations	0	0	0	0	0								0	0
Other Violations	0	0	0	0	0								0	0
Complaint Investigations	0	0	0	0	0								0	0
CAMPGROUNDS & AGRICULTURAL FAIRGROUNDS (9 Operations, 595 Sites*)														
Inspections**	0	0	0	4	5								9	20
Critical Violations	0	0	0	0	0								0	0
Other Violations	0	0	0	0	0								0	18
Complaints Received	0	0	0	0	0								0	0
CHILDREN'S CAMPS (28 Operations)														
Inspections**	0	0	0	0	1								1	57
Critical Violations	0	0	0	0	0								0	4
Other Violations	0	0	0	0	0								0	0
Injury/Illness Investigations	0	0	0	0	0								0	0
Complaints Received	0	0	0	0	0								0	0
SWIMMING POOLS & BATHING BEACHES - (50 Operations*)														
Inspections**	1	7	9	0	8								25	88
Critical Violations	0	2	1	0	0								3	10
Other Violations	0	9	3	0	0								12	60
Injury/Illness Investigations	0	0	0	0	0								0	0
Complaints Received	0	0	0	0	0								0	0
PUBLIC WATER SYSTEMS (PWS) 88 Community PWS, 63 Other PWS*)														
Inspections**	5	6	21	16	15								63	83
Boil Water Orders Issued	2	2	3	0	5								12	7
Complaints Received	1	0	0	0	0								1	1

**Division of Environmental Health
Summary of Activity (2024)**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	2023 Totals
ON-SITE WASTEWATER TREATMENT SYSTEMS (OWTS)														
Permits Issued	12	16	17	16	20	0	0	0	0	0	0	0	81	232
New Construction/Conversions	7	9	5	9	10								40	111
Replacements	5	7	12	7	10								41	121
Completion Certificates Issued	8	10	9	8	14	0	0	0	0	0	0	0	49	190
New Construction/Conversions	3	3	2	4	4								16	73
Replacements	5	7	7	4	10								33	117
ENGINEERING PLAN REVIEWS														
Realty Subdivisions	0	0	0	0	1								1	1
OWTS	4	3	8	4	2								21	34
Collector Sewer	0	0	0	0	0								0	0
Public Water Systems	2	0	0	0	0								2	4
Water Main Extension	0	0	0	0	0								0	5
Cross-Connection Control Devices	2	0	2	2	0								6	5
Other Water System Modification	0	0	1	0	0								1	2
Other Engineering Reviews	0	0	0	0	0								0	0
RABIES CONTROL PROGRAM														
Potential Human Exposure Investigations	30	23	29	30	79								191	581
Human Post-X Treatments	4	5	3	3	16								31	186
Animal Specimens Tested	10	4	6	5	23								48	255
Animals Testing Positive	0	0	0	0	1								1	19
Pet Quarantine	1	0	0	0	0								1	9
Rabies Clinics Offered	1	0	0	0	1								2	5
Dogs Vaccinated	101	0	0	0	79								180	458
Cats Vaccinated	66	0	0	0	29								95	301
Ferrets Vaccinated	2	0	0	0	0								2	10
CHILDHOOD LEAD PROGRAM														
# of New EH Referrals w/ Elevated BLL	1	0	0	1	0								2	7
# of EH Investigations Initiated	1	0	0	1	0								2	6
# of Home Assessments Performed	0	1	0	0	1								2	9
# of Notice of Demands Sent	0	1	0	0	0								1	3
Lead Calls/Inquires Received by EH	0	0	0	0	0								0	9
FOIL REQUESTS														
Total Received	5	1	4	10	4								24	51
ADOLESCENT TOBACCO USE PREVENTION ACT (ATUPA) (65 Operations *) & CLEAN INDOOR AIR ACT (CIAA)														
ATUPA (Adult & Minor) Compliance Checks	24	29	7	0	0								60	112
Violations	0	2	2	0	0								4	1
CIAA Complaints	0	0	0	0	0								0	0
COMPLAINTS - General/Nuisance														
Complaint Investigations Opened	2	4	1	4	5								16	120
ENFORCEMENT ACTIONS														
Total Cases	2	0	2	2	0								6	35
Cases Related to FSE	0	0	1	2	0								3	13
BOH Penalties Assessed	\$800	\$0	\$600	\$8,700	\$0								\$10,100	\$79,000
BOH Penalties Collected	\$1,300	\$500	\$1,700	\$1,100	\$250								\$4,850	\$54,050
CUSTOMER SERVICE/SUPPORT														
Calls Received	410	425	537	543	743								2658	6449
Walk-In Customers	15	21	28	44	77								185	416
TCEH Emails Received	355	372	501	473	546								2247	4807
Applications Processed	90	127	194	198	189								798	1769
Payment Receipts Processed	55	101	169	148	158								631	1331
Renewals/Billings Sent	120	19	183	150	30								502	951

* As of 1/1/2024

** Includes Pre-op, Inspection, Re-inspection, HAACP, Sanitary Surveys (Doesn't include Co-Inspector/Field Visits)