



Franklin Regional Council of Governments

Minutes: Cooperative Public Health Service Oversight Board			
Date:	Thursday July 28	Location	Olver Transit Center
Time	5:00- 7:00 PM	Facilitator	Rob Lingle, Co-Chair
		Room:	Downstairs
		Scribe:	Phoebe Walker

PRESENT:	STAFF:	REGRETS:
Marti Taft-Ferguson, Buckland	Phoebe Walker, FRCOG	Deb Coutinho, Shelburne
David Nash, Monroe	Glen Ayers, Health Agent	Betsy Kovacs, Heath
John Sears, Hawley	Lisa White, Public Health Nurse	Doug Telling, Charlemont
Maggie Rice, Rowe	Randy Crochier, Food Safety Agent	ABSENT:
Rob Lingle, Charlemont		Leyden
Karen Brooks, Heath		Conway
		Deerfield
		Gill

Item	Action
Intros & Icebreaker & minutes:	The group welcomed new member Maggie Rice from the Rowe Board of Health, and we had a lively discussion of what three things we would want with us if stranded on a desert island... answers ranged from the collected works of Shakespeare to flint, Bowie knives, chickens, and musicians! May minutes accepted with one correction.
FRCOG Update:	<p>Phoebe shared that in the time between our May meeting and this one, the Town of Rowe approached FRCOG about membership in the district, and has just joined as of early July. This will be a trial year for the town as they see how we work. Budgets for FY17 were distributed. Fee revenues for the first year that we were collecting them (FY16) came in \$2,311 under the estimated total of \$35,000. Estimates for FY17 were already adjusted down. To meet our goal of 25% grant funding, approximately \$12,000 of grant funds still need to be identified by the end of the fiscal year. Lisa added that flu vaccine revenues were still coming in, but look on target to pay for the increased prices of this year's vaccines, in addition to a refrigerator upgrade required by DPH.</p> <p>Finally, Phoebe passed out a CPHS "brochure" developed in response to requests from Rowe and another town to provide an overview of how the district works and what services it provides. Board members were invited to give input on the draft.</p>
Agent Update	Glen reported that he is out straight with Title 5 work, is nearly done with summer food inspections, and has begun camp inspections.
Nurse Update	Lisa led a discussion on the proposed meeting with Councils on Aging. Members discussed how some COAs are struggling to find members as long-time stalwarts pass away or leave the Councils. The group confirmed that they would like to go ahead with the idea, and invite both Life Path and TRIAD to attend the meeting. Lisa will identify three day times that work for

	<p>the SF Senior Center, and will send out a doodle poll to Oversight Board members. Once a date is chosen, Board members will personally invite their COAs and Sr. Center directors. Phoebe will distribute a new report based on focus groups and interviews with Franklin County elders, and we can use that data and the Tufts Health Aging reports about our towns as information to guide our conversation.</p> <p>Lisa also reported on her very positive initial meetings with the Rowe and Heath town nurses, as both towns are new to the nursing program this year.</p>
<p>Food Safety Primer for BOH</p>	<p>Randy gave a presentation (see attached) about what the Voluntary National Retail Food Standards are, what they mean, how they improve public health, and how we are doing in meeting them. These standards are the basis of the five year food safety grant that the district received from the FDA last year.</p>
<p>Member updates</p>	<p>Monroe: Members noted the good coverage of the mill issue in the paper and on TV. Dave described the work going on with Glen and FRCOG's Economic Development Planner, Jessica Atwood, to get the wooden half of the mill demolished. TransCanada has offered \$30,000 of help with the process. John reported on Hawley's follow up work from the MAPHCO annual dinner discussion of people with access and functional needs. He has started a conversation with their EMD about whether the town knows which residents have special needs that might make them more vulnerable in an emergency. Maggie, new member from Rowe, gave an update on the major changes on their Board over the last six months, culminating in the resignation of their health agent, and their decision to join the district. Rob reported Charlemont is in court tomorrow (7/29) with the Charlemont Inn. Marti reported that in Buckland they had a recent issue with a new well being dug contaminating a spring, and had to get Glen involved. They are also dealing with woodsmoke complaints in the village (people burning for pleasure, smoke going into neighbors' houses). One of the BOH members visits when this happens. Gill has appointed a new rep, Doug Edson, but he was unable to join us. Randy reported that the school well issue is closing in on resolution, with Glen's input hopefully saving the town from spending \$180K to install a filtration system that takes multiple people and \$8K a year to maintain. Karen reported that Heath's Board of Health recently revised their PortaPotty regulation for Mohawk Estates, allowing them to be in place during the off season. This has resulted in some resistance. They also have their annual Clean Sweep trash day coming up. The BOH is in some disagreement on what constitutes a health hazard junk yard versus a zoning issue. Discussion by numerous members of the need for a workshop on hoarding/junk yards/nuisances and how to figure out who should be involved and when. Glen talked about the joint enforcement that is often required with building, plumbing, electrical, and health inspectors together. Members asked Glen to send out his document on hoarding with illustrations to help diagnose it.</p>
<p>Fall/Winter schedule of meetings</p>	<p>Agreed to skip August meeting and definitely meet on September 22 and November 17, with October 27 to be decided in September.</p>

