



## **BOH MEETING MINUTES – 01/05/16**

### Attending

James Griffin, Chairman  
John Curran, Vice Chairman  
Robin Williams, Member

Also in attendance: Cathleen Liberty, Director of Public Health, Tina Nolin, Senior Clerk

**Meeting called to order 6:30 pm**

### **REVIEW OF MEETING MINUTES**

#### **Meeting minutes of November 10, 2015**

Motion to accept and place on file the minutes of November 10, 2015 – Member R Williams  
Second – Vice Chairman J Curran, MD  
3-0 Vote to accept and place on file the minutes of November 10, 2015

### **PUBLIC HEALTH ISSUES**

#### **AFC HACCP Plan**

Presented by Director Liberty. Motion to accept variance – Member R Williams, seconded by Vice Chairman J Curran, MD. 3 to 0 vote to approve the AFC HACCP Plan.

#### **Olive Garden ROP Variance Request (Reconsideration)**

After much discussion the Board agreed to approve Olive Garden ROP Variance Request. Chairman Griffin motioned to approve the second request from ROP Variance from Olive Garden. Member R Williams seconded. 3-0 Vote to approve the second request from ROP Variance from Olive Garden.

#### **Food Borne Illness – discussion**

Director Liberty reviewed the investigation of the Food Borne Illness Investigation that occurred at the Kane Elementary School October 23, 2015 and the future protocol for such events. Food samples that were collected and analyzed did not find contamination.

#### **Tobacco Compliance Checks**

Directed Liberty presented that Tobacco Compliance checks had started in Marlborough and that of the 40 city establishments that sold tobacco, 17 were cited for incompliance – selling to a person under 21. All had been notified via order letter and served a \$100 fine.

## **BOH UPDATES**

### **Substance Abuse Prevention Coalition**

Director Liberty informed the Board that the Coalition was going well and had a number of projects and events the works for the future – including a wellness fair.

### **FDA Grant - PIC Training**

Director Liberty informed the Board that the department had received a \$2,500 grant to hold PIC Trainings for city establishments in need of the training.

## **MONTHLY REPORTS**

### **Nurses Report**

Submitted by Director Liberty – report was accepted and approved to be place placed on file.

### **Sanitarians' report**

Submitted by Director Liberty who reported inspectors were on target with all restaurant inspections. Reports were accepted and approved to be place placed on file.

## **UNKNOWN BUSINESS AT TIME OF MEETING**

There was a request from Director Liberty to Vice Chairman Dr. Curran to sign the *Model Standing Orders for Tuberculin Skin Testing – Current as of January 2016*. Documents were signed.

## **ADJOURN**

Motion – to adjourn meeting at 7:06 pm-Chairman Griffin

Second – Vice Chairman J Curran, MD

3-0 vote to adjourn Board of Health Meeting at 7:06 pm

**Next Board of Health meeting is set for February 2, 2016 at 6:30 pm in the Council Committee Room**

Respectfully submitted,

  
James Griffin, Chairman

Dated: 2/2/2016

Cc: Board of Health Members  
City Council  
City Clerk  
City of Marlborough Website