

2018 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 1635-1734	
4. Phone: (814) 827-5300 x 303	5. Fax: (814) 827-4359
6. Website: www.cityoftitusvillepa.gov	
7. Email: admins@cityoftitusvillepa.gov (Department of Health use only)	

Part II – Local Board of Health.

8. Has an ordinance been enacted to create a Board of Health? (Check one)		
<input checked="" type="radio"/> Yes	Date Enacted: 12/15/2013	
<input type="radio"/> 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	1/1/2024
Vacant		1/1/2019
8b. Emergency Contact Number for board of health: (814) 827-5300 x303		
8c. Number of times the board of health meets annually: as needed		

Part III – Local Health or Sanitary Officer.

9. Do you retain a health officer who is certified by the Pennsylvania Department of Health? (Check one)			
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Decision to hire	
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?	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input checked="" type="checkbox"/> Contract for Service
Please attach copy of LHO certification and or Council decision to hire.			

Part IV – Duties of Health or Sanitary Officer.

9c. Highest Education Level (Check One):			
<input checked="" type="checkbox"/> Certificat/Associates	<input type="checkbox"/> Bachelor's	<input type="checkbox"/> Post-Graduate	<input type="checkbox"/> 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)		
<input checked="" type="checkbox"/> Health Officer	Name: Eric Mitchell	
<input type="checkbox"/> PA Department of Agriculture	Approximate Date of surrender:	
<input type="checkbox"/> Other Municipal Official		
**NOTE If municipality completes food inspections complete questions 12. to 13.a		
12. If municipality inspects food service facilities, has inspector received food inspection training? (Check one)		
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unknown
12a. If yes, approximate date: 2/25/1998		
13. Number of food service establishments in your Municipality: 43		
13a. Number of food service inspections performed in the past year: 43		
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: (Decribe)	

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

15. Who performs inspections for enforcement of the Uniform Construction Code? (Check one)		
<input type="checkbox"/> Code Officer		
<input checked="" type="checkbox"/> Contract Code Enforcement	Name of inspection Agency: Construction Code Inspectors	
16. Does the municipality conduct limited rental housing inspections? (Check one)		
<input checked="" type="checkbox"/> Yes	Rental Permits required?	<input type="checkbox"/> No
17. Has your municipality enacted any specific property maintenance codes? (Check one)		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
17a. If yes, list or attach copy of ordinance(s).		