

FOOD SERVICE ADVISORY COMMITTEE (FSAC)

APPROVED MINUTES

*Monday, August 7, 2023
2 pm to 3:30 pm*

Staff present: Scott Kruger (Interim Environmental Health Program Manager), Paula Felipe (Public Health Program Assistant, Recorder)

Members present: Jacob Oliver (Common Fields); Morgan Orr (The Brass Monkey); John McEvoy (Retired Environmental Health Specialist from Linn County); Eric Howitt (Cascade BBQ).

Excused: Carol Lee Woodstock (Woodstock's Pizza); Chelsea Baldwin.

- I. **Introductions and Welcome.**
- II. **Review and Approval of Minutes.** **MOTION** made by John McEvoy to approve the June 12, 2023 Minutes; Seconded by Morgan Orr; **MOTION** passed. (Members decided to postpone selecting a Chair and Co-Chair until all members are present).
- III. **Open FSAC Position.** Currently, there is an open position for FSAC and applications are being received. Scott will reach out to Teresa Farley at BOC to check on status of applications. There are 7 slots in FSAC, so only 1 more to fill.
- IV. **Environmental Health Manager position-Update (Scott Kruger).** A candidate declined, so the recruiting process continues. Scott will be meeting with April Holland the Human Resources staff to discuss next steps.
- V. **FSAC Bylaws.** If anyone has questions about the Bylaws, email Scott and he can check with Teresa Farley and Vance Croney about any legal issues.
- VI. **Environmental Health Fees.** Interim Health Department Director April Holland will bring information about the EH Fees at the next meeting.
- VII. **Classes for Community.** Scott and Robert Baker want to schedule some classes in the next 6 months. There was a series of classes offered by the State Fire Marshal and it was shared on Facebook and contained rules for food trucks. Some will need to upgrade fire suppression systems.

VIII. **Next Meeting:** FSAC will meet on September 11, 2023 from 2 pm to 3:30 pm. Send agenda items to Paula.Felipe@bentoncountyor.gov

- Location will be the Environmental Health Conference Room, Kalapuya Building, 4500 SW Research Way, Corvallis.
- Food Service Advisory page: [Environmental Health – Food Service Advisory Committee | Benton County Oregon](#)
- Link for online application for serve on Benton County’s Advisory Committees: [Committee Vacancies | Benton County Oregon](#)

Meeting adjourned at 3:25 pm.