



BOH MEETING MINUTES –12/12/17

Attending

Robin Williams, Chairwoman
Joseph Tennyson, MD, Member

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

Meeting called to order 6:34 pm

REVIEW OF MEETING MINUTES

Review of December meeting minutes and accepted by Chair Williams and member Tennyson.

ADMINISTRATIVE

Director Liberty stated that if a Sanitarian worked for another municipality, the board would need to approve. Liberty requested their approval for Rike Sterrett to work for another municipality. The board approved this request.

BOARD BUSINESS

Adoption of the 2013 Food Code

The board discussed adopting the 2013 Food Code and they want it advertised in the local newspaper that the board will be adopting the new food code at the January 2, 2018 meeting so the public is aware of the change.

NAACHO Grant/Retail Standards

Director Liberty stated that she had received a grant from NAACHO. Robin went on to explain the retail standards program to member Tennyson.

New Food Establishment Inspection Report

Director Liberty showed the board the inspection report created by Acela software program and stated that the state had approved the form. Robin noted that there are other software programs that would be better to use.

Person in Charge Training

Director Liberty asked the board to make the training mandatory for food establishments who were repeat violators. Robin and Joe would rather use the Active Managerial Approach than the training.

PUBLIC HEALTH ISSUES

Animal Regulations

The board read the draft animal regulations and Robin wanted more regulations on chickens, chicken coops, goats and bees. Liberty will redo the draft regulation and put it on the January agenda.

Monthly Reports

- **Nurse's Report**

Director Liberty submitted the Public Health Nurse's report and accepted to be placed on file..

- **Sanitarians' Reports**

Presented by Director Liberty - reports were submitted and accepted to be placed on file.

OTHER BUSINESS UNKNOWN AT TIME OF POSTING

ADJOURN

Motion – to adjourn meeting at 7:07 PM – Member Tennyson

Second – Chair Williams

2-0 vote to adjourn Board of Health Meeting at 7:07 PM, Yes, Chairwoman Williams; Yes, Member Tennyson

Next Board of Health meeting will be on January 2, 2018

Respectfully submitted,



Chairwoman Williams

January 2, 2018

Dated

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