Cooperative Public Health Services



July 28, 2016



Intro to the **FDA PROGRAM STANDARDS**

VOLUNTARY NATIONAL RETAIL FOOD REGULATORY PROGRAM STANDARDS



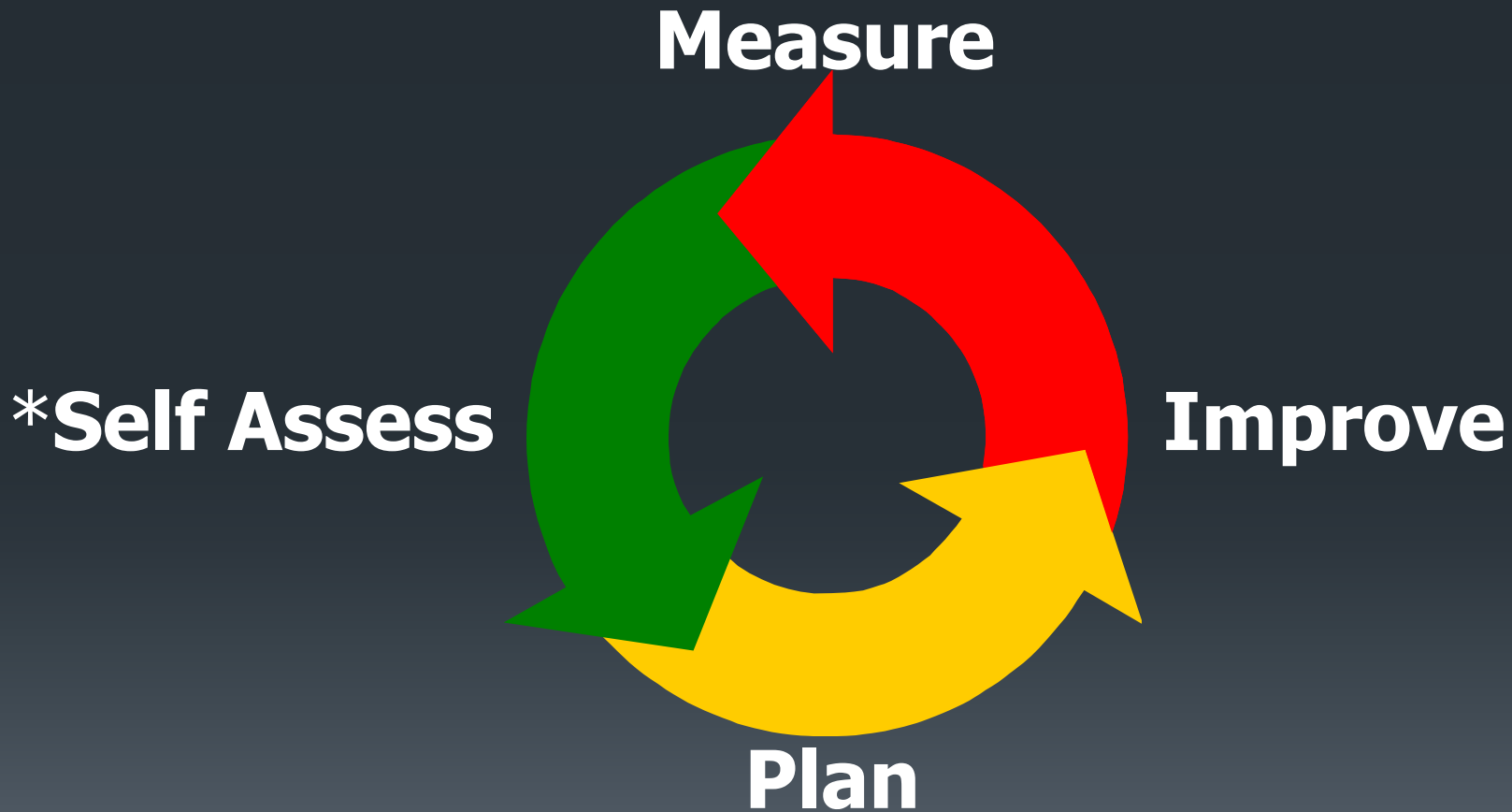
- **A five year grant to the CPHS**
- **\$65,000/yr supporting food safety program**
- **Ends June 30, 2020**



Why do we need the Standards?

