

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: 1/3/2022

Time: 10:00 am - 12:00 pm

Location: [Zoom](#)

Attendees: Diane Fish, Jeff BeCraft, Suanne Martin Smith, Nolan Simmons, Tatiana Tubberville, Melissa O'Brien, Dayna Katula, Layken Winchester, Paisley Gallagher, Julia Zander, Gina Omalanz

Time	Topic	Discussion/Outcome	Follow-up & Assignment
10:00-10:10	Introductions	<ul style="list-style-type: none"> • Round table: Tatiana Tubberville and Nolan Simmons were introduced as new food inspectors. • DOH KFAC representative: <ul style="list-style-type: none"> -Current representative has taken a new position and a new DOH representative is needed. The request has been sent to DOH's Food Safety Program. -DOH meeting time conflicts with KFAC meeting time, which makes it difficult to have DOH representation at the KFAC meeting. Input from the council needed as to whether the meeting start time should change to allow for DOH representation or remain the same. <ul style="list-style-type: none"> -Members prefer that meeting start time remains the same. -Members asked whether DOH representative could join KFAC meeting after DOH meeting concludes. 	<ul style="list-style-type: none"> -Dayna will speak with DOH about representative joining KFAC meeting after their conflicting meeting ends. -Dayna will inform group of DOH response so that council can make final start time decision.
10:10-10:20	KPHD's Food Program update (Dayna)	<ul style="list-style-type: none"> • Personnel updates: Two inspectors hired. Additional inspectors will enable the program to do more work. The goal is to catch up on inspections and expand the services that the program can offer. • FDA Program Standards: Topic moved to next meeting due to low attendance. • 2022 fees: Topic moved to next meeting due to low attendance. • Collection of outstanding 2021-22 Food Service Establishment Permit fees: Topic moved to next meeting due to low attendance. 	
10:20-10:35	2022 goals	<ul style="list-style-type: none"> • Food Program: <ul style="list-style-type: none"> ○ Become current on inspections ○ Revised Food Code ○ Update Food Ordinance (KPHB Ordinance 2014-01) ○ Implement electronic inspection system for temporary events ○ Progress FDA Program Standards ○ Update website ○ Update educational materials and some applications ○ Expand on services, including foodborne illness reporting • KFAC: 	<ul style="list-style-type: none"> -Members should send Dayna an email if they have further input on KFAC projects after the meeting has concluded. -Suanne will forward contact for new Port Orchard shelter to Dayna.

		<p>-Does KFAC meet member expectations? Member responses included that KFAC is valuable, benefits farmers, and connects members to knowledge and information about Kitsap.</p> <p>-Discussion about new project ideas revolved around donated food distributing organizations (DFDOs). Members want to focus on projects that increase accessibility to and education about DFDOs as well as ensure the consistency of food safety among DFDOs. Discussion also included how to improve relationship between Food Program and people who make complex food for donation. Ideas included educational materials and lists of location of DFDOs, creating a KPHD DFDO website page, working with specific DFDOs, community navigators, commissary resources, etc. A separate workgroup for DFDO projects may be created to address project ideas and implementation.</p>	
10:35-10:50	Food Code revision education/implementation (Dayna)	<ul style="list-style-type: none"> • Ideal roll-out plan <ul style="list-style-type: none"> ○ Jan 2022: Food Program work on educational materials ○ 2/1/22: Educational information sent to operators ○ 2/15/22-2/17/22: Hold Q & A sessions for operators ○ 3/1/22: Revised Food Code in effect • Educational handout reviewers: <ul style="list-style-type: none"> -Gina, Jeff, Julia, and Suanne volunteered to review the handouts. • Other ideas? <ul style="list-style-type: none"> -Provide physical copies of the handouts to operators during inspections. 	-Members should send Dayna an email if they have further input after the meeting has concluded.
Remainder	Open	<ul style="list-style-type: none"> • Open time on agenda for anyone to give updates, ask questions, or voice concerns: <ul style="list-style-type: none"> -Discussion on Certified Food Protection Manager (CPFM) included what is a CPFM, when is a CPFM required, implementation, and resources. 	
	Agenda items for next meeting:	<ul style="list-style-type: none"> • Next meeting: May 2, 2022 @ 10 am to 12:00 pm 	