

TIOGA COUNTY BOARD OF HEALTH

MEETING MINUTES September 18, 2025

BOARD MEMBERS PRESENT (Attended In Person):

T. Nyth, DVM, President
W. Simmons, Vice President
T. Hills, DVM
R. Kapur-Pado, DO
W. Standinger III, Legislator
J. Raftis, DO, FACEP
T. Leary, FNP

ABSENT:

None

OTHER(S) PRESENT:

H. Vroman, Public Health Director
A. Reigelman, Secretary
S. Medina, Deputy Director of Public Health

CALL TO ORDER: at 7:26 a.m. by Dr. Nyth.

PRESENTATION: N/A

OLD BUSINESS:

- Meeting Minutes (July 2025): Motion to approve prior minutes made by Mr. Simmons; seconded by Legislator Standinger, all were in favor, none opposed, motion approved.
- Tioga County Fair- Ms. Vroman stated that Public Health staff tabled almost every day; lots of outreach. Felt it was well received. All Environmental Health (EH) permitted facilities were inspected and in compliance. EH staff also verified animal vaccination records, and all were found in compliance as well. Ms. Medina added that staff promoted the Community Health Assessment (CHA) survey for community members to complete. Through ASAP Coalition, purchased family packs of tickets to attend the fair; worked with Tioga County Boys and Girls Club to help identify families who would benefit.
 - Informal discussion about demolition derby.
 - Dr. Hills stated that in managing the Rabies Order, want to ensure that the video cameras were being used and worked to identify contacts if there was a possible exposure in animal buildings [for quality assurance purposes]. Ms. Vroman stated that the EH Director reached out to the fair organizer proactively to discuss safety protocols. Also noted that Public Health has been doing outreach to schools and others on animal/petting zoo protocols to ensure animals that are being touched are vaccinated in the proper timeframe according to the Rabies Order. This information is also listed on the Public Health website. Dr. Raftis added that he spoke with the fair organizer after the fair who mentioned that the Board of Health was great to work with and cameras were up and worked well.
 - Legislator Standinger noted that Charlie Truman, a member of the Tioga County Fair Board passed away shortly after the fair.
 - Mr. Simmons requested to make note that the Tioga County Fair Board is doing a tremendous job.
- Status of school vaccination program- Briefly discussed school vaccines and the role Public Health plays in its vaccination program to help children who are facing exclusion from school.

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Ms. Vroman noted that quite a few families use this program, and overall things are looking good. School districts work with Public Health by sending Public Health their exclusion lists. Staff then are able to follow up with families to ensure that children receive the vaccines they need so they do not face exclusion. Also discussed Amish school-age children within Tioga County.

- Communicable Disease Investigation Plan- Ms. Vroman stated that the Public Health Emergency Preparedness Coordinator will be training as a backup in the communicable disease program.
- Enforcements- Ms. Vroman briefed the Board on the McDonald's enforcement, a second violation within a twelve-month period. Noted that they will be receiving another stipulation after recent visit in early September, summarized occurrence and expectations.

NEW BUSINESS:

- TCPH Audit Summary, Quarter 2 2025- Ms. Medina stated that this audit reviewed 131 charts from various TCPH programs. Saw lots of improvement. Recommendations were made to have lead properties have regular staff check-ins (staff are being trained), animal bite investigations will use a checklist for investigations, and Weights and Measures program will be developing policies and procedures so that others are more aware of the program.
 - 23 completed satisfaction surveys were received, all very positive responses. Ms. Medina highlighted a few specific comments received about Dental, Early Intervention, Animal Bite Investigations and Immunization Clinic Programs.
 - Quality Improvement Projects:
 - Animal Bite Investigations- Creating workflows; staff have provided feedback.
 - Dental Security- Year-long project. Worked with outside company to have new locks with key fobs, cameras and intercom system installed. People cannot just walk onto van anymore (must be let in by staff member). Next and final piece of project is the communication with school districts while van is onsite. Currently, our staff are unaware of when fire drills or lockdowns occur at schools. Have been recommended to use walkie talkies by school districts. Ms. Whitmore is working with districts to finalize.
 - Environmental Health Online Forms- Temporary Food Permit Application is now fully online and in testing mode now. Have the application on our website. We have also notified municipalities of the online application so that they can inform community members if they have events requiring permitting.
 - Communicable Disease Backup- Want to have a true backup to the Public Health Nurse in Communicable Disease. Have put together a full training plan and the Public Health Emergency Preparedness Coordinator has started testing.
 - Weights & Measures Program- Creating policies and procedures and updating forms. Will be organizing program material.
 - No patient complaints received this quarter. Have updated the Exposure Control Plan and our Medical Consultant has reviewed and approved.
 - Ms. Vroman noted that a patient complaint was received in July and will appear in the third quarter audit summary. Ms. Medina summarized complaint for the Board. Ms. Vroman stated that Ms. Medina completed a full investigation and various recommendations were made.

DIRECTOR'S REPORT: Ms. Vroman distributed and shared her Director's Report for September.

Public Health Information:

Ms. Vroman shared the following:

- Federal funding update- All restricted federal funding grants for CDC grants with 9/30 deadline; including PHEP funding are being moved through.
- Governor Hochul signed Executive Order to expand access to Covid vaccines. The Order allows physicians and nurse practitioners to issue patient-specific or non-patient-specific orders to pharmacists for patients as young as age three and expands pharmacists' authority to administer vaccines to children under 18 and, for the first time, permits pharmacists to prescribe COVID vaccines themselves.

