

Meeting Agenda
State College Board of Health
July 24, 2018
Room 242 / 4 p.m.

I. Call To Order

II. Roll Call

III. Approval Of Minutes

IV. Public Hour

V. Business Meeting

A. Report On Department Activity

B. Grace Prep High School Salmonella Outbreak Update

C. Update On Digital Inspection Reports

VI. Other Matters Of Interest

A. Next Meeting - October 23, 2018

VII. Adjournment

Documents:

[Complete Board of Health Agenda - July 24, 2018.pdf](#)

Meeting Agenda
State College Borough Board of Health
Regular Meeting
Tuesday, July 24, 2018
4:00 p.m., Room 242

I. Call to Order

II. Roll Call & Introductions

James Edwards
Linda Greenly-Finch
William Taylor
Jacqueline Gardner
Thomas Daubert

III. Approval of Minutes

The Board should review and approve the April 24, 2018 meeting minutes.

IV. Public Hour - Hearing of Citizens

V. Business Meeting

- A. Report on Department Activity (copy attached)
- B. Grace Prep High School Salmonella Outbreak Update
- C. Update on Digital Inspection Reports

VI. Other Matters of Interest

- A. Next Meeting Date – October 23, 2018

VII. Adjournment

**Meeting Minutes
State College Board of Health
Regular Meeting
Tuesday, April 24, 2018**

The State College Board of Health met on Tuesday, April 24, 2018 in Room 242 of the State College Municipal Building, 243 South Allen Street, State College, PA. Chairman Taylor called the meeting to order at 4:02 p.m.

Members Present: Dr. William Taylor, Ms. Jacqueline Gardner, Mr. Thomas Daubert, and Dr. Jim Edwards.

Also Present: Kevin Kassab, Community Engagement Manager; Tom King, Assistant Borough Manager for Public Safety; Brian O'Donnell, Health Inspector/Ordinance Officer; and Sarah Smith, Administrative Assistant

The Board and staff made introductions.

Dr. Edwards joined the meeting at 4:04 p.m.

Approval of Minutes

Dr. Edwards made a motion to approve the January 30, 2018 minutes as submitted and Dr. Taylor seconded the motion. The vote was unanimously in favor.

Public Hour

No one was in the audience who wished to discuss items not on the agenda.

Business Meeting

Mr. O'Donnell discussed the First Quarter Report on Department Activity. Dr. Edwards inquired if there had been any drop-in refuse incidents since the Beta incident. Mr. Kassab and Mr. O'Donnell explained that the prolonged cold weather this spring would have had some impact on the refuse violations. Mr. O'Donnell explained interior furniture on the porches violations. Mr. Daubert inquired about the definition of interior furniture and Mr. Kassab stated that exterior furniture is referring to weather resistant furniture.

Mr. O'Donnell noted that the Borough had taken over the dog enforcement in Harris Township as of April 1, 2018. Mr. King noted that enforcement would be billed to Harris Township on an hourly rate.

Mr. O'Donnell reviewed the Health Inspections and the closed restaurants. He gave a brief overview of the procedures for closed restaurants. Mr. O'Donnell also gave an overview on Sanitation Supervisors, school inspections, and restaurant inspections. Mr. Kassab explained about license fees and inspection fees. Dr. Taylor inquired if the two closed restaurants were closed due to complaints or annual inspections and Mr. O'Donnell stated that Lychee was closed for a complaint and Kaarma was closed from an annual inspection.

Other Matters of Interest

Mr. King inquired if Ms. Gardner or Mr. Daubert had any questions regarding the Board of Health regulations. Mr. Kassab gave an overview of the regulations for having a local Health Department and the work that the Borough Health Department handles. Mr. O'Donnell and Mr. Kassab also discussed the trainings that staff attends.

Dr. Edwards inquired about the plan to inspect fraternity kitchens. Mr. Kassab explained that the plan had been postponed due to everything going on with the fraternities. Dr. Edwards inquired if there was a planned timeline for it to be implemented and Mr. Kassab stated that there was not yet a date. Dr. Edwards requested that he and the alumni be given a copy of the regulations and what the Health Inspectors would be looking for before the inspections are established. Mr. Kassab noted that the kitchen inspections would be part of the Borough ordinances rather than a part of the Property Maintenance Code. Mr. Daubert stated most fraternities had either a longstanding cook or a service that catered in. Mr. Kassab stated that fraternity inspections would likely be handled more like the nonprofit organizations. He noted staff would be reviewing things like technique, food safety, cleanliness, etc. Mr. O'Donnell stated there were some small concession stands that had different procedures as well.

Ms. Gardner inquired about the timing of the inspections and Mr. Kassab explained that the annual inspections are unannounced. He noted re-inspections are scheduled and the timeframe for the re-inspections are based on the severity of problem. Mr. O'Donnell stated the majority of establishments usually fix problems within 24 hours.

Mr. O'Donnell briefly discussed housing complaints.

Mr. Kassab explained that the Board of Health had the power to permanently revoke a restaurant license and he explained the reasons for revoking a license.

Mr. O'Donnell stated the next the meeting dates were scheduled for July 24 and October 23.

Adjournment

There being no further business to come before the Board, on a motion by Dr. Edwards and seconded by Mr. Daubert, the meeting was adjourned at 4:44 p.m.