- Data on food safety
- Data on foodborne illness
- Uniform system across jurisdictions
- US/MA

Standards as a **Tool** for Continuous Improvement



*** Start here and continue forever**

Program Standards **BENEFITS**



- Identify strengths
- Identify weaknesses
- Clarify priorities – begin building a stronger program immediately
- Ready-made Strategic Plan
- Compliance with State reporting requirements
- Opportunity for continued FDA funding
- **VOLUNTARY**

Numbers of Enrolled Jurisdictions

702 Jurisdictions Nationally (as of 7/14/16)

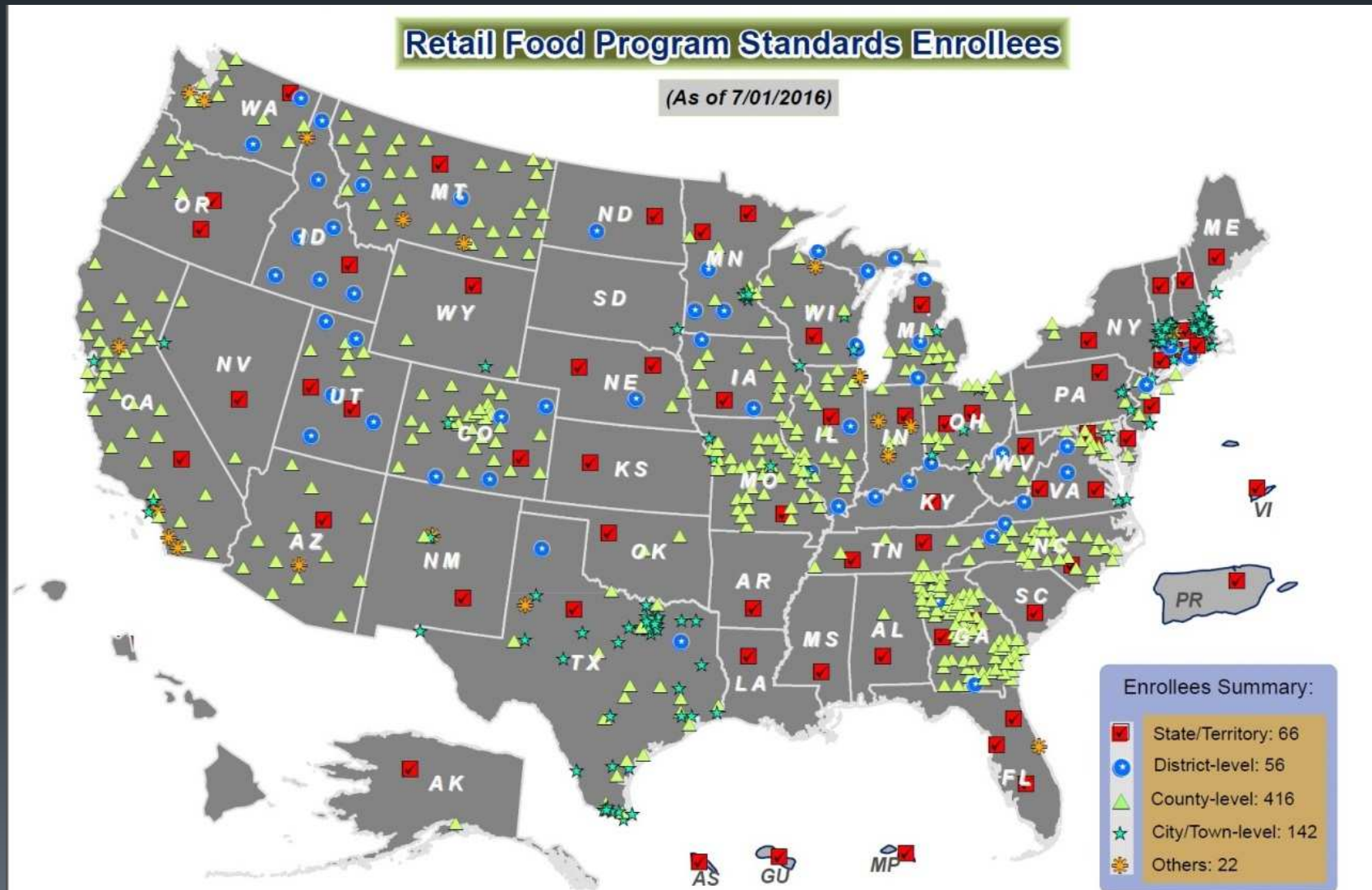
MASSACHUSETTS (51)

FRANKLIN COUNTY (14)

