

Benton County Food Service Advisory Committee (FSAC) January 24, 2011 - Meeting Minutes

- Members Present:** Gary Evans, Chair (Manager/Clodfelter's); John Booker, Food Service Manager (Burger King); Aleli Hernando-Fisher (Retired Food Service/Albany General Hosp); Jeff Franzoia, General Manager (Applebee's); and Barb Eveland, Operator (Nearly Normals)
- Absent Members:** Carolyn Raab, Vice Chair (Consumer Rep/OSU Extension Service); and Bernardo Magana (Operator, El Sol de Mexico).
- Staff Present:** Bill Emminger (EH, Division Director), and Marika Medrano (EH, Program Assistant).
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CALL TO ORDER

The Chair called the meeting to order at 2:30 PM

APPROVAL OF MINUTES

A **motion** was made to approve Minutes from September 30, 2010; the Motion was seconded; all were in favor; so moved.

AGENDA ADDITIONS

John B: I would like to talk about the FDA Food Code & Senate Bill 510

CITIZEN COMMENTS

Gary E: I work with the Partnership to reduce underage drinking. We are working with Kelly Locey to host a free "Retailer Training" in April. This is hands on education and will have 50 spots available. Bill has already said it should be alright for the Environmental Health Specialists to hand out. We are working on finding a venue (possibly the Fire Station) and then Kelly will finish the flyer.

SERV SAFE

Bill E: Our upcoming class is on April 21st at the Health Department (Columbia Room). The certification is good for 5 years. Serv Safe is a nationally recognized program. The cost is \$135.00 and includes the textbook, lunch and test.

FOOD SAFETY FOCUS

Marika M: I will add Partnership to reduce underage drinking flyer.

Gary E: What about an article for the Temporary Restaurants? It is timely since we have Red White & Blues, & then Da Vinci Days coming up.

Bill E: We are seeing an increase in the number of Temporary Restaurant Permits we are issuing. Due to the economy and unemployment, people are looking for alternative ways to make money. A Temporary Restaurant event is an easy and relatively inexpensive way to try out a restaurant idea. This

year we cut our benevolent fees in half (down to \$31 for a temporary event) to help out benevolent groups.

Gary E: Cops & Chops – fundraiser 2nd & Monroe on June 4th.

SHELDON WAGNER PUBLIC HEALTH SERVICE AWARD

Marika M: Please submit your nominations by March 4th (see attachment)

FOOD SAFETY & AWARENESS HANDOUT

Bill E: This is a handout from Department of Homeland Security and Food and Agriculture Sector Council. Oregon DHS has asked us to hand this out – this will be part of a Food Safety & Awareness series. I think this is a good handout to post for your employees (and the public) to see... it's a reminder to just keep our eyes open to something suspicious.

2011 FEES & BUDGET UPDATE

Bill E: We requested a 6% increase; we got a 3% increase from the Board of Commissioners. We won't be filling the empty position in our onsite program. The worst case scenario is if my cost allocation went up, then I would have to reduce FTE, layoff or reduce hours of one of the Environmental Health Specialists (if that happened then the State could take that program back from us). We will know more by end of March when we have a draft budget.

ANNOUNCEMENTS

Bill E: The Board of Commissioners has purchased a new building and there is a possibility that Environmental Health will move to the new property (not until 2012). Environmental Health and Developmental Disabilities (DD) are two self contained programs that could potentially move to the new location. At some point we will need to do a community assessment. I have been working on our space needs in Environmental Health (for instance a lab and a library). We will be looking for key individuals from our community partners to act on the community assessment. We would probably have preliminary plans in place late February or early March. It should only be a couple meetings. I will keep this committee posted.

FDA CODE

Bill E: We are in the process of reviewing the 2009 FDA Food Code. Department is Ag is at the table. We are trying to change the Department of Ag rules at the same time as we change the Restaurant rules. We have 32 people in the workgroup. We will be done with review in about a month. Then the state will review and start the Rule change process. Some big changes: Hot food drops to 135 and the cooling process will change. Scott & Robert are currently teaching the 2009 FDA Food Code in the Serv Safe Class. This is good for us because it gives us an advantage in knowing the changes that may be coming.

