



TIOGA COUNTY BOARD OF HEALTH

PLEASE RSVP TO 607-687-8630

IF YOU WILL NOT BE ABLE TO ATTEND THIS MEETING

TO: Members of the Board of Health

FROM: A. Reigelman, Secretary

DATE: May 11, 2023

RE: Board of Health Meeting - Thursday, May 18, 2023,
7:30 a.m., **Multi-Purpose Room**, 2nd Floor of Health and Human Services
Building at 1062 St. Rt. 38, Owego, NY 13827.

AGENDA

Introduction of Guests

- Denis McCann, Director of Administrative Services
- Susan Medina, Deputy Director of Public Health
- Melanie Miller, Director of Patient Services

Presentation

- Public Health Financials

Additional Items

Old Business

- Meeting Minutes
- Enforcements
- By-Laws Review

New Business

- NYS "Start at 9" Campaign (Endorsement Request)

Informational

- Agency Updates – March & April 2023

Next Meeting Information

- Next Meeting is on June 15, 2023



TIOGA COUNTY BOARD OF HEALTH

MEETING MINUTES March 16, 2023

BOARD MEMBERS PRESENT (All Attended In Person):

T. Hills, DVM, President
W. Simmons, Vice President
T. Leary, FNP (Departed at 9:15 a.m.)
W. Standinger III, Legislator
T. Nytch, DVM
J. Raftis, DO, FACEP
R. Kapur-Pado, DO (Arrived at 7:35 a.m.)

ABSENT:

None

OTHER(S) PRESENT:

H. Vroman, Interim Public Health Director
P. DeWind, Tioga County Attorney (Arrived at 7:38 a.m.)
A. Reigelman, Secretary

GUESTS:

None

CALL TO ORDER: 7:31 a.m. by Dr. Hills

PRESENTATION:

None

OLD BUSINESS:

- Meeting Minutes: Motion to approve prior minutes made by Dr. Nytch; seconded by Ms. Leary; no discussion, all were in favor, motion approved.
- Enforcements: brief discussion about stipulations and water-testing related enforcements.
- Rabies Control Order: Discussion about wording-consistency and intent. Revisions identified. Motion made to approve revised version of Rabies Control Order per edits stated at this meeting by Mr. Simmons; seconded by Dr. Nytch, all were in favor, motion approved. Ms. Reigelman to revise and send final copy to Dr. Hills for President's signature.
- By-Law Update: Drafted Subcommittee minutes and revised By-Laws were sent electronically to members for review. Discussion of Subcommittee revisions and additional revisions noted by full Board. Determined to refer back to Subcommittee to clean up and bring back to Board at April meeting.

EXECUTIVE SESSION:

All seven Board members, County Attorney DeWind, and Ms. Reigelman, as designated Board of Health Secretary remained in attendance. Motion made by Legislator Standinger, seconded by Dr. Kapur-Pado, to move to Executive session to discuss a personnel matter at 8:50 a.m. Motion approved. Motion by Legislator Standinger, seconded by Mr. Simmons to adjourn Executive session at 9:03 a.m.

Following Executive session, motion made by Dr. Nytch, seconded by Mr. Simmons to make recommendation for Heather Vroman as Tioga County Public Health Director, subject to approval of the Tioga County Legislature and New York State. All members were unanimously in favor, motion approved.

TIOGA COUNTY BOARD OF HEALTH

NEW BUSINESS:

- Ms. Vroman announced the first week of April is Public Health Week. Public Health plans to have a different daily theme (breakfast, brunch, lunch, etc.) and have Board members come to meet/mingle with Public Health staff, can sign up for what day each member would like to attend on schedule provided. The schedule will be sent to the full Board in an email as well.
- Also planning an Open House for April 20th from 2:30-5:30 p.m. (flyer distributed) for community partners and the public to be able to reconnect and reestablish relationships that may have been tarnished in the past. Will be ordering Public Health shirts for this event, and would like to include Board members. If interested send shirt sizes. Same day as next Board of Health meeting, Ms. Vroman suggested attending this event in lieu of normal meeting time.
 - Board would still like to have normal meeting time April 20th at 7:30 a.m.

INFORMATIONAL:

- Ms. Vroman informed the Board that new positions of Director of Patient Services and part-time Speech Language Pathologist were approved at Tuesday's Legislative meeting and publicly posted. Hope to have filled as soon as possible. Also have interest from candidate for part-time Dentist position.
- Dr. Nytech noted that Cornell University is now offering Master's in Public Health for any healthcare professional.
- Ms. Vroman advised the Board on a special matter that was brought to Public Health to comment on from the Town of Owego regarding Wellhead Protection Permit application for a local business. Ms. Vroman intends to keep the Board fully informed on the matter.
- Public Health Annual Report distributed, Ms. Vroman asked for thoughts and feedback. Mr. Standinger commented that it far exceeds any other annual report.

