

Kitsap Food Advisory Council Meeting Agenda

Date: 4/1/2019

Time: 9:00am-11:00am Meeting adjourned at 11:10 am

Location: Sinclair Room

Attendees: Dayna Katula, Jodie Holdcroft, Susan Walther, Ross Lytle, Dawn Morris, -KPHD; Monica Downen-Monica's Waterfront Bakery; Kimberly Faulkner-Bremerton Foodline; Joe Bushnell-Washington Hospitality Association; Gina Omalanz-Essence of the Thymes; Helena Barton-Washington DOH; Jeff BeCraft-Family Pancake House; Diane Fish-Kitsap Conservation District; Paisley Gallagher-WSU Extension; Willie Sharp-Wiley's Food Truck; Roy Sahali-RawFuel Foods; Mike Boice-Saar's Super Savers Foods; Suanne Martin Smith-Home Made Cafe

Time	Topic	Discussion/Outcome	Follow-up & Assignment
9- 9:20	Introductions	<ul style="list-style-type: none"> • Round table Everyone introduced themselves and explained why they wanted to be a part of the council. 	
9:20-9:30	KFAC overview	<ul style="list-style-type: none"> • Council's purpose It is a volunteer council comprised of industry, public, and Food and Living Environment Program representatives whose goals are to increase food safety in Kitsap County. • Ground rules Topics may become contentious. It is ok to attack the process, but not the person. Keep discussion civil. 	
9:30-9:45	KPHD's Food Program overview	<ul style="list-style-type: none"> • Program summary Dayna explained that the Food and Living Environment Program (F&LE) is made up of 5 inspectors and herself. They perform approximately 6000 inspections a year, which include pools, spas, camps, 500 temporary events and 1300 food establishments every year. They also field questions about Living Environment topics such as mold, bedbugs, bats, and rabies. Someone characterized the Living Environment Program as the junk drawer of the Health District and Dayna thinks that is an accurate description. • Recent & current projects <ul style="list-style-type: none"> ○ FDA Voluntary Standards <ul style="list-style-type: none"> ▪ Establish KFAC Dayna reports that the FDA came up with 9 standards for the "perfect food program." One of those standards included the formation of the advisory council. Helena says that a successful council must have input from the community and the food industry. Dayna thanked everyone for volunteering. Establishing this council helps to meet the FDA standard. ○ Application Manager Dayna informed the council that the F&LE program recently began using an internal Health District database, called Application Manager, to track Food Establishment applications. The goal is to provide more efficient customer service to food establishments. 	

**KPHD's Food
Program
overview
(continued)**

- **Commissary Kitchen Grace Period Project**

Dayna explained that this project allowed the Health District to obtain records for commissary kitchens and their use, that we might not have had previously. Roy asked when that project will end. Dayna said the review piece will always need to happen. Commissary kitchens or businesses wanting to use a commissary kitchen will likely always be applying for approval.

Roy then asked if the commissary kitchen review aligned with regulations for food trucks? For example, code requires that food trucks be washed out and commissary kitchens don't allow this. Dayna said that no, the Health District did not look into that. We only categorized the kitchens.

- **Online food inspection reports**

Dayna demonstrated to the group how to look up online reports. She said she is working with her inspectors to use plain language on the reports making them easier for the public to read and understand. There was some public confusion when a local establishment scored a 98.75% on their inspection and yet were closed because of a rat infestation (or other imminent health hazard).

Suanne asked how long the permit inspections are required to be posted at food establishments. Dayna said that there was no official rule. The group discussed it and agreed that it should remain posted at a minimum until the next inspection report is available.

Paisley asked if it was just restaurants that were inspected? For example, does the Health District inspect industrial kitchens, commissary kitchens, etc.

Dayna clarified that it is any establishment that is required to have a food establishment permit, but we inspect commissary kitchens under the business that took out the permit to serve food (e.g., caterer, mobile unit, temporary event vendor).

Jodie added that it also includes schools and groceries.

Joe asked about cottage food permits. Dayna said that the WSDA does those inspections, not the local health jurisdiction.

A question was asked about farm stands. Dayna said that they do not require food establishment permits to sell produce.

Diane asked about farm-direct sales of dairy and eggs. Dayna said that also falls under the jurisdiction of the WSDA.

Joe inquired about the threshold from complaints to reinspection. Dayna said that the trigger varies depending on how critical the complaint is. If it is not a critical violation, they will not revisit until the establishment's next routine inspection. If it is critical, then they are inspected same-day or next day.

		<p>Joe asked if the Health District received many malicious complaints. Dayna said that it happens fairly often, and the Health District is obligated to investigate every complaint.</p> <ul style="list-style-type: none"> • New food inspector Niels is moving back to the Solid & Hazardous Waste program and there is an opening for a food inspector in Dayna's program. 	
9:45-10	Council details	<ul style="list-style-type: none"> • Meeting scheduling Dayna would like the council to meet twice a year. A poll she sent out earlier indicated that Mondays were the best day for the group. After a bit of discussion, meeting on the 1st Mondays of April and October were agreed upon. Helena mentioned DOH will have much information to share about the Food Code rule revision, so if the next meeting can be in November rather than April, then she could update KFAC. Roy asked if the people at the table were qualified to receive updates on the Food Code revisions. Dayna showed the group the Washington State Department of Health's Food Safety Advisory Council webpage that showed which members were on the state's committee and the groups for which they were advocating, as well as their contact information. • Website contact information Dayna asks as representatives of each member's group of Food Establishments, what contact information is the group comfortable with providing on a webpage? Suanne voted for email, but not phone number. Paisley suggested name and organization but no contact info. Joe agreed, no contact info, but perhaps instructions to contact Dayna for more information and she could put the proper council member in touch with the requestor. The group agreed that this is what they would prefer. Diane asks if there were resources available for sharing documents and communicating amongst the council members. Dayna will look into it. • Submitting a topic for KFAC Dayna said there is a link to a form on the KFAC webpage for folks to submit topics to KFAC. 	Dayna will look into website availability for communication and document sharing amongst the council members.
10-10:45	KFAC Bylaws	<ul style="list-style-type: none"> • Review Bylaws Dayna noted that the bylaws were based on those established by other local health jurisdictions' advisory councils including Tacoma/Pierce County, Spokane, Clark County, and the State of Washington. The group discussed and revised the bylaws. • Vote The group voted and passed the bylaws Roy asked, as an aside, why the Health District fees could not be reviewed prior to 5 years. He said the fees would be a barrier for him to do business in Kitsap County. 	<ul style="list-style-type: none"> • Dayna will send the bylaws to the Health District's attorney for review and ask for the legal opinion on adding in a statement of liability • Dayna will find out why HD fees cannot be opened for review at this time.

