



TIOGA COUNTY BOARD OF HEALTH

MEETING MINUTES May 21, 2026

BOARD MEMBERS' PRESENT:

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

ABSENT:

None

OTHER(S) PRESENT:

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

CALL TO ORDER: at 7:32 a.m. by Dr. Nytch.

APPROVAL OF MINUTES: Motion to approve April 2026 meeting minutes made by Mr. Simmons, seconded by Dr. Hills. All were in favor of approving the minutes, none opposed, motion approved. Members also thanked Ms. Reigelman for the work she does in the community (referencing the Public Health Team Member of the First Quarter article in the Owego Pennysaver).

TCPH AUDIT SUMMARY, FIRST QUARTER 2026 (S. MEDINA)

Ms. Medina shared the record audit summary for the first quarter of 2026. A total of 126 records were audited in various programs using audit tools, showing overall improvement. The audit tools for the dental program are being revisited to make sure it is comprehensive. A new audit tool has been proposed and is going around for formal review. In the Lead Environmental Management program, we want to review our process and documentation for when a parent/guardian is a homeowner and refuses Environmental Health home assessment.

Satisfaction Surveys: Nine satisfaction surveys were returned. The majority were for the dental program and were highly rated. One survey related to an animal bite/rabies investigation received low scores; however, the feedback stemmed from frustration over an aggressive animal that remained at large—an issue outside of TCPH's responsibility.

Quality Improvement Projects:

- The dental van security project has been completed.
- Communicable disease backup training is nearing completion and is in its final stages.
- The preschool transportation project is currently in a monitoring phase and is expected to wrap up after the June summer program session. We are already receiving positive feedback regarding the transition to electronic forms.
- The rabies post-exposure prophylaxis payments and invoicing project is ongoing. We are working with healthcare systems to establish contracts that will streamline invoice submission and reimbursement processes.
- New QI Project – Food Safety Course: We offer a free food safety course to the public and also accept the ServSafe certification. This project aims to fully review our course to ensure it is comprehensive and addresses language barriers. We will also compare it to the ServSafe course.

There were no patient complaints or sharps injuries this quarter.



TIOGA COUNTY BOARD OF HEALTH

Next record audit meeting will be in July.

- Discussion of the animal bite/rabies investigation complaint, rabies specimen testing accessibility, and veterinarian availability at Tioga County Rabies Clinics.
- Internal audit tool development explained.
- Dr. Nytch expressed interest in being involved in the Food Safety Course QI Project.

Ms. Medina departed at 7:48 a.m.

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

Public Health Information:

- Federal funding update- remains largely stable, with Congress maintaining CDC funding and increasing support for HRSA, SAMHSA and NIH core public health infrastructure and workforce capacity. At local level, do not anticipate cuts.
- NYS budget has still not been enacted but anticipate final passage soon and to remain in the status quo.
- We received \$10,000 grant from Floyd Hooker for Traffic Safety program (car seats and helmet program).
- Hantavirus continues to be monitored, with no confirmed cases in New York to date, and public risk remains low. No public messaging is planned, following the lead of the NYS DOH and CDC to avoid misinformation. Staff are prepared with Q&A documents for public inquiries.
 - Members and Ms. Vroman discussed Hantavirus-virus specifics and safety measures.
- Ebola outbreak in Congo has been declared a global health emergency. The risk of spread in the US remains low, and TCPH continues to monitor via weekly communicable disease calls with NYSDOH.
 - Additional discussion on latest update and how the virus is spread.
- Continue to see a significant increase in tickborne illnesses (over 100% since last month), with nine hospitalizations year-to-date. The current affected population is primarily 61-70 age bracket, many of whom spend significant time outdoors (i.e. gardening). Will be delivering informational packets to primary care offices to encourage earlier and more comprehensive testing using the full tick panel. Will also be doing targeted outreach at TOI Senior Center and flyers posted at locations like Agway.
 - Additional discussion of difficulty in diagnosing, treatment protocol, personal experience with patients, Alpha-Gal syndrome, and clinical trials of Lyme disease vaccine.

Staffing:

- TCPH has two recent vacancies-an Office Specialist II and Seasonal Clerk.
- Preparations are beginning for next year's budget, with a meeting for division directors in early June to discuss needs and wish list items (including assessment of staff needs/positions).
- Ms. Vroman acknowledged the recent personal loss experienced within the department and expressed gratitude for the supportive environment that TCPH provides during difficult times.
 - Ms. Leary thanked Ms. Vroman, noted that a strong support system within TCPH reflects her leadership and the culture that allows staff to care for one another during challenging moments.

Accomplished Activities:

- Managed H5-positive fox response activities, including case investigation, contact tracing, daily exposure monitoring, medical-director consultation, post-exposure prophylaxis coordination, and media and stakeholder notification.
- Conducted a functional exercise (emergency preparedness drill) simulating a Measles outbreak, led by PHEP Coordinator. The drill involved partners from NYS and Legislator Standing and was considered a valuable experience. An after-action report was created to identify improvements, such as better use of the incident command structure.
 - Ms. Vroman stated that she will email the after-action report to the Board.
 - The drill was a requirement for the department's application for national accreditation (Project Public Health Ready). TCPH is the only department in NYS currently applying.

TIOGA COUNTY BOARD OF HEALTH

Documentation has been submitted to in-state reviewers, with a goal of full accreditation by March 2027.

- Members additionally discussed vaccination rates for Measles in Tioga County, vaccination gaps in children and challenges in Primary Care.
- The lactation education program is now fully operational and currently serving a caseload of five. It is the only program in the county that provides services to individuals who are not WIC-eligible. Most client support is provided via text, and the program completed its first in-person consultation this past week.
- Submitted grant application in collaboration with Mental Hygiene for Suicide Prevention initiatives.

In-Progress Tasks:

- Began planning for new department strategic plan aligned with the county and national accreditation guidelines. Stakeholder feedback is being solicited through surveys.
- Community Health Improvement Plan is being finalized, and we are planning to present to the Board of Health in July or September. Key priorities include housing stability and affordability, alcohol use, anxiety, stress, and suicide prevention, primary prevention, substance misuse, and overdose prevention, tobacco/e-cigarette use, healthy eating and preventative services for chronic disease prevention and control.
- We continue to promote the Year 14 Performance Incentive: Oral Health in Primary Care. Outreach emails have been sent to primary care providers, with follow-up in-person visits planned. We also intend to offer fluoride varnish in our own clinic for patients receiving other services.
- Weights and Measures program is performing well. The director is developing and updating forms, creating internal workflows and bringing inspections up to date.

Board Action Items:

- Members received two surveys—the SWOC Survey and the Board of Health Feedback Survey—available in both hardcopy and via QR code. Ms. Vroman asked members to complete the SWOC Survey as soon as possible and noted that the Board of Health Feedback Survey is due June 30. Both surveys are required for the strategic planning process and accreditation.
 - Ms. Vroman asked that the surveys be filled out anonymously and honestly.

Other:

- Appalachian Regional Commission (ARC) case study brief completed by East Tennessee State University was distributed to members during meeting. The study features an evaluation completed last year of the Tioga Mobile Dental Program. Ms. Vroman asked members to peruse at their leisure. Plan to distribute to stakeholders and then post to website and social media.
- Next meeting is June 18th, plan to have Ms. Holochak and Ms. Russell attend to present CLYDE Survey Data.

NEW BUSINESS:

- Enforcements: Brief discussion of Chef Stanley's enforcement. Ms. Vroman listed violation items and stated that items were corrected in a timely manner.

Motion to adjourn meeting made by Dr. Nytech, seconded by Dr. Hills, all in favor, none opposed, motion approved. Adjournment of meeting called 9:15 a.m.

Minutes respectfully submitted by Abigail Reigelman


Thomas Nytech, DVM, President


Abigail Reigelman, Secretary

Minutes approved June 18, 2026