Ms. Vroman thanked the Board for their support and vote, and looks forward to many years as Public Health Director.

Meeting adjourned at 9:35 A.M.

Minutes respectfully submitted by Abigail Reigelman.

Terry Hills, DVM; President

Abigail Reigelman; Secretary

Minutes approved May 18, 2023



Public Health
Prevent. Promote. Protect.

Tioga County

April/May 2023 Enforcements

<u>Business</u>	<u>Type of Violation</u>	<u>Fine Paid/Date</u>	<u>Year to Date</u>
Tess Kellogg Doug's Fish Fry 206 West Rd. Cortland, NY	Food (Mobile)	\$140.00 3/10/2023	First
General Manager Speedway LLC, Apalachin Location #9954 7774 State Rt. 434 Apalachin, NY	ATUPA	\$350.00 3/13/2023	First
Jon Morris Green Valley MHP 10217 State Rt. 38 Newark Valley, NY	Water	\$100.00 3/20/2023	First
Jean Cooke Mountainview MHP 3766 Waverly Rd. Owego, NY	Water	\$250.00 3/27/2023	First
Olivia Bechtel Bechtel Apartments 215 Owl Creek Rd. Spencer, NY	Water	\$100.00 3/30/2023	First
James Taber Owego Soft Serve 65 NY 96 Owego, NY	Water	\$100.00 3/31/2023	First
SanJay Shah Sunrise Motel 3778 Waverly Rd. Owego, NY	Water	\$100.00 4/5/2023	First
Kaur Kanwarbir Comfort Inn Apalachin 7662 State Rt. 434 Apalachin, NY	Food	\$225.00 4/10/2023	First
Kaur Kanwarbir Comfort Inn Apalachin 7662 State Rt. 434 Apalachin, NY	Temp. Residences	\$500.00 4/10/2023	First
William Vanwagenen Veolia Nichols 128 North Ave. Owego, NY	Water	\$2100.00 4/26/2023	First
William Vanwagenen Veolia Owego 128 North Ave. Owego, NY	Water	\$300.00 4/26/2023	First

New York State “Start at 9” Campaign to Prevent HPV Cancers

May 2023

NYS organizations that have endorsed starting the HPV vaccine series at age 9

- American Academy of Pediatrics, NY
- Academy of Family Physicians, NY
- The Nurse Practitioner Association NYS
- American Cancer Society
- Community Healthcare Assoc. of NYS
- County Health Officials of New York State
- New York School Based Health Alliance
- New York State Public Health Association
- New York State Cancer Consortium
- Empire Blue Cross Blue Shield HealthPlus
- Independent Health
- Capital District Physicians’ Health Plan
- New York City Health and Hospitals
- Northwell Health Cancer Institute
- North Country Family Health Center
- Upstate Golisano Children’s Hospital
- Erie County Medical Center
- Great Lakes Cancer Care Collaborative
- St Lawrence County Health Initiative
- HEALTHeLINK
- Stony Brook Medicine
- Ovarian Cancer Project
- Suffolk County Depart. of Health Services
- Catholic Health Cancer Institute
- Latino Commission on AIDS
- UR Medicine/Golisano Children’s Hosp.
- Hispanic Health Network
- UR Accountable Health Partners
- HPV Cancers Alliance
- Bassett Healthcare Network
- Caleb’s Feet Foundation
- Genesee and Orleans County DOH
- Erie County Department of Health
- Orange County Department of Health
- Westchester Medical Center
- Putnam County Department of Health
- Gilda’s Club Westchester
- Jefferson County Department of Health
- Family Health Centers and NYU Langone
- Westchester Department of Health
- Fulton County Department of Health
- Anthony L. Jordan Health Corporation
- St. Lawrence County DOH
- Greene County Department of Health
- Cancer Ctr., Columbia U. Irving Med. Ctr.

Dear Medical Provider:

HPV infection affects about 85 percent of the population and can cause 6 types of cancer, including cervical, vaginal, vulvar, penile, anal, and oropharyngeal cancer, as well as genital warts.¹ Approximately twenty-eight hundred New Yorkers are diagnosed with an HPV-related cancer each year.²

The HPV vaccine, which is recommended to adolescents between ages 9 and 12, is safe and extremely effective in preventing HPV infections and cancers. However, HPV vaccination rates continue to be much lower than the rates of other routinely recommended vaccines for adolescents in New York State (NYS). In fact, only 40.2% of 13-year-old adolescents in NYS have completed the HPV vaccine series leaving most of that age group unprotected from future HPV cancers.³

That is why we need your help.

As a health care provider, you can aid cancer prevention efforts by talking to parents or guardians about the importance of the vaccine to reduce the risk of HPV-related cancer. Indeed, evidence suggests that a provider recommendation is among the most persuasive reasons parents choose to vaccinate their children.

