



**Seneca County**  
Health Department

## Seneca County Public Health

### Board of Health

### Meeting Minutes



Date:	Time:	Location:
December 18, 2024	4:00 pm	Meeting held via WebEx and in-person in the Conference Room in the Seneca County Health and Senior Services Building

Present: Scott King, Kimberly Abate, Mary Jump, Elizabeth Borst, Timothy Ryan, MD, Joseph Lorenzetti, MD, Grace Freier, MD, Dale Freier, Lynn Porter  
Absent: Supervisor Robert Hayssen & Tiffany Folk  
WebEx/Audio:  
Scribe: Tammy Reynolds

Agenda Item	Discussion	Action Items	Owner	Status (open or closed)
Call to Order	Meeting called to order at 4:00pm by Dr. Timothy Ryan.			
Consent Agenda A. Approval of November Mtg. Minutes B. Staff Reports <ul style="list-style-type: none"><li>• Director of Public Health</li><li>• Environmental Services</li><li>• PH Educators</li><li>• Monthly Warrant of Expenses</li></ul> C. Consent Orders <ul style="list-style-type: none"><li>• Jeff Confer (Jeff's Onsite Services) – Septic Installation w/o HD review &amp; approval</li></ul> D. Hearing Officer Decisions – Fletcher, Hohwald, Jones, Sauer, Schrader, Teeter, Wheeler	A motion was made to accept the consent agenda by Dale Freier, MD and was seconded by Joseph Lorenzetti, MD. All members present voted to accept the consent agenda. A motion was made to accept the November meeting minutes by Joseph Lorenzetti, MD and was seconded by Dale Freier, MD. The December Public Health, Environmental Health and PH Educators reports, and the monthly warrant of expenses were sent to members prior to the meeting. A motion was made to approve the written reports and monthly warrant of expenses for December by Dale Freier, MD with Joseph Lorenzetti, MD seconding the motion. All members present voted to accept the November meeting minutes, the department reports and monthly warrant. Scott explained to the board that the consent order was for Jeff's Onsite Services due to the contractor installing a septic system that had not been reviewed and approved by the Health Department prior to installation. A motion was made by Joseph Lorenzetti, MD to adopt the consent order	A. & B. Information/ Accept Reports	Board	Closed

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<p>Departmental Issues</p> <p>A. Staffing</p> <ul style="list-style-type: none"> <li>CHSC Program Manager</li> </ul>	<p>and seconded by Dale Freier, MD. All members present voted to adopt the consent order.</p> <p>Scott provided background information and answered questions regarding the hearings that were held for the following properties due to failed septic inspections or the lack of inspections being completed as required. The BOH reviewed and approved the hearing officer's decisions for the following:</p> <ul style="list-style-type: none"> <li>Fletcher - Joseph Lorenzetti, MD made a motion to ratify the hearing officer's decisions with Lynn Porter seconding it.</li> <li>Hohwald - Joseph Lorenzetti, MD made a motion to ratify the hearing officer's decisions with Lynn Porter seconding it.</li> <li>Wheeler - Joseph Lorenzetti, MD made a motion to ratify the hearing officer's decisions with Dale Freier, MD seconding it.</li> <li>Jones - Joseph Lorenzetti, MD made a motion to ratify the hearing officer's decisions with Grace Freier, MD seconding it.</li> <li>Sauer - Joseph Lorenzetti, MD made a motion to ratify the hearing officer's decisions with Lynn Porter seconding it.</li> <li>Teeter - Joseph Lorenzetti, MD made a motion to ratify the hearing officer's decisions with Dale Freier, MD seconding it.</li> </ul> <p>All members present voted to ratify the hearing officer's decision for the above-mentioned.</p> <ul style="list-style-type: none"> <li>Schrader - After some discussion and concerns, a motion was made by Joseph Lorenzetti, MD and seconded by Lynn Porter to table this decision until the January BOH meeting.</li> </ul>		Scott	Open
	<p>Scott indicated that he has a promising candidate for the CHSC Program Manager position.</p>	Information/ Discussion		

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<b>B. Board of Supervisors Resolutions</b> <ul style="list-style-type: none"><li>• E.I., CYSHCN and Lead Grants</li></ul> <b>C. Educational Opportunities For staff</b> <ul style="list-style-type: none"><li>• FLPPS Career Pathways Training Program</li><li>• UAlbany SPH Certificate Program</li></ul> <b>D. 2025 Dept. Budget</b>	Scott stated that there are three resolutions for grant renewals going to the Health & Human Services committee for approval on December 23 <sup>rd</sup> . Scott announced that there are some educational opportunities that will be available for staff members through FLPPS Career Pathways Training Program and the University of Albany SPH Certificate Program. Scott indicated that two current staff members have already applied and been accepted to the UAlbany program. Scott reported that the BOS has adopted the 2025 budget with no cuts to the SCHD budget.			
<b>Updated NYS legislation</b> <b>A. BOH Composition</b>	Scott stated that NYS passed a bill that would allow rural counties some flexibility with populating their BOH members if there is a lack of available physicians to sit on the board. A copy of that legislation was provided to members prior to the meeting.	<b>Information</b>	<b>Scott</b>	<b>Closed</b>
<b>Pertussis Update</b>	Liz gave an updated report on the increase of Pertussis cases that have occurred across the state from January 1, 2024 through December 2, 2024. NYS has seen 1,544 cases (this does not include cases in NYC) compared to 593 cases from all of 2023 (excluding NYC). Over 50% of the cases reported in NYS occurred among individuals between the ages of 10-19, almost all of which were vaccinated.	<b>Information</b>	<b>Liz</b>	<b>Closed</b>
<b>Agenda items submitted by Board Members</b>	Dale Freier, MD made a motion to adjourn the meeting with Lynn Porter seconding it.	<b>Information</b>	<b>Scott</b>	<b>Closed</b>

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Meeting Adjourned at 5:10 PM

Next Meeting will be held January 15, 2025  
4:00 PM

Seneca County Health Department Conference Room

Written by,  
Tammy Reynolds, Staff Resource Assistant  
Reviewed by,

*Scott D. King*

Scott King, MPH  
Public Health Director

Public Health/BoardofHealth/2024/Minutes

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