

**Meeting Minutes
State College Borough
Board of Health
Tuesday, January 22, 2019**

The State College Borough Board of Health (BOH) met on Tuesday, January 22, 2019, in Room 242 of the State College Municipal Building, 243 South Allen Street, State College, PA. Mr. O'Donnell called the meeting to order at 4:05 p.m.

Members Present: Linda Greenly-Finch and Dr. Jim Edwards

Also Present: Tom King, Assistant Borough Manager for Public Safety; Brian O'Donnell, Health Inspector/Ordinance Officer; and Sandy Lieb, Administrative Assistant

There was not a quorum for this meeting, so no official business was voted upon at the meeting.

Election of 2019 Chair

The election was postponed until the April 30, 2019 meeting.

Approval of Minutes

Approval of the minutes was postponed until the April 30, 2019 meeting.

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 reported that there were no major changes on the report. He added warnings were down, and the Sanitation Supervisor compliance was at 97%. He said there were two critical violations and follow ups. He stated that Irving's Bagels was on a three-month compliance inspection schedule.

Dr. Edwards asked why State College Area School District (SCASD) was not providing lunch for Our Lady of Victory School (OLV). Mr. O'Donnell said that due to Federal Procurement rules the OLV school lunch program would have to go out to bid, and it was not in the SCASD's best interest. He added that two employees from SCASD went to OLV and took over the program.

Board of Health Report to Council

Mr. King said the date for the Board of Health Report to Council had not been determined.

Newsletter

Mr. O'Donnell reviewed the newsletter and discussed the handouts that were distributed with the Eating & Drinking Licenses. He said the new items discussed in the newsletter were Service Animals, Hair Restraints, registering the businesses' Hazard Analysis Critical Control Point (HACCP) with us and the inspection forms used by the Borough.

He also reported that many of the churches had become licensed. The fee for a non-profit license was \$68.45. He added that while ServSafe was not required for churches, it was highly recommended.

ABC Memo and Conflict of Interest Policy

The ABC Memo and Conflict of Interest Policy was distributed to the members.

Upcoming Meeting

Mr. O'Donnell stated the next BOH meeting date was scheduled for April 30, 2019.

Adjournment

There being no further business, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Sandy Lieb
Administrative Assistant