The latest research also suggests that starting the HPV vaccination series at age 9 can increase the percentage of your patients that are up to date by age 13.⁴ The American Academy of Pediatrics, the American Cancer Society, and the National HPV Vaccination Roundtable recommend starting the series at age 9. This strategy is consistent with the ACIP recommendation stating the HPV series can start at age 9.⁴

Other reasons cited for starting the HPV vaccine series at age 9 include:⁵

- Provides more time for completion of the series.
- Decreases questions about sexual activity.
- Decreases requests for only the “school-required vaccines.”
- Increases the likelihood of full vaccination before first HPV exposure.
- Is highly acceptable to systems, providers, and parents.

And you will not be alone in making this change to your clinical practice. Nationally, one in five vaccinating providers are already administering the HPV vaccine at ages 9 to 10 and half are willing to recommend it at age 9.⁶ *Learn more about starting at age 9 at <https://hpvroundtable.org/hpv-vaccination-starts-at-9/>*

Recommend starting HPV vaccination at age 9!

¹ U.S. Centers for Disease Control and Prevention. <https://www.cdc.gov/std/hpv/stdfact-hpv.htm> Accessed 1/27/23.

² New York State Department of Health. New York State Cancer Registry. [Data provisional](#). November 2021.

³ New York State Department of Health. [NYS Prevention Agenda Dashboard](#).

⁴ National HPV Vaccination Roundtable. [Evidence Summary: HPV Vaccination at 9-12 Years of Age](#).

⁵ O’Leary S, Nyquist A. [Why AAP recommends initiating HPV vaccination as early as possible](#).

⁶ Kong WY, Huang Q, Thompson P, Grabert BK, Brewer NT, Gilkey MB. Recommending HPV vaccination at age 9: A national survey of primary care professionals. *Academic Pediatrics*. 2022.

By-Laws Tioga County Board of Health

PROPOSED REVISIONS 3/23/2023

Chapter I Governing Authority

The governing authority for the Tioga County Health District is the Tioga County Board of Health.

Chapter II Purpose

The purpose and aim of the organization shall be to establish and maintain a comprehensive continuum of Public Health services to all residents of Tioga County for the promotion and maintenance of optimum physical, psychological and environmental well-being and health.

To further the fulfillment of the stated purpose of the Tioga County Board of Health, the responsibilities are accepted and acted upon as needed.

Section 1. The Tioga County Board of Health shall advise the Tioga County Legislature on the appointment of a Director of Public Health to oversee the Tioga County Public Health Department **as outlined in Tioga County's position description¹**, including its Article 28 and Article 36 Diagnostic and Treatment Center² .

Section 2. The Tioga County Board of Health shall advise the Tioga County Public Health Department's Director of Public Health on the appointment of the Medical **Consultant** and **Dental other consultants as necessary**. The Medical Consultant provides advice and guidance in connection with a variety of medical matters, such as preventative medicine, immunizations, disease outbreaks and other related details. **The Medical Consultant can be an active, voting member of the Board of Health.**

Section 3. Quality of Practice issues that may be of concern to the Tioga County Board of Health will be brought before the Board by the Director of Public Health, **and may be referred to Office of Professional Discipline, New York State Education Department; if warranted.**

Section 4. The Board may adopt by-laws for the proper conduct of its affairs, election of officers and appointment of committees, not inconsistent with law.

Section 5. The Board may adopt or revise the Tioga County Sanitary Code in accordance with New York **Public Health** State law.

Chapter III Membership

Section 1. The Board of Health shall consist of ~~at least~~ seven **voting** members, one of whom shall be a member of the Legislature, selected by the Legislature. At least ~~two~~ **three** of whom

¹ Tioga County Personnel & Civil Service Department. Position Description-Public Health Director. <https://www.tiogacountyny.com/media/yqybo53d/public-health-director-2022.pdf> .

² Public Health Law-Laws of New York. Article 28/Article 36. <http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO>:

shall be a physician ~~and a veterinarian~~ licensed to practice in the State of New York, and one veterinarian.³ Remaining members should reflect varied aspects of the community including geography of the population. ~~such as education, government, law, mental health and social services.~~

In addition to the voting members, the Board of Health can designate non-voting ex-officios or other relevant members as situation dictates.

Section 2. The members of the Board of Health shall be residents of the health district.

Section 3. Prospective members of the Board of Health shall be appointed by the Tioga County Legislature in accordance with Public Health Law, from candidates recommended by the Board of Health.

~~Section 4. Certain advisory bodies (e.g., environmental and/or professional) may be appointed by the Board of Health by nomination of the President or Tioga County Director of Public Health.~~

Section 5. The term of office of each appointive member of the Board of Health shall be six years, and the term of one of the members shall expire annually; except that the term of office of the representative member of the legislature shall be for such lesser period as may be required in the event that he/she does not continue as a member of the legislature.