SENATE BILL 510

Bill will review material from John and address at our next meeting

NEXT MEETING April 18th at 3:30pm

Agenda: Elections, Budget Update, SB 510

MEETING ADJOURNED at 3:40

Benton County Food Service Advisory Committee (FSAC) April 18, 2011 - Meeting Minutes

Members Present: Gary Evans, Chair (Manager/Clodfelter's); John Booker, Food Service Manager (Burger King); Aleli Hernando-Fisher (Retired Food Service/Albany General Hosp); Jeff Franzoia, General Manager (Applebee's); Carolyn Raab, Vice Chair (Consumer Rep/OSU Extension Service); and Barb Eveland, Operator (Nearly Normals)

Absent Members: Bernardo Magana (Operator, El Sol de Mexico).

Staff Present: Bill Emminger (EH, Division Director), Scott Kruger (EH, Environmental Health Specialist) and Marika Medrano (EH, Program Assistant).

CALL TO ORDER

The Chair called the meeting to order at 3:30 PM

APPROVAL OF MINUTES

A **motion** was made to approve Minutes from January 19, 2011; the Motion was seconded; all were in favor; so moved.

CITIZEN COMMENTS

Carolyn: What about mobile units?

Bill: they are very popular and it is a hot topic in the state, we have a fairly small number in Benton County.

ELECTIONS

Motion to keep Gary as Chair and Carolyn as Vice Chair. Motion seconded, all in favor, so moved.

REPORT FOR BOARD OF COMMISSIONERS

Board of Commissioners is just looking for a brief 15 minute presentation from committees on their activities. Marika will ask for clarification on what the Board of Commissioners wants from us.

SERV SAFE

Bill E: Our upcoming class is this Thursday April 21st at the Health Department (Columbia Room). The next class will be held sometime in September (location is pending – most likely September 15th).

Scott: We have 16 folks registered for our current class. In September we may look at the Carriage House (at Fairgrounds) for class location, we are also looking at doing a special Serv Safe for McNary Dining Hall staff.

Gary: You may want to look at the Elks Lodge.

FOOD HANDLER CLASSES

Environmental Health Staff has noticed that since classes have been offered online there is decline in the number of walk in students. We propose cutting back the food handler exams to two weeks in a month on the 1st and 3rd Thursday of every month (as opposed to weekly). We will continue to hold the Spanish (and/or other languages) Food Handler exams every Friday. We will look at doing this in January of 2012. We will heavily advertise and market this to the community at least two months in advance.

FSAC WEBSITE:

Are members OK with their names being listed on the FSAC webpage?

Motion to add committee member names and titles to our website, Motion seconded, all in favor, so moved.

FOOD SAFETY FOCUS – ARTICLES & SPOTLIGHT

Bill: We are looking for timely articles in general and specifically for our May 2011 issue.

Scott: We are looking for trends in critical violations.

Barb: Maybe you can showcase a foodborne illness and educate folks in layman's terms

Jeff: I think it's a great idea to highlight the top violations

John: What about updates on differences in the FDA Food Code?

Scott & Bill: Once the new code is adopted we would target those changes.

Bill: We may also want to highlight last year's Yaquina Bay Oyster recall

Barb: Notify folks on how to sign up for the Food Safety Alerting System & FDA for alerts.

Next Spotlight: John Booker

FDA CODE

Bill: we are finalizing work on the FDA Food Code Committee. In a month or two the State should have a draft rule. I would hope we will see something in July.

MOVE FOR EH: STRENGTHS, WEAKNESSES, OPPORTUNITIES & THREATS (SWOT ANALYSIS)

The county has purchased the Heath Building (old Forestry building). There are some discussions about what county departments to move to that facility. Right now the Health Department is looking at Environmental Health and Developmental Disabilities (DD) as two entities that could possibly move to that facility. See attachment on Environmental Health's space needs for next 5 years – it includes our current space needs, and also future needs (lab, record storage, library, etc).

