

# 2016-2017 AFDO FINAL COMMITTEE REPORT

## Retail Food Committee

**\*Chair:** Angela Montalbano, NY Department of Agriculture & Markets, Brooklyn, NY

**Chair:** Joseph Graham, Washington Department of Health, Olympia, WA

**Chair:** Kimberly Stryker, Alaska Department of Environmental Conservation, Anchorage, AK

**Chair:** Craig Nielsen, Georgia Department of Agriculture, Atlanta, GA

**Chair:** Elizabeth Nutt, Tulsa Health Department

**Co-Chair, Meat & Poultry:** Elaine Hite, United States Department of Agriculture, Washington, DC

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When the food and retail food committees split in June 2016, the shared kitchen guidance document charge was assigned to the food committee. This charge has issues that cross retail (direct to consumer) and manufactured (wholesale). Angela Montalbano has been working on the Shared Kitchen Guidance with hopes to have the document completed by the end of March 2017.

Angela Montalbano, in collaboration with Joe Corby, Erin Sawyer and John Luker, has completed the "AFDO Incubator Kitchen Guidance Document" and has submitted the document to AFDO for final review and publication. The guidance document is to be available during the 2017 annual AFDO Conference.

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**Charge 1:** Update AFDO's Retail Meat and Poultry Processing Guidelines. Seek input from FSIS.

**Discussion:** Joe Corby has been in contact with USDA's Elaine Hite on updating AFDO's Retail Meat and Poultry Processing Guidelines. It has been determined that USDA FSIS is currently in the process of updating a guidance document issued by FSIS that is very similar to AFDO's Retail Meat and Poultry Processing Guidelines. The projected completion date is September 30, 2017. FSIS proposes to proceed with the internal guidance document revisions, and then provide the completed document to AFDO once it has been through the clearance process. AFDO would be free to reference the FSIS document and provide a link in their guideline. Joe Corby will follow up with FSIS for the Committee when FSIS completes their own guidance document.

**Recommendations:** Joe Corby will follow up with FSIS for the Committee when FSIS completes their own guidance document. This Committee charge should be carried over to next year.

### **Executive Committee Action:**

Approval



Disapproval



Date

6/7/17

**Charge 2:** Maintain contact with CFP committees and identify opportunities for collaboration. Regularly request and maintain a listing of CFP committees and their members.

**Discussion:** This committee will maintain a list of committees for CFP which will be included in the final committee report. Retail Food Committee Chair Joe Graham is a member of the "Clean in Place Committee". Patrick Guzzle, the CFP Conference Chair will issue a CFP update during the Retail Food Committee Meeting at the annual AFDO conference June 17, 2017.

**Recommendations:** This Committee charge should be carried over to next year.

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**Charge 3:** Create an AFDO Guidance on Wild Harvested Mushrooms.

**Discussion:** Erik Bungo continues to lead the work on this charge. Erik continues to work on the document.

**Recommendations:** Continue to follow up with Erik on progress of the guidance document. This Committee charge should be carried over to next year or until the document has been completed.

**Executive Committee Action:**

Approval  Disapproval  Date 6/7/17

**Charge 4:** Develop a webinar for retail program managers discussing the functions and responsibilities of the CFSAN retail food protection staff and ORA retail program specialists including how each area can provide support to state retail program managers.

**Discussion:** Angela has followed up with Glenda Lewis from CFSAN on April 14, 2017 to confirm assistance in developing a retail program managers' webinar. Glenda is still willing to participate however, it will be confirmed with the Retail Policy Team Lead, Mary Cartagena, on determining if the July time frame remains feasible. The team has several upcoming trips that utilize those involved and may need to adjust the timing. The plan remains with FDA presenting the webinar.

Committee maintains a directory of FDA's Retail Food Specialist Team.

**Recommendations:** Work with AFDO staff or FDA to provide webinar. Follow up with Glenda Lewis at the annual AFDO conference. Carry over this charge.

**Executive Committee Action:**

Approval  Disapproval  Date 6/7/17

**Charge 5:** Solicit input from members of AFDO that are state and local retail program managers about areas of potential change to the VNRFRPS. Work to identify areas of consensus and begin developing issues for the 2018 CFP.

**Discussion:** On February 14 and 15, 2017, the following group of people met in Myrtle Beach, SC at the invitation of AFDO:

1. Brian Nummer, Utah State University
2. David Lawrence, Fairfax (VA) County
3. David McSwane, Conference for Food Protection
4. Elizabeth Nutt, Tulsa (OK) Health Department
5. Joe Corby, AFDO
6. Kimberly Stryker, Alaska Department of Environmental Conservation
7. Krystal Reed, AFDO
8. Natalie Adan, Georgia Department of Agriculture
9. Patrick Guzzle, Idaho Department of Public Health
10. Steve Mandernach, Iowa Department of Inspections & Appeals
11. Steve Moris, Kansas Department of Agriculture

The purpose of the meeting was to discuss the Manufactured Food Regulatory Program Standards (MFRPS) and the Voluntary National Retail Food Regulatory Program Standards (VNRFRPS) using the following: 1) identifying similarities and differences, 2) determining whether the differences were necessary due to fundamental

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differences among programs, and 3) determining whether opportunities for harmonization were possible.

The group went through all 10 standards using the criteria above and also discussed the possibility of identifying standards that were outcome based (as opposed to being prescriptive and detailed) that could be more flexibly implemented by jurisdictions.

**Recommendations:** Identify standards that were outcome based (as opposed to being prescriptive and detailed) that could be more flexibly implemented by jurisdictions. Carry over this charge.

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Disapproval



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**Charge 6:** Work with other organizations involved in retail foods to develop and disseminate of information to assist state and local retail food programs. Other organization such as Conference for Food Protection (CFP), National Association of County and City Health Officials (NACCHO), and National Environmental Health Association (NEHA).

**Discussion:** Create a resource index to be shared with other organizations as well as sharing their resource index with AFDO, as has been accomplished with CFP. Assure the website links and resource links are on respective organization websites including NEHA and NACCHO. Committees member are actively soliciting NEHA and NACCHO to achieve this charge.

**Recommendations:** The committee members should be more diligent in attempting to accomplish this charge. The discussion should be revisited with the committee members during the annual AFDO conference in June 2017.

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Disapproval



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**Charge 7:** Construct a 2 hour committee session during the allotted committee time spot with a final agenda for submission no later than March 1, 2017.

**Discussion:** The 2 hour committee meeting session agenda has been finalized and submitted to the AFDO staff.

2:30 – 2:35	Welcome to the AFDO Retail Food Committee Meeting
2:35 – 2:50	IFPTI Fellow – Jessica Egan “Strengths and Weaknesses of Restaurant Grading Systems
2:50 – 3:05	IFPTI Fellow – Renita Stroupe “Effect of Certified Food Protection Manager on Food Management System Control of Risk Factor Violations”
3:05 – 3:35	E Commerce – Pick and Pack Delivery - Liz Duffy, Director, Walmart Food Safety and Regulatory Compliance Global eCommerce
3:35 – 4:05	USDA Update - Shaun Smith, USDA OIEA
4:05 – 4:35	CFP Update - Patrick Guzzle, CFP Conference Chair
4:35 – 5:00	Commercial / Shared Kitchen – Angela Montalbano, NY State Department of Agriculture and Markets

**Recommendations:** Committee members begin soliciting speakers and discussing topics of concern, new emerging issues, etc. by December. Continue this charge.

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