Section 6. In the event a Board member is absent for more than three consecutive regular monthly meetings within a twelve month period without reasonable cause, then the said member may be asked by the Board to resign.

Section 7. All members take oath of office upon being appointed by the Tioga County Legislature.

Section 8. All members shall complete attestations and trainings required in performance of their role as a Board member.

Chapter IV Compensation and Expenses of Members

Section 1. The members shall may receive compensation fixed by the Tioga County Legislature for attendance at regular, special and standing committee meetings of the Board.

Section 2. A member of the Tioga County Legislature, who is also a member of the Tioga County Board of Health is not entitled to the per diem compensation for attendance at Board of Health meetings.

Chapter V Officers and Term of Office

Section 1. The officers of this Board shall be President, ~~and~~ Vice-President ~~and Secretary.~~ The Board of Health may appoint designate the ~~Director of Public Health or the Tioga County Clerk of the Legislature or the Tioga County Director of Public Health to act as its~~ Secretary.

³ Public Health Law-New York State Law. Title 3. Statute 343.
<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:> .

Section 2. The Board shall elect a president from among its members who shall serve as presiding officer of the Board.

Section 3. The Board shall elect a vice-president from among its members who shall serve as presiding officer of the Board in the absence of the President.

Section 4. Biennially, the Board shall elect a President and Vice-President. The election shall take place at the ~~December~~ last regular meeting of the even numbered years.

Section 5. All officers shall assume office at the first January meeting and serve for 2 calendar years or until their successors have been elected and qualified to take office. The voting members, by a unanimous vote, may allow just one (1) additional 2 year term for the current President.

Section 6. The President shall have the power to establish appropriate committees and to appoint with the approval of the Board, the membership of such committees, such as a standing committee for credentialing for practitioners.

Section 7. The President shall have the power to sign papers, vouchers, documents, minutes, contracts, certificates, etc. as necessary to conduct the business and affairs of the Board in its relationship to its own particular affairs and to those of the Health Department requiring such action in the name of the Board of Health. The President may delegate any or all of these signature powers, per his/her name, to the Tioga County Director of Public Health except for those which, by law, (s)he must personally sign or execute.

Chapter VI Rules of Order

Section 1. The deliberation of the Board shall be governed by "Robert's Rules of Order" when not in conflict with the by-laws, or laws of 'the Rules and Regulations of the State of New York.

Section 2. The President may recognize non-members of the Board and give such persons the opportunity to address the Board. The President may set a time limit on such discussions.

Section 3. With the approval of the Board, the President may call for ~~closed~~ executive sessions. Only actions taken by the Board in open session shall be considered a legal and binding decision of the Board.

Section 4. The President may call for a recess for a period of time not to exceed two hours.

Chapter VII <Title ?>

~~Section 1. All members take oath of office upon being appointed by the Tioga County Legislature.~~

~~Section 2. All members shall complete attestations and trainings required in performance of their role as a Board member.~~

Chapter VII VIII
Meetings and Voting

Section 1. The Board shall meet ~~on the third Thursday of the~~ **once** a month.

Section 2. The Board of Health will meet at least 8 times per year.

Section 3. A simple majority of ~~those~~ board members **shall be** present ~~shall to~~ constitute a quorum at any regular or special meeting of the Board.

Section 4. Minutes of all regular Board of Health meetings shall be maintained as well as meetings of its committees & special meetings. An attendance record shall be included. Such minutes shall be recorded, signed, retained and made available for inspection during regular working hours of the Tioga County Public Health Department.

Section 5. The President may request the Secretary of the Board to advertise the time and date of the meeting in **approved** local media.

Section 6. The President, or other presiding officer of the Board may call special meetings thereof when in their judgment, the protection, preservation or improvement of the public health of the Health District or any part thereof requires it.

Section 7. If the President, or presiding officer of the Board, refuses to call a special meeting, upon written request of the majority of the Board a special meeting must be called.

Section 8. At all meetings each member shall have 1 vote, and may take part and vote in person only. A majority vote of those members present and voting shall govern.

Chapter VIII IX
Amendments

Section 1. These by-laws shall be reviewed and/or revised by the Board of Health ~~at least every three years~~ **annually**.

Section 2. ~~Text of such~~ **Any request for** amendment must be **mailed sent** to each Board of Health member ~~at least fourteen (14) days~~ before the meeting at which it is to be voted upon. For the adoption of any amendment, a simple majority must be present and agree with a simple majority vote.

Section 3. All amendments, unless specifically stating otherwise, shall be effective upon approval.

July 16, 2020: By-Laws amended by unanimous vote of Tioga County Board of Health