ROLE OF THE STATE LIAISON

What will they really do?

Dennis E. Baker
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What We Will Cover

• Brief History
• General Position Description
• A Discussion of the Expectations
• Feedback
History

- First Proposed by AFDO and then Recommended by the Partnership for Food Protection
- Congressional Involvement – Funding
- ORA Senior Management Input
- Assignment of first 20 Liaisons to the Field
- Current Activities
Duties and Responsibilities

General – Interacts with State and local officials to help promote uniform policies and activities in food and drug matters and will serve as the liaison for information transfer between FDA and state, territorial, tribal and local agencies. The incumbent will represent the FDA Region and District to the State and locals and will represent State and locals to the District Office.
Liaison Duties

• In cooperation with HQ & Region, develops, institutes and coordinates all aspects of the District/State program including planning, coordinating, training, monitoring and auditing.
• Informs District management on federal/state activities and program performance.
• Informs District on changes in state laws and policies affecting food and feed programs
• Evaluates effectiveness of FDA District State program operation in meeting goals/objectives.
Liaison Duties - Continued

- Develops and implements strategies to improve the effectiveness and efficiency of FDA program operations and implements them.
- Works with both state and district management.
- Coordinates the state contract, partnership, and grant work performance.
- Reviews state inspection reports for adequacy, endorses those reports and facilitates input into IT system.
- Also conducts audits of state inspections.
Liaison Duties - Continued

• Works with the state programs to establish work plans and coordinates both regulatory and surveillance inspections, in-depth investigations and sample collections.

• Works with partners to ensure program compliance.

• Facilitates implementation of Integrated Food Safety system within state agencies with food & feed regulatory responsibilities.
Liaison Duties - Continued

- Is actively involved in coordinating the selection of food firms assigned to the state for inspection and monitoring of the progress of the assignment, completion, and submission to FDA of those inspections.

- Works closely with DFSR to support federal-state policy, strategic planning with the states and coordination with the states that have food & feed contracts managed ion DFSR and with those states implementing MFRPS.
Liaison Duties - Continued

- Is the state's primary point of contact (POC) when they reach out to FDA, responding to questions and inquiries from federal, state, and local agencies regarding FDA.
- Is accessible by phone, pager, or email at all times.
- Is the POC between Regional & District, ORA field offices and applicable State & local laboratories for the handling or response to State lab submissions and the timely communication from ORA to the states about each submission.
Liaison Duties - Continued

• Represents the Districts & Agency in meetings with other high level Federal, State & Local officials, including 50-state, grass root, advisory and industry meetings, and other conferences.

• Makes contact to exchange information, resolve problems, provide advice and guidance on issues that may be controversial.

• Coordinates District cooperative and partnership operations, and clarifies technical and policy issues.
Liaison Duties - Continued

• The State Liaison is able to successfully present and negotiate (within the national policy guidelines) the Agency’s and District’s position on highly sensitive issues of proposed regulations, established policies, and emerging situations.
Liaison Duties - Continued

• Oversees state contracts, identifying issues relating to state employee training, MFRP’s, state interpretation of FDA reg’s, etc., in the course of oversight activities. Addressing these issues by providing advice and guidance directly to state managers or by referral of the matter to the appropriate FDA officials.

• Conducts day-to-day activities with state partners, including the review and acceptance of contract inspections in eSAF, tracking inspectional accomplishments and reviewing state compliance activities with firms.
Liaison Duties - Continued

• Reviews state contract work to determine acceptability of the work
• Monitors the timeliness of state report submissions and monitors District timeframes
• Monitor & generate timeframe tracking reports that indicate when state inspections have been awaiting endorsement for 30, 60 or greater than 90 day periods
• Identify barriers to these problems and propose solutions.
Liaison Duties - Continued

• Monitors the state audit process, including:
  – Scheduling the audits with the state
  – Assigning the audits within the district
  – Overseeing that audits are performed
  – Monitoring the audit classification in accordance with Field Management Directives

• Works with state, headquarters and regional staffs to assess state needs and district abilities for negotiating and implementing partnership agreements.
Liaison Duties - Continued

• Works with states and Regional commissioning staff to facilitate the commissioning process for State and local officials.

• Serves as the local authority on confidential sharing of non-public information with local and state government officials.
Liaison Duties - Continued

• Will also conduct inspections and sample collections on the programs related to oversight of state inspections (food & feed inspections, tissue residue inspections, BSE, as well as other inspectional tools).
OIG
Investigation
and
Recommendations
Need MORE positions

• Additional positions are needed to support the district's current review and processing of 2300 state contract reports; assist with joint work planning with our states, provide information, training, assistance and needed oversight to, states and to provide help during emergencies.