

**Meeting Agenda
State College Borough
Board of Health
October 23, 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 (Copy Attached)

B. Draft A Tentative 2019 Work Plan

VI. Other Matters Of Interest

A. Proposed Meeting Dates

VII. Adjournment

Documents:

Complete Board of Health Agenda - October 23, 2018.pdf

Meeting Agenda
State College Borough Board of Health
Regular Meeting
Tuesday, October 23, 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 July 24, 2018 meeting minutes.

IV. Public Hour - Hearing of Citizens

V. Business Meeting

A. Report on Department Activity (copy attached)

B. Draft a Tentative 2019 Work Plan

Staff has been requested by Borough Council to have the Authorities, Boards, Commissions, and Committees work plans developed and approved prior to yearend. Tentatively, Council has this scheduled for review, discussion, and approval during November, which requires this Board to discuss and develop a work plan for 2019.

VI. Other Matters of Interest

A. Proposed Meeting Dates

- January 29, 2019
- April 30, 2019
- July 30, 2019
- October 29, 2019

VII. Adjournment

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

The State College Board of Health (BOH) met on Tuesday, July 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. Linda Greenly-Finch, 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 Sandy Lieb, Administrative Assistant.

The Board and staff made introductions.

Approval of Minutes

Mr. Daubert made a motion to approve the April 24, 2018 minutes as submitted and Ms. Gardner 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

Report on Department Activity

Mr. O'Donnell discussed the Second Quarter Report on Department Activity. He also reported that there was a lot of dog activity in College Township and noted the Borough had taken over the dog enforcement in Harris Township as of April 1, 2018.

Mr. O'Donnell then reviewed the Health Inspections and the closed restaurants. He noted there was one restaurant, the Golden Wok, that was still closed. He also gave an overview on Sanitation Supervisors, school inspections and restaurant inspections. Mr. O'Donnell stated there were seven restaurant complaints in the Borough. He said 50% of the complaints were from people that felt like they got sick from eating at the restaurants. He indicated the procedure was to inspect restaurants when complaints came in.

Mr. King added that some complaints were founded, and some were not.

The BOH requested to have the information for founded and unfounded complaints reported separately.

Ms. Gardner reported that someone was cooking out of a garage at 935 West College Avenue. Mr. O'Donnell said he would check that location to see what was happening there.

Ms. Greenly-Finch asked if the Borough inspected food trucks and inquired about the rules for hair. Mr. O'Donnell answered that some food trucks were inspected. He added that hair should be contained and if a beard was unkempt, it should be covered.

Mr. O'Donnell reviewed the Tattoo and Massage inspections. Ms. Gardner asked what they looked for when they inspected a massage establishment. Mr. O'Donnell stated their cleanliness was checked and for tattoo establishments the autoclave must be tested once a month.

Mr. O'Donnell reported that the State College High School North Building opened the new cafeteria in May.

Grace Prep High School Salmonella Outbreak Update

Mr. O'Donnell stated that on July 6, 2018, Grace Prep High School had a picnic and approximately 50 people were treated for suspected food poisoning. There were nine confirmed cases and two people were hospitalized. The State Health Department reported the issue to the Borough on July 11. He added the only commonly cooked food was the pork. Frozen pork butts were transported to the Altoona BOH to be tested for contamination. Mr. O'Donnell planned to provide an update at the next meeting.

Update on Digital Inspection Reports

Mr. O'Donnell stated they had started to use the digital inspection reports, and they would soon be compliant with Act 106. A database would be compiled on our website. Dr. Taylor asked when it would be available. Mr. O'Donnell answered there was not a timeline established at this point. He added there would probably be a link on the state's website to our website, and you would be able to view the three-page report instead of just whether the restaurant was compliant or not.

Other Matters of Interest

Mr. O'Donnell stated that ServSafe compliance was 96%. Dr. Edwards asked if there were still openings in the ServSafe classes. Mr. O'Donnell said there were still openings.

Mr. O'Donnell stated the next BOH meeting was scheduled for October 23, 2018.

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 4:43 p.m.

Respectfully submitted,

Sandy Lieb
Administrative Assistant

3rd 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 third quarters in 2016, 2017, and 2018.

Type of Ordinance Warning/Violation	Warnings			Violations		
	2016 3rd Qtr.	2017 3rd Qtr.	2018 3rd Qtr.	2016 3rd Qtr.	2017 3rd Qtr.	2018 3rd Qtr.
Snow	0	0	0	0	0	0
Grass/Weeds	78	66	179	19	51	84
Brush	95	29	42	0	0	0
Refuse – General/Trash/Dumpster	83	30	36	6	16	3
Refuse – Cans at Curb	49	39	32	2	1	3
Refuse – Party Materials	37	13	25	34	48	57
Recycling – General	24	15	8	1	0	1
Recycling – Cans at the Curb	4	13	0	0	0	0
Dog Complaints	14	12	10	2	3	0
Missing House Numbers	3	2	1	0	0	0
Missing Sewer Caps	4	4	4	0	0	0
Graffiti	3	1	2	0	0	0
Housing	9	9	17	0	1	1
Other*	11	31	29	1	0	1
Total – Quarter	414	264	385	65	120	150
Total - Year to Date	1,261	1,111	1,160	312	323	400

*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 3rd Quarter

- Contracted for weed/grass mowing at 6 properties.
- Assisted Zoning with removing 6 signs from the rights-of-way, 1 illegal rental and 1 tent on the sidewalk.

College Township Dog Incidents

- Investigated 4 complaints of dogs at large.
- Investigated 1 complaint of a dog bite.
- Investigated 1 complaint of dog barking.

Harris Township Dog Incidents

- Investigated 2 complaints of dogs at large.
- Investigated 1 complaint of a dog bite.

3rd 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	15	1	1	3	0	22.0
Ferguson Township	18	2	3	1	0	27.0
Patton Township	12	2	1	2	0	22.0
State College Borough	27	6	4	10	0	52.0
Totals	72	11	9	16	0	123.0

*Golden Wok

Tattoo Inspections

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

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
324/330	98.18%	6/330	1.82%

School Inspections

Municipality	School	Date
State College Borough	N/A	
College Township	N/A	
Ferguson Township	N/A	
Patton Township	N/A	

3rd 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:

August 2 & 9, 2018
October 11 & 18, 2018

Upcoming Classes:

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:

September 18, 2018