

2014 ANNUAL REPORT ON LOCAL BOARD OF HEALTH/HEALTH OFFICER

Complete all sections and return to: **Amy McLaughlin, 625 Forster Street Room 628, Health & Welfare Building, Harrisburg, PA 17120.** If you have any questions or concerns, I can be reached at (717) 787-4366.

Part I – Municipality Identification and Contact Information – Please provide the following information for your municipality.

1. Municipality Name City of Titusville	2. Municipality Contact (Person completing this form): Diana Durstine	3. Address: 107 N Franklin St Titusville, PA 16354-1734
4. Telephone: 814-827-5300 ext 303		
5. Fax: 814-827-4359		
6. Website: www.cityoftitusvillepa.gov		
7. Email: adminservices@cityoftitusvillepa.gov		
(Department of Health Information Only)		

Part II – Local Board of Health

8. Has an ordinance been enacted to create a Board of Health? (Check one)		
Yes <input checked="" type="checkbox"/>	Date Enacted: 12/15/1913	
No	Undetermined	
8a. If yes, list current members:		
Name	Occupation	Term Expiration
Tammy Champion	Self-Employed	1/1/2017
Dr. Scott McAllister	Physician	1/1/2015
Mary Ellen Peden	Nurse	1/1/2019
Terry Kerr	Retired School Administrator	1/1/2019
Vacant		1/1/2015
8b. If no, does Council act in lieu of a Board of Health? (Check one)		
seY	No	Undermined
8c. Emergency Contact Number for Board of Health: 814-827-5300 ext 303		
8d. Number of times the Board of Health meets annually: As needed		

Part III – Local Health or Sanitary Officer.

9. Does you retain a health officer who is certified by the Pennsylvania Department of Health? (Check one)	
Yes <input checked="" type="checkbox"/>	No
9a. If yes, fill in the following information for the health officer:	
Name: Eric Mitchell	
Address: PO Box 625 Waterford, PA 16441	
Telephone: 814-796-4017	Emergency Number:

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Email:			
9b. Employment Status?	Full Time	Part Time	Contract for Service <input checked="" type="checkbox"/>
Please attach copy of certification and or Council decision to hire.			

Part IV – Duties of Health or Sanitary Officer.

9c. Highest Education Level (Check One):			
Certificate/Associates <input checked="" type="checkbox"/>	Bachelor's	Post-Graduate	OD/DM
10. What are the specific duties of your Health Officer? (Acceptable to attach Job Description, contract agreement, etc)			
Inspection of food establishments and retail food facilities.			

Part V – Investigations

11. Number of health/community complaint investigations conducted in the past year by (Give number for each job category if applicable. If the same individual performs the duties of health officer and code officer, answer only in 11a.):		
11a. Health Officer: <input checked="" type="checkbox"/>	11b. Code Officer:	11c. Local Law Enforcement:
12. Who performs inspection of food establishments? (Check one)		
Health Officer	Name: Eric Mitchell	
PA Department of Agriculture	Approximate date of surrender:	
Other Municipal Official:		
13. If municipality inspects food service facilities, has inspector received food inspection training? (Check one)		
Yes <input checked="" type="checkbox"/>	No	nwonknU
13a. If Yes, Approximate Date: 2/25/1998		
14. Number of food service establishments in your Municipality: 42		
14a. Number of food service inspections performed in the past year: 41		
14b. Number of violations recorded: Not tracked	14c. Number of violations corrected: Not tracked	
15. Are food service inspection reports available to the public? (Check one)		
Yes <input checked="" type="checkbox"/>	No	
15a. If yes, by what method(s)? (Check all that apply)		
By request <input checked="" type="checkbox"/>	Print Media <input checked="" type="checkbox"/>	Grade Posted in food service establishment
Web	Website URL:	
Other	Specify:	

Part VI – Uniform Construction Code (UCC) and Property Maintenance

16. Who performs inspections for enforcement of the Uniform Construction Code? (Check one)	
Health Officer	Code Officer
Contract Code Enforcement <input checked="" type="checkbox"/>	Name of inspection Agency: Construction Code Inspectors
Department of Labor and Industry (Municipality has opted out of local UCC enforcement)	

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17. Has your municipality enacted any specific property maintenance codes? (Check one)	
Yes	No <input checked="" type="checkbox"/>
17a. If yes, list or attach copy of ordinance(s).	