

Chautauqua County Board of Health
MINUTES

Meeting Date/Time: Thursday, November 20, 2025 6:00 p.m.

Location: HRC 4th Floor Conference Room, 7 North Erie Street, Mayville, NY 14757

Scribe: Hannah Abram

YouTube Live Link: <https://www.youtube.com/watch?v=KCbT-iuhzg8&t=1176s>

ATTENDENCE:

BOH Members	P/A	BOH Members	P/A	Others Present	Title
Dr. Faulk*	P	Dawn Columbare	P	Jessica Wuerstle	Director of Environmental Health
Matt Hanley	P	Kenneth Dahlgren	P	Anna Powell	Childhood Lead Program Coordinator Senior Public Health Sanitarian
Rick Ketcham	P	Dr. Kidder	P	Steve Kilburn	Public Health Junior Planner
Dr. Khan	E	Dr. Krahm	P	Hannah Abram	Admin Aide, Board of Health Scribe
Lacey Wilson*	P	Dr. Pender	P	Greg Bacon	Observer, Post Journal
*non-voting member		Legislator Proctor	E		
		Mark Tarbrake	P		

Call to Order	The meeting was called to order at 6:00 p.m. by Kidder.
Privilege of the Floor	none.
Approval of 9/18/25 Minutes	Krahm made a motion to approve the September 2025 BOH minutes. 2 nd by Tarbrake; all in favor; motion carried.
New Business: Agreements to Settle	Agreements to settle were reviewed and discussed. As usual, there were several public water supply violations. These are facilities failing to submit their monthly water report and water monitoring results.
Old Business: Tobacco License Revocation – Cloudz Lakewood	Wuerstle gave an update on an establishment that has had multiple violations of selling tobacco products to people under the legal age of 21. The Board of Health approved the recommended fine of \$2,750 at the Special Meeting in June and also sent a letter to the state Department of Tax and Finance requesting to revoke the establishment's license to sell tobacco products. The state agreed and has permanently banned the establishment from selling cigarettes, tobacco, or vapor products.

Lead Rental Registry update	<p>Wuerstle and Anna Powell, the Lead Program Coordinator, gave an update on the Lead Rental Registry. The program has made progress with a software platform that is available to the public so that landlords may begin registering their properties. The software went live on November 17th and the Environmental Health Division has made efforts to share this information with the public. Full regulations for the Lead Rental Registry still need to go through the public comment period. Wuerstle stated that she is hopeful that the new regulations will be decided by the end of December 2025.</p>
Sanitary Code changes	<p>Wuerstle proposed to make changes to the language of Article I: Section 12 of the Sanitary Code and add an Appendix I to list a fee schedule that will include permitted facility fees, water and waste water fees, professional engineering fees, and lead program inspection fees. After a brief discussion, Pender moved to approve these changes to the Sanitary Code and have them implemented by 1/1/2026, seconded by Ketcham. All in favor. Motion carried.</p>
Director's Report:	<p><u>New</u></p> <p>Lead (Pb) Education Conference – October 8th</p> <ul style="list-style-type: none"> • Southern Tier Pediatrics (Jamestown Office) was the recipient of the <i>Provider Excellence</i> award. • Jamestown Children's Learning Center was the recipient of the <i>Above & Beyond</i> award. • Necko Construction was the recipient of the <i>Contractor Excellence</i> award. <p>National Association of Local Boards of Health (NALBOH)</p> <p>The Health Dept secured a 1-year free membership (typically a cost of \$250) to NALBOH, which provides access to a variety of valuable resources for BOH members, including trainings, webinars, and conferences.</p> <p>Public Water Systems</p> <ul style="list-style-type: none"> • Drought Management – After the conservation order was issued for Ripley and Fredonia, the Environmental Health Water Team did an exceptional job assisting and coordinating the transportation of over 100,000 gallons of water to help replenish the reservoir. • Fluoridation – A discussion is happening statewide and nationally about the overall health benefits of fluoridating public water supplies. While the majority of our county's landmass is septic, conversations are being had among regional public health groups about outreach to municipalities to share more information about fluoridation. <p>Legislative Outreach Days 2026</p> <ul style="list-style-type: none"> • The Health Dept. will host interactive outreach days for new (and existing) Legislators to provide a concise, high-value orientation to the public health responsibilities of our department, including the state and local laws and mandates that guide our work. It will equip them with the practical knowledge needed

Director's Report Cont'd	<p>for informed decision-making. The Board of Health is welcome to attend and will be kept up to date as planning develops.</p> <p><u>Updates</u></p> <p>Community Health Assessment & Improvement Plan</p> <ul style="list-style-type: none"> On track for completion and submission to NYSDOH by December 2025 <p>Pediatric Dental Services Update and Next Steps</p> <ul style="list-style-type: none"> Fidelis is active with a mobile unit Plans for additional visits in 2026 We are working with them to plan locations to improve/ensure access <p>Strategic Planning</p> <ul style="list-style-type: none"> 2 positions going through the HR process – no change since September, down from 3 in July, 5 in May, 10 in March and 17 in January <p>Staff Training & Development</p> <ul style="list-style-type: none"> At the successful completion of the Public Health Essentials training, learners will receive a certificate from Cornell University certifying that they are competent in Public Health Essentials. This certificate is worth \$3,000, but we were able to secure the training for free. 4 staff will start the program as of December 2025
Other Dental Connect Program Update	Dr. Pender presented on the Dental Connect Program that she and her practice manager began at Chautauqua Lake Dental. The program is for any person interested in a dental career to learn and engage at a basic level within all the fields of dentistry. With collaboration and funding from the Chautauqua Health Network, the program has grown and been shared with other dental offices within the county.
Adjournment	Tarbrake made a motion to adjourn at 7:46 p.m.
Future Meeting Dates	1/15/26, 3/19/26, 5/21/26, 7/16/26, 9/17/26, 11/19/26