

## Kitsap Food Advisory Council Meeting Agenda

**PURPOSE:** 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 okay to attack the process, but not the person.

**Date:** 10/3/2022

**Time:** 10:00 am - 12:00 pm

**Location:** Sinclair Room & [Zoom](#)

**Attendees:** Eric Evans (partial), Monica Downen, Dayna Katula, Layken Winchester, Rosalie Howarth

Time	Topic	Discussion/Outcome	Follow-up & Assignment
10:00-10:10	<b>Introductions</b>	<ul style="list-style-type: none"> <li>• Round table introductions</li> <li>• Washington State Department of Health (DOH) KFAC representative update</li> </ul>	
10:10-10:15	<b>KPHD's Food Program update (Dayna)</b>	<ul style="list-style-type: none"> <li>• Personnel updates – <a href="#">Rosalie Howarth</a> hired into Food Program.</li> </ul>	
10:15-11:15	<b>General topics</b>	<ul style="list-style-type: none"> <li>• Food ordinance update – <a href="#">The Food ordinance has been updated and approved. There are no major changes to the ordinance. Many items included in the updated ordinance were already food program policy but were not previously written into the ordinance.</a></li> <li>• Policy review               <ul style="list-style-type: none"> <li>○ <a href="#">Change of Ownership Policy review – Reviewed and discussed during meeting.</a></li> <li>○ <a href="#">Out of Jurisdiction Caterer and Mobile Unit Policy review – Reviewed and discussed during meeting.</a> <ul style="list-style-type: none"> <li>▪ <a href="#">If a Kitsap permitted caterer or mobile unit owns a permitted food service establishment (FSE) that is out of county and can be used as their commissary kitchen, then that caterer or mobile unit can use that out of county FSE as their commissary kitchen.</a></li> <li>▪ <a href="#">Kitsap county permitted caterers and mobile units should always check with the county they are looking to operate out of regarding permitting if they want to operate outside of Kitsap.</a></li> </ul> </li> </ul> </li> <li>• 2023 permit fees - <a href="#">Food fees may be increased on the permit side. (0-9%)</a> <ul style="list-style-type: none"> <li>○ <a href="#">The Food Program will make recommendations to the Board of Health (BOH) in October, then will get direction from the BOH finance committee.</a></li> <li>○ <a href="#">There will be a public comment period before November BOH meeting.</a></li> <li>○ <a href="#">In November, BOH will review (there will be time for public comment at the November BOH meeting, as well) and then determine the fee increase.</a></li> </ul> </li> <li>• <a href="#">KFAC member recruitment – KFAC is short on temp event and mobile unit representation.</a></li> </ul>	

		<ul style="list-style-type: none"> <li>○ Food program will put an ad out for members in our next food newsletter.</li> <li>○ Discussed additional ideas for recruiting temp event and mobile unit members for KFAC.</li> <li>○ Monica volunteered to help with recruitment.</li> <li>● <b>Community fridges</b> – They have not been allowed in the past. There are food safety risks that come with allowing time/temperature control for safety (TCS) foods in a community fridge. Movement has been happening, however, to include TCS foods as part of share pantries and food rules must evolve with donated food distributing organizations (DFDOs) as well as evolving business models. <ul style="list-style-type: none"> <li>○ DOH has come up with guidance for community fridges. Part of the guidance includes having a fridge monitor for safety.</li> <li>○ The Food Program wanted to inform KFAC on the update and get thoughts. <ul style="list-style-type: none"> <li>▪ Discussed new guidance and community fridge food safety during meeting. Thoughts on safety included potential partner system with permitted facilities and DFDOs and providing education.</li> <li>▪ Monica and Dayna will have an additional conversation about community fridge safety ideas at a later date.</li> </ul> </li> </ul> </li> <li>● <b>Code revision changes- How is it going?</b></li> </ul>	
Remainder	<b>Open</b>	<ul style="list-style-type: none"> <li>● Open time on agenda for anyone to give updates, ask questions, or voice concerns:</li> <li>● Discussed upcoming Washington State Department of Health (DOH) food safety workshops. <ul style="list-style-type: none"> <li>○ Some of the workshops are open to the public.</li> </ul> </li> <li>● Discussed potential future permitting options that Monica brought up during the meeting including a possible day-of/a la carte permitting option for permanent permit holders. Dayna will bring up those ideas during an internal permit structure meeting.</li> </ul>	
	<b>Agenda items for next meeting:</b>	<ul style="list-style-type: none"> <li>● <b>Next meeting: January 2, 2023 @ 10 am to 12:00 pm – Meeting may be re-scheduled or cancelled.</b> <ul style="list-style-type: none"> <li>○ Dayna will ask KFAC members for agenda items or thoughts on keeping/cancelling meeting as the meeting gets closer.</li> </ul> </li> </ul>	