Strengths: more space, lab space, closer to Community Development, parking, & secure records

Weaknesses: breaking apart from Health Department (may lead to fractures), and cost space allocation may go up

Opportunities: secure records

Threats: economy

Next steps – meet with DD, meet with Mitch and then possibility look at an outside advisory group.

Bill: A broader question may be, aside from the Heath building – is there another location for Environmental Health to relocate to?

NEXT MEETING August 22, 2011 at 3:30pm in the Siletz Conference Room

MEETING ADJOURNED at 5:14 p.m.

Benton County

Food Service Advisory Committee (FSAC)

September 12, 2011 - Meeting Minutes

Members Present: Carolyn Raab, Vice Chair (Consumer Rep/OSU Extension Service); Jeff Franzonia, General Manager (Applebee's); Barb Eveland, Operator (Nearly Normals); Jon Sutton, Food Service Manager (Good Samaritan Hospital); and Ed Wasco, General Manager (McGrath's)

Absent Members: Gary Evans, Chair (Manager/Clodfelter's); Aleli Hernando-Fisher (Retired Food Service / Albany General Hospital).

Staff Present: Bill Emminger (EH, Division Director), Robert Baker (EH, Environmental Health Specialist) and Terri Thetford (EH, Permits Clerk).

CALL TO ORDER

The Vice Chair called the meeting to order at 2:35 PM

APPROVAL OF MINUTES

A motion was made to approve Minutes from April 18, 2011; the Motion was seconded; all were in favor; so moved.

CITIZEN COMMENTS

None

INTRODUCTIONS/ANNOUNCEMENTS/DUTIES

Committee welcomed new committee members Ed Wasco and Jon Sutton. Frequency and subjects of meetings explained.

FDA CODE

Bill: Still working on the new state food code. Some changes will be wild mushroom requirements, no bare hand contact and change in hot holding temperature to 135°F. The Oregon Health Authority (OHA) is preparing a draft rule for public comment. Usually OHA will have an implementation period for educational purposes.

STATUTE CHANGES

Bill: "Saturday Market" rule is being replaced in January, 2012. Instead of 30-day permit, a 90-day permit will be allowed for vendors doing same menu in same place. There will be additional requirements to obtain these permits.

LICENSE FEES

Bill: The downturn in the economy and uncertainty with federal and state funding to local health departments has complicated and slowed the budget process. Assumption used to base funding may

have to change as federal and state budgets are approved. Plans are now to have a draft fee schedule out to committee members before or at the next meeting. Bill reviewed the fee development and license renewal process for new members.

SERV SAFE

Robert: Our upcoming class is Thursday September 22nd at the Health Department (Columbia Room). Only have 2 people registered at this time. Several members said that Thursdays are not good- Mondays and Tuesdays would be best. Also earlier in September would work better for restaurants but not necessarily for OSU.

NEXT MEETING September 26, 2011 at 2:30pm in the Siletz Conference Room

MEETING ADJOURNED at 3:25 p.m.

Food Service Advisory Committee (FSAC) October 17th, 2011

Members Present:	Jon Sutton-Food Service Manager (Good Samaritan Regional Medical Center); Carolyn Raab-Vice Chair (Consumer Rep./OSU Extension Service); Jeff Franzoia-General Manager (Applebee's); Aleli Hernando-Fisher (Retired Food Service/Albany General Hospital) & Ed Wasco-General Manager (McGrath's)
Absent Members:	Gary Evans-Chair (Manager/Clodfelter's) & Barb Eveland-Operator (Nearly Normals)
Staff Present:	Bill Emminger (EH-Manager), Scott Kruger (EH-Environmental Health Specialist), Terri Thetford (EH-Permits Clerk) & JonnaVe Stokes (EH-Program Assistant)

CALL TO ORDER

The Vice Chair called the meeting to order at 2:43 p.m.

APPROVAL OF MINUTES

MOTION was made to approve the September 2011 Minutes; motion was seconded; all in favor; so moved.

INTRODUCTIONS

Introductions were made between committee members & staff.

CITIZEN COMMENTS

None

REVIEW PROPOSED FEE SCHEDULE

Bill Emminger - Environmental Health, Benton County Health Services (BCHS)

***Handout: HB 2868.** The State of Oregon is putting together a committee to review the new requirements of House Bill (HB) 2868. BCHS asked the State to provide guidance & methodologies to support their new class of licensing fees. Environmental Health (EH) of BCHS is trying to merge their timelines & guidelines with the State's. What will the new licensing fee calculations look like?

Historically Benton County (BC) offered single event licensing fees that were valid for 30 days. If a vendor broke a day in service, the operator would then have to get a new temporary license.

New licensing categories for temporary licenses

- 90 day non-benevolent seasonal license
- 30 day intermittent license (IE: same location, same event, 30 day intermittent).
- **New** category of **seasonal** temporary license: same menu, same location, same events occurring around the food service & the operator is allowed breaks in service (IE: Saturday Markets). These are now inspected once over a 90 day period when previously they were inspected every 30 days.
- **New** category of **intermittent** temporary license: same menu, same location, different events occurring around the food service (IE: rodeo, fair, church meeting, rock concert, etc.). These will be inspected every 30 days.

Currently none of these fees apply to mobile food carts downtown Corvallis though the State is reviewing those operations.

DEVELOPMENT PLAN FOR NEW LICENSING CATEGORIES (seasonal & intermittent)

2011 Licensing Fees

- \$165 for multiple day event
- \$138 for a single day event
- \$31 for benevolent event; including a \$26 fee if application is not processed 10 days prior to event.

Areas affected by new licensing categories:

Previous designation of a volume discount has gone away for Saturday Market vendors. Larger vendors were receiving discounts on inspections for multiple booths (six booths or more); this proved unfair for smaller vendors paying more inspection fees.

These were called single events (providing the same food, at the same place, over a period of time); they are now called seasonal events.

This will decrease BCHS's revenue stream & but will also decrease full time employee (FTE) time on inspections.

- IE: Oregon State University (OSU) events are currently inspected 30 times each month; providing revenue of around \$15,000.00. That will now drop to around \$5,000.00 for the EH division of BCHS.
- Overall effect is a 2/3rds drop in EH revenue that includes OSU & Saturday Market vendors.

Length of time to perform inspections

- Time to perform inspections for intermittent, single, or seasonal events shouldn't change significantly from one another.
- May be more follow-up inspections in the event a critical violation is found with a 90 day licensed vendor, where they are given the option to either correct the critical violation or put a new procedure into place.

Options for creating new revenue stream

- Require an upfront fee to all 90 license holders in the event there is a critical violation staff may have to follow-up on, with additional charges to come later.
- Bill follow-up work separately only to vendors who receive critical violations.

Committee recommended actions

- After critical violations EH may charge for additional follow up inspections as needed.
- Add fee on permit license at the forefront, as a cost of doing business. Vendors will still receive a break because EH will be charging 50% less than they are currently.

Operational review

In order to get a longer period license EH will have to perform an operational review. An example of this might be a downscale plan review for a temporary restaurant when these key questions/areas are checked:

- What food will be prepared?
- Hazard Analysis of Critical Control Points (HACCP) may need to be performed.
- What types of equipment will be used?
- How are the vendors going to transport food to/from the location?
- What kind of storage will the vendor use before relocating?
- Are vendors purchasing food & then transporting to prepare on site?

EH is not sure what exactly will be required & the department may be able to recover some costs here. BCHS needs the State to determine the unknowns in this process & are still waiting to hear from the State workgroup for these new fees.

Committee recommended suggestions

- Have vendors include in their operational review packets: their policies & procedures, sanitation outline, business plan & any HACCP planning (serving as a benchmark for staff); as well as standardizations in food monitoring.

Statute for new fees goes into effect January 1st, 2012.

FEES

***Hand out: Draft Fee Schedule.** EH is later than normal in sending their annual renewals out due to the constant changing of federal & state budgets.

***Hand out: Current EH Budget;** explains what the fees do for BCCHS. EH fees went from \$835,776 to \$863,073 overnight; there were 11 amendments to the BCCHS budget, caused by federal cuts passed on to the State & again to Benton County.

Other areas getting cut in BCCHS are Women Infants & Children (WIC) & Emergency Public Health Preparedness. Even though the facilities don't change positions do fluctuate; BCCHS lost 20 positions during the last budget cuts.

New license fee calculations stem from EH hourly costs which are based on State Statutes and an 8% overall EH budget reduction. Funds have now decreased for overhead administrative costs, onsite program work, personnel & salaries.

EH HOURLY COSTS

***Handout pg.2**

There are 2,080 work hours each year; there are 100 hours a year requiring EH professionals to attend trainings. Administrative time is based on a state statute that allows 440 hrs to staff members for office time. BC produces 1,342 hours of field time; the State requires at least 1,230 hours each year of field time. EH currently has 4 field sanitarians that create 5,000 work hours in the field.

The currently hourly rate for an EH professional is \$153-\$161.00/hr., uniformly a 5% increase.

***Handout pg.9**

Hourly rate x 1.5 hrs x 40% follow-up rate x 2 = New licensing fee.

Last year EH needed a 6% fee increase to cover their costs; the commissioners only allowed EH to raise their fees 3%.

***Handout pg.11, superscript 3B** Fees for non-benevolent restaurants are lower if they get their application for licensing in before 10 days; this fills the county's contract requirement of giving field employees a 10 day notice on their workplans.

superscript 4 A \$79.00 base penalty fee will be added for vendors operating without a license.

Approaches: have a flat fee, increase by 5%, or be closed down, if vendors are caught operating without a license. EH is still catching 2-3 vendors operating without a license each year & these violations continue to increase.

Committee Suggestions/Advisement

- EH should penalize vendors operating without a license significantly up front by increasing the penalty fee to \$85 & round the penalty fee up to \$30 if not licensed 10 days before an event.
- Market 10 day early licensing fee as an incentive discount program to outside vendors.

EH has noticed an interesting trend from temporary restaurant permit 2009 data. The number of temporary restaurant permits are increasing; this may be a direct result of the City of Corvallis' newer program which offers a Food Biz Course. It is designed to help entrepreneurs decide whether or not they should start a food business. The course is used as a trial run to see if it's something the potential food vendor really wants to pursue.

Another thought for this increase may be due to the harsh economic times; job seekers have started extra cooking activities/side businesses & sales to help increase their income.

Additional Feedback on the New Fee Schedule

The committee supports a 5% fee increase to take effect January 1, 2012.

MOTION was made to vote on a 5% increase in food service fees to begin in 2012; motion seconded; all in favor; so moved.

COMMITTEE FEEDBACK

- The committee appreciated the amount of information provided for fee justification
- They like how it was prepared & presented

***Bill will discuss with commissioners the new agreement of fee changes**, if the fees are changed even by one point, Bill will let the committee know immediately for further discussion.

***Bill will prepare an Agenda Checklist for the board & set the meeting for 3-4 weeks out**; he requests a FSAC member to be present at the meeting to show support & to avoid any scheduling conflicts there may be for the EH staff. Jeff Franzonia, the Chair & Vice Chair will provide back-up support.

FOOD & DRUG ADMINISTRATION ANNOUNCEMENTS & LEGISLATIVE CHANGES

Scott Kruger-Environment Health Specialist, Benton County Health Services

Changes include: a new scoring system for priority foundation/core violations; no bare hand contact with ready to eat food; tomatoes & cut leafy greens are now considered potentially hazardous & must be under refrigeration when altered (under 40 degrees); hot holding temperatures have been decreased from 140-135 degrees; and new criteria for par cooking (preparation/re-heating of raw animal parts) exists.

NEXT MEETING Monday, February 6th, 2011 at 2:30 p.m. in the Siletz Conference Room.

MEETING ADJOURNED at 4:05 p.m.