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- Ms. Vroman noted that currently TCPH is not carrying COVID vaccine and have not received any calls requesting.
- NYSAC has adopted six different resolutions that NYSACHO crafted; they will be a part of the 2026 legislative platform (included resolution titles as attachment). They will be big wins for the Early Intervention Program and Public Health.
- Tickborne illness cases are starting to decrease and have seen decrease in related hospitalizations.
- We are tracking respiratory illness cases (Covid-19, Influenza A & B, RSV, H1N1). 27 cases reported in August and 13 in September YTD. Three confirmed cases of Influenza A received in August.

Staffing Updates:

- Requested to have the Early Intervention Service Coordinator position posted to the County website this week. Legislator Standing confirmed that he received an email of its posting yesterday.

Accomplished Activities:

- Completed and submitted the 2026 department budget, meeting all Legislative /County Administrator directives.
- In response to flash flooding in Newark Valley in July, we held a POD administering eight Tdap vaccines and distributed numerous buckets of cleaning supplies; also completed additional outreach to families in Willseyville.
 - Legislator Standing noted that Newark Valley Mayor, James Tornatore, was very complimentary of Public Health's efforts.
- Ms. Vroman met with NYSDOH Commissioner, Dr. James McDonald, in Syracuse, along with other health directors to discuss issues local counties are facing; good opportunity. He was very surprised that there was a county with no hospital.
- Ms. Vroman, Ms. Medina, Ms. Whitmore and Ms. Holochak attended the NYSAC Fall Conference; displayed three program posters (Dental, Wellhead and ASAP Coalition). Ms. Vroman also serves on the Public Health/Mental Health and CYSHCN standing committees.
- In August had (Early Intervention) audit by Acentra (a third-party contractor of New York State). Only received two small findings (one being out of our control). Gave compliments.
- Compiled and submitted required documents for the NYSED Preschool billing document review (and informal audit). There were no findings, and no further documentation is requested at this time.
- We were awarded \$2500 from the Mildred Faulkner Truman Foundation for the Child Passenger Safety Program. Funds will be used to purchase child safety seats for our distribution program. We have started to seek private grant funders for this program which has proven more fruitful.
- Through the summer, our ASAP Coalition hosted family movie nights at the Tioga Theater to promote substance-free activities.
- Suicide Prevention Coalition Chair was able to secure \$600 grant for training materials.
- We have been promoting school immunizations through our "Don't Wait to Vaccinate" campaign and conducting immunizations in the clinic.
- Conducted four Rabies Prevention presentations for Department of Social Services employees, which were well received.

In Progress Activities:

- Community Health Assessment is underway- received 949 surveys (out of the initial goal of 1800) and completed 18 focus interviews with select participants. Working on data analysis and summarizing findings. The final report will be due to New York State by December.
- Weights & Measures Program has no written policies and procedures. Through Quality Assurance/ Improvement Program, we will be getting those in place. We have a good contact with a Weights & Measures Director in another County to reach out to. As far as we are concerned, our program is in compliance with New York State, and our current director is great at

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his job. We just need to be able to capture what he does in writing to be able to maintain for the future.

- PHEP Coordinator is actively working to update preparedness plans (currently the PHEPR) and focus on training needs. Have been participating in the emergence of the Tioga County Community Organizations Active in Disaster (COAD), which is led by Emergency Management. Ms. Vroman has been asked to be the County representative on the coalition when Mr. Yetter retires.
 - Legislator Standinger provided background to the COAD. Dr. Nytch inquired if the dog control issue will be addressed within this coalition. Ms. Vroman stated that during a County disaster, animal relief is part of the CART program.
 - Ms. Leary inquired if there was any update on Stray Haven. Legislator Standinger stated that is to be discussed at the Council of Government's meeting later today.
- Dr. Zevan is actively involved in Quality Assurance meetings and at minimum attends a monthly meeting with Director of Patient Services and Ms. Vroman. He has frequent calls with Public Health Nursing consulting on cases. He has been a great help.
- Working on Wellness Series is continuing. Our directors have led different activities for staff to optionally participate in to promote mental health and wellbeing. Has been well received by staff.

EXECUTIVE SESSION: Six Board of Health Members were in attendance (all but Ms. Leary who departed prior to the motion to move to Executive Session). Motion made by Legislator Standinger, seconded by Mr. Simmons, to move to Executive Session to discuss a Personnel matter at 8:44 a.m. Motion carried. Motion made by Dr. Kapur-Pado to adjourn Executive Session at 8:48 a.m., seconded by Mr. Simmons. Motion carried.

ADDITIONAL COMMENTS:

- Ms. Vroman asked if the Board would like to request a presentation topic for the meeting in October (as nothing is currently on the agenda). Legislator Standinger suggested reaching out to Mental Hygiene's Porshea Moore to provide an update on people experiencing homelessness in Tioga County.
- Inquiry was made about current staffing/ posted positions. Ms. Vroman stated that staffing is great. Currently still only have the P/T Speech Pathologist and Dentist positions posted. This was Employee Recognition Week for Tioga County, today is the Pin Ceremony for HHS Building staff. This year we are recognizing/ celebrating Lisa Schumacher for her 25 years of service with the County/Tioga County Public Health.

Motion to adjourn meeting by Mr. Simmons, seconded by Dr. Raftis, all in favor, none opposed, motion approved. Adjournment of meeting called at 8:53 a.m.

Minutes respectfully submitted by Abigail Reigelman


Thomas Nytch, DVM, President


Abigail Reigelman; Secretary

Minutes approved October 16, 2025