Respectfully submitted,

Sarah Smith
Administrative Assistant

2nd Quarter 2018 – Enforcement Actions

Division of Health and Neighborhood Services (DHNS) Ordinance Warnings and Violations

Ordinance warnings are reminders and/or information given to inform residents, owners and PICs that they need to comply with an ordinance. There is no fine and, if a rental property is involved, no points are assigned toward permit suspension.

Ordinance violations are issued in the field by an Ordinance Enforcement Officer similar to a parking ticket. There is a fine and persons receiving the violation have seven days to pay the fine or appeal it. All appeals are answered in writing and, if denied, the person has an additional seven days to pay. Failure to pay a fine results in a citation against the property owner or tenant(s). If a rental property is involved, one point may be assigned for each Ordinance Enforcement Violation.

The table below provides an illustration of key categories along with a comparison of the second quarters in 2016, 2017, and 2018.

Type of Ordinance Warning/Violation	Warnings			Violations		
	2016 2nd Qtr.	2017 2nd Qtr.	2018 2nd Qtr.	2016 2nd Qtr.	2017 2nd Qtr.	2018 2nd Qtr.
Snow	0	0	0	0	0	0
Grass/Weeds	286	348	369	87	95	89
Brush	43	29	10	0	1	0
Refuse – General/Trash/Dumpster	20	28	24	9	5	5
Refuse – Cans at Curb	30	18	13	7	2	4
Refuse – Party Materials	6	5	0	32	21	46
Recycling – General	16	19	2	2	1	1
Recycling – Cans at the Curb	3	4	0	0	0	0
Dog Complaints	6	5	5	2	0	1
Missing House Numbers	2	2	4	0	0	0
Missing Sewer Caps	6	10	3	0	1	0
Graffiti	0	5	0	0	0	0
Housing	1	4	4	0	2	0
Other*	7	7	14	1	3	1
Total – Quarter	426	484	448	140	131	147
Total - Year to Date	1,265	905	731	380	238	219

*Other can consist of: Animal Bites, Blocked Dumpsters, Chicken Complaints, Mud on Streets, Open Burning, Handbills, Storm Sewer Discharge, and Sidewalk/Street Obstruction.

Additional Ordinance Enforcement Actions in the 2nd Quarter

- Contracted for weed/grass mowing at 2 properties.
- Assisted Zoning with removing 17 signs from the rights-of-way.

College Township Dog Incidents

- Investigated 8 complaints of dogs at large which resulted in 5 warnings and 3 citations
- Investigated 1 complaint of dog feces accumulation
- Investigated 1 complaint of a dog bite
- Issued 1 citation for a dog with no rabies information

Harris Township Dog Incidents

- Investigated 4 complaints of dog barking

2nd Quarter 2018 – Health Inspections

Restaurant Inspections

Municipality	Routine Inspections	Follow-up Inspections	Complaints	Plan Review and Opening Inspections	Establishments Closed due to Critical Violations	Billable Hours
College Township	9	0	2	5	0	16.0
Ferguson Township	15	0	4	2	0	21.5
Patton Township	15	0	3	8	0	27.5
State College Borough	39	10	7	12	1*	71.5
Totals	78	10	16	27	1	156.5

*Golden Wok

Tattoo Inspections

Routine Inspections	Follow-up Inspections	Complaints	Plan Review and Opening Inspections
0	0	0	4

Massage Inspections

Routine Inspections	Follow-up Inspections	Complaints	Plan Review and Opening Inspections
0	0	0	0

Supervisor Compliance

In Compliance	Percent In Compliance	Out of Compliance	Percent Out of Compliance
304/315	96.51%	11/315	3.49%

School Inspections

Municipality	School	Date
State College Borough	Fairmount Avenue School	4/24/2018
	Easterly Parkway Elementary School	4/24/2018
	Corl Street Elementary School	4/25/2018
	Our Lady of Victory	4/27/2018
	Radio Park Elementary School	4/19/2018
	State College High School - South Building	5/8/2018
College Township	Mount Nittany Middle School	4/11/2018
	Mount Nittany Elementary School	4/11/2018
	Houserville Elementary School	4/13/2018
	Lemont Elementary School	4/17/2018
Ferguson Township	Ferguson Township Elementary School	4/25/2018
	Centre Learning Center	4/27/2018
	Young Scholars School	4/27/2018
Patton Township	Gray's Woods Elementary School	4/18/2018
	Park Forest Elementary School	4/24/2018
	Park Forest Middle School	4/24/2018

2nd Quarter 2018 – Training Activities

ServSafe Classes

As required by the PA Department of Agriculture, at least one employee from each licensed Eating and Drinking Establishment must hold a sanitation supervisor certification.

2018 Dates

All ServSafe Classes in 2018 will be held at
Borough of State College
243 S. Allen St.

Classes held:

April 5 & 12, 2018
June 14 & 21, 2018

Upcoming Classes:

August 2 & 9, 2018
October 11 & 18, 2018
December 6 & 13, 2018

Cooking for Crowds

The Cooking for Crowds program was designed for non-profits, churches, and fire companies. The class includes a booklet that covers food safety procedures, a thermometer, and a certificate for those who participated in the program.

2018 Dates

All Cooking for Crowds Classes in 2018 will be held at
Borough of State College
243 S. Allen St.

Classes held:

None this quarter

Upcoming Classes:

September 18, 2018