



Technical Advisory Group (TAC) - Food Safety Meeting Agenda

Date: January 10, 2025

Time: 9:30-10:00am

Location: Phone Conference via Microsoft Teams

Attendees: Brigette Holland, J. Kimberly Walker-Norton, Dave Petersen, Craig Alexander, Laura Spirlin, Starr Cooney, Eric Atlas, Kevin Sanderson, Erendira Hernandez, Gerry Preston

Discussion Topic	Additional Content & Notes
Welcome and Roll Call; Introductions (All) (5 minutes) 9:00 - 9:05	<ul style="list-style-type: none"> Meet and Greet
TAC Bio document - (10 minutes) 9:05 – 9:15	<ul style="list-style-type: none"> There is still interest in the brief Bio with a picture document but will need a reminder to complete this. By including Bio and picture we can reduce introduction times
Program and Staffing Updates (15 minutes) 9:10 – 9:25	<ul style="list-style-type: none"> Vacant program manager position filled: J. Kimberly Walker-Norton. <ul style="list-style-type: none"> Kimberly has a background in health care, community engagement, and business administration. She’s currently managing the School Health and Safety team as well as co-managing the Food Program. The food program hiring 4 individuals to fill 3.5 vacancies in 2025. An existing SH&S employee joining our program in a .5 FTE capacity. <ul style="list-style-type: none"> 1 existing inspector position vacated heading into 2025 and 2 new inspection positions are part of the 2025 budget. The inspector positions are posted will be reviewed beginning 1/15/25. Anticipated start dates occurring in March. 4 – 5 months of training is generally needed for release to independent inspections; anticipate new hires to be inspecting independently around August. 2024 Volume Projections & Actuals; 2025 Volume Projections <ul style="list-style-type: none"> Past Dues Inspection progress post COVID <ul style="list-style-type: none"> Striving for each category to be 0, shooting for February. Temporarily reassigned 4 staff (2 leads, FBI/FDA specialist, and a plan reviewer) to conducting some routine inspections. Expecting all columns to be near zero by end of Feb Other factors contributing to backlog:



	<ul style="list-style-type: none"> ▪ Staffing: Workforce capacity hasn't aligned with inspection demand; attrition. ▪ 11 of existing 15.5 employees were hired in 2022 or later. ▪ After all FE are "current" within one year, the program will focus on achieving desired inspection frequency. 3/year/H; 2/year/M; 1/year/L.
<p>FDA Voluntary Retail Food Program Standards (15 minutes) 9:25 – 9:40</p>	<ul style="list-style-type: none"> • 2024 Achievement Overview <ul style="list-style-type: none"> ○ An inspector was formally credentialed by DOH as a Program Standard ○ Developing a process to monitor for FBI on the weekends and holiday ○ Conducted a data review pertaining to FBI reports. • 2025 Goals <ul style="list-style-type: none"> ○ FDA Standards: <ul style="list-style-type: none"> ▪ Standard 2: complete at least half of the FDA Standardization requirements with all inspector staff. Requirement includes at least 6 lengthy field inspections where the program Standard is assessing the Inspector's approach and knowledge in the field. This field assessments are voluntary participation for the FE and are pre-arranged. These are not formal inspection so any "score" is not make public. ▪ For Standard 8, reach 85% conformance. Full conformance requires increasing inspector:inspection ratio to 1:280 – 320. Our inspectors are assigned closer to 480 inspections/year. ○ Intern: Attempting to support an intern to increase completion of the background/demographic survey.
<p>Program Measures (10 minutes) 10:10 – 10:20</p>	<p>Department focus on reportable program measures. Two within Food Safety one for plan review and one for inspections.</p> <p>Inspections: Each inspector to achieve at least 80% of their monthly 40 inspection goal. 100% is 400 inspections/year, 80% is 320 inspections/month. This year the program achieved 77%.</p> <p>Plan Review: Provide full first review comments within 3 weeks for at least 80% of submitted applications. For 2024 the program achieved 65% of that</p>



	goal. Many first review comments were actually provided within a 4 week timeline.
Industry Updates (15 minutes) 9:40 – 9:50	<ul style="list-style-type: none"> • Successes • Challenges or concerns • 2025 business goals <p>Styrofoam/polystyrene – There is concern about Styrofoam/polystyrene enforcement because there are businesses that worked hard to replace everything that has been banned but other businesses are not in compliance yet. The Dept. of Ecology are the ones that enforce the use of expanded polystyrene (EPS). For more information you can go here: Expanded Polystyrene (EPS) BAN</p>
Open Floor & suggested upcoming agenda items (5 minutes) 9:50-10:00	
10:00 Adjourn	

Guiding Principles

1. *A commitment to food safety that ensures minimum risk of foodborne illness;*
2. *Promoting public access to safe and healthy food;*
3. *Flexibility to anticipate future changes and needs;*
4. *Commitment to support food agriculture and markets;*
5. *Increased local control of food sources;*
6. *Integrity of food safety surveillance activities;*
7. *Cooperation and coordinated efforts among government agencies, food industry, coalitions, and citizens for assuring safe food production, storage, and handling.*