



TIOGA COUNTY BOARD OF HEALTH

MEETING MINUTES September 23, 2026

BOARD MEMBERS' PRESENT:

W. Simmons, Vice President
T. Hills, DVM
W. Standing III, Legislator
T. Leary, FNP
J. Raftis, DO, FACEP

ABSENT:

T. Nytch, DVM, President

OTHER(S) PRESENT:

H. Vroman, Public Health Director
A. Reigelman, Secretary
P. DeWind, Esq., Tioga County Attorney
S. Medina, Deputy Public Health Director

CALL TO ORDER: at 6:31 p.m. by Jim Simmons.

APPROVAL OF MINUTES: Motion to approve July 2026 meeting minutes made by Ms. Leary, seconded by Dr. Hills. All were in favor of approving the minutes, none opposed, motion approved.

PRESENTATION: Measles Response Overview-

Ms. Vroman and Ms. Medina summarized Tioga County Public Health's measles response, covering timeline of events, investigations, partner highlights, strengths and challenges, and future direction. A PowerPoint presentation was shared and a written report distributed.

Q&A and discussion followed regarding process of issuing quarantine orders, out of pocket costs to the department, staff vaccination requirements/safety measures, and feedback received on disseminated material. Board members noted that a great job was done in response efforts.

Ms. Vroman noted a change in notification process going forward regarding testing efforts. Board members agreed to this change.

OLD BUSINESS:

- None

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

Public Health Information:

- Federal funding: remains stable, no new updates.
- Rural Health Transformation funding update: UHS applications for rural health funding were not awarded, but three other awards will support Tioga County, including \$500,000 from Care Compass Network. Ms. Vroman will serve on the advisory council.
- Tick-borne Illness: Cases are decreasing, but testing rates have also dropped significantly.
- Respiratory Illness: Flu tracking has begun, with 31 cases as of September 23, 55% in individuals under 19.
- To date, The U.S. has seen roughly 3,500 measles cases across 47 jurisdictions this year, with 62 cases in New York.

Staffing:

- An Office Specialist II was hired in August. Two new part-time Early Intervention Physical Therapist and Occupational Therapist positions are being developed.

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Accomplished Activities:

- Great month for naloxone distribution; over 500 naloxone boxes distributed countywide.
- Through our Helmet Distribution Program 255 helmets have been distributed so far.
- In the Early Intervention Annual Performance Report issued by New York State Department of Health, we achieved 100% compliance for timely IFSP completion and transition discussions.
- As of August 26, 277 animal bite investigations had been completed, compared to 238 in 2024 and 237 in 2025. 41 individuals have required post exposure prophylaxis YTD, compared to 51 (2024) and 39 (2025) respectively.

In-Progress Tasks:

- A new strategic plan is in development, focusing on communication, collaboration, training, and education, with a goal of finalization by December. Workgroups have been created to develop goals and objectives, followed by interventions.
- Wrapped up influenza immunizations for staff this week.
- We have been inundated recently with calls scheduling immunization visits for children who are facing exclusion from schools.
- We are gearing up for community influenza clinics in late September/early October partnering with Tioga Opportunities, Rural Ministry and Catholic Charities.
- We officially launched a new county website tab for Weights and Measures which includes program information and an electronic consumer complaint form. Additionally, 376 devices have been inspected this year and we will be adding timing devices as well as petroleum quality.

Additional Information: Ms. Vroman shared that a supplemental form is included with the Director's Report which includes links to more information for topics discussed (Rural Health Transformation funding information and NYS data dashboard for measles cases) and detailed descriptions of current Quality Improvement Projects. Ms. Vroman noted that the Quality Assurance/ Improvement Plan for Tioga County Public Health is currently undergoing its three-year review.

NEW BUSINESS:

- TCPH Audit Summary, Second Quarter 2026 (shared by Ms. Medina)
 - Record Audit: A quarterly audit of 132 records identified areas for improvement in policies and audit tools for animal bites, update to food service audit tools, update in electronic form used in mobile home park inspections, and Communicable Disease audit tool update.
 - Satisfaction Surveys: 19 satisfaction surveys were received.
 - QI Projects:
 - The Preschool Transportation electronic consent form is complete and actively in use. Ongoing communication with school districts to ensure families receive information. Project is complete.
 - The Rabies Post-Exposure Payment/ Billing project was abandoned due to billing contract issues. Have gained new contacts in this process, which has improved conditions.
 - Food Safety Course project- The department plans to switch from an in-house food safety course to a national one like ServSafe in January.
 - (New) Client/Patient Feedback process- Team is looking at current process and proposing a new approach.
 - No Patient complaints or sharps injuries occurred.
- Membership Reappointment Recommendation for Teresea Leary- Motion to recommend reappointment for Ms. Leary for another six-year Board of Health term made by Dr. Hills, seconded by Dr. Raftis. All were in favor, none opposed, motion approved. Ms. Reigelman noted that a resolution for Ms. Leary's reappointment will be submitted for Legislative approval in October.

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- Slate of Officers (2027-2028)- It was proposed that the current Vice President move into the role of President; accordingly, Mr. Simmons was suggested for President. Dr. Raftis volunteered to serve as Vice President. The slate will be presented at the November meeting for a final vote.
- Board of Health Member Vacancy Discussion- A vacancy left by Dr. Kapur-Pado must be filled by a medical professional (physician, NP, or PA), per By-Laws and Public Health Law. The Board will post the vacancy and form a three-person committee—Dr. Nytch, Legislator Standing, and Dr. Raftis—along with the Public Health Director, to review applications and interview candidates, with the goal of a January start date.
- Enforcements: Discussion/explanation of Doug's Fish Fry Mobile Food Unit stipulations from July and August, Sunshine Lemonade barred from operating in Tioga County until stipulation fine is paid, Sunrise Motel inspection occurred following fire in Broome County, and notation of violations from MJ's and Kalash Kitchen.
 - Ms. Vroman noted that all violations found during inspections are available online for public viewing.
- Recognition of Dr. Kapur-Pado- A resolution recognizing Dr. Kapur-Pado's service was passed by the legislature and mailed to her this month. A copy of the resolution was distributed for members to review.

Next Meeting is October 15th. Ms. Vroman will be out of office. In her place, Mr. McCann will be attending the meeting.

Adjournment of meeting called 8:30 p.m.

Minutes respectfully submitted by Abigail Reigelman


Thomas Nytch, DVM, President


Abigail Reigelman, Secretary

Minutes approved October 15, 2026

