

Meeting Minutes
State College Board of Health
Public Meeting
January 26, 2016

The State College Board of Health met on Tuesday, January 26, 2016, in Room 242 of the State College Municipal Building, 243 South Allen Street, State College, PA. The 2015 Chairman, Dr. William Taylor called the meeting to order at 4:05 p.m.

Members Present: Dr. William Taylor, Dr. Linda Greenly-Finch, and Dr. John Golbeck.

Also present: Kevin Kassab, Health Officer/Supervisor of Inspections; and Sarah Smith, Staff Assistant.

Election of 2016 Chair – Dr. Golbeck nominated Dr. Taylor and Dr. Greenly-Finch seconded the motion. The vote was unanimously in favor of the motion.

Approval of Minutes – Dr. Taylor made a motion to approve the minutes as amended. There was no second. The vote was unanimously in favor of the motion.

Public Hour – There was no one present in the audience who wished to discuss items not on the agenda.

Business Meeting – Mr. Kassab discussed the Ordinance Enforcement Actions of the 4th Quarter Report. Dr. Golbeck inquired about the high number of Snow Ordinance Warnings that were issued. Mr. Kassab explained that there were no snow warnings issued in the fourth quarter of 2014 due to little snow fall so all of the first warnings for the snow season were issued in the first quarter of 2015. This accounted for the unusually high number of snow warnings in the calendar year.

Mr. Kassab explained that the ServSafe class continues to do very well and there would be six classes in 2016.

Next, Mr. Kassab briefly reviewed the annual Food Safety & Regulations Newsletter.

Dr. Golbeck inquired which department inspects the establishments in Bellefonte and Mr. Kassab explained that the Pennsylvania Department of Agriculture inspects those establishments. He briefly explained that Bellefonte might look at contracting to have the Division conduct the restaurant inspections in their jurisdiction, but that had not occurred yet. In addition, Mr. Kassab briefly discussed the change in policy that would need to occur in the licenses and inspections for the Division to conduct Bellefonte's inspections. Dr. Golbeck inquired how often the state inspects Bellefonte inspections and Mr. Kassab explained that the state is required to inspect annually and on a complaint basis. He noted that there seemed to be some lag time in complaint inspections since the state does not have the man power to respond as quickly as the local Health Departments.

Mr. Kassab noted for the record that the Conflict of Interest Policy and Code of Conduct with regard to HUD Programs were distributed to the Board at the meeting and via mail to the Board member who was not in attendance.

Mr. Kassab announced that Ms. Lori Sowash will be retiring in February and the Borough will be advertising for a new Health Technician. Dr. Golbeck inquired about the qualifications for the position and Mr. Kassab briefly reviewed the job description for the position.

Ms. Smith reported that the report to Borough Council would be on March 21, 2016 at 7:00 p.m., provided the Chair could attend. Chairman Taylor noted that he should be available.

Ms. Smith reported that the next Board of Health meeting would be scheduled for April 26, 2016 at 4:00 p.m.

Other Matters –

There being no further business to come before the Board, on a motion by Dr. Golbeck, the meeting adjourned at 4:30 p.m.

Respectfully submitted,

Sarah Smith, Staff Assistant