

2016 ANNUAL REPORT ON LOCAL BOARD OF HEALTH/HEALTH OFFICER

Complete all sections and return to: **Michelle Scroggins, EHS, 19 McQuiston Drive, Jackson Center, PA 16133.** If you have any questions or concerns, I can be reached at (724) 662-6068.

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. Phone: 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: 12/15/2013	
No	Undetermined	
8a. If yes, list current members:		
Name	Occupation	Term Expiration
Tammy Champion	Self-Employed	1/1/2022
Dr. Scott McAllister	Physician	1/1/2020
Mary Ellen Peden	Nurse	1/1/2019
Terry Kerr	Retired School Administrator	1/1/2019
Vacant		1/1/2015
8b. Emergency Contact Number for Board of Health: 814-827-5300 ext 303		
8c. 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:	
Email:			
9b. Employment Status?	Full Time	Part Time	Contract for Service <input checked="" type="checkbox"/>
Please attach copy of LHO certification and or Council decision to hire.			

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Part IV – Duties of Health or Sanitary Officer.

9c. Highest Education Level (Check One):			
Certificate/Associates <input checked="" type="checkbox"/>	Bachelor's	Post-Graduate	MD/DO
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. Who performs inspection of food establishments? (Check one)		
Health Officer <input checked="" type="checkbox"/>	Name: Eric Mitchell	
PA Department of Agriculture	Approximate date of surrender:	
Other Municipal Official:		
12. If municipality inspects food service facilities, has inspector received food inspection training? (Check one)		
Yes <input checked="" type="checkbox"/>	No	Unknown
12a. If Yes, Approximate Date: 2/25/1998		
13. Number of food service establishments in your Municipality: 42		
13a. Number of food service inspections performed in the past year: 42		
14. Number of health/community complaint investigations conducted by LHO in the past year.		
Water:	Sanitation:	
Housing Safety:	Insect/Vector Control:	
Communicable disease:	Schools:	
Other: (describe)	Other: (Describe)	

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

15. 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	
16. Does the municipality conduct limited rental housing inspections? (Check one) w/complaint		
Yes <input checked="" type="checkbox"/>	Rental Permits required? No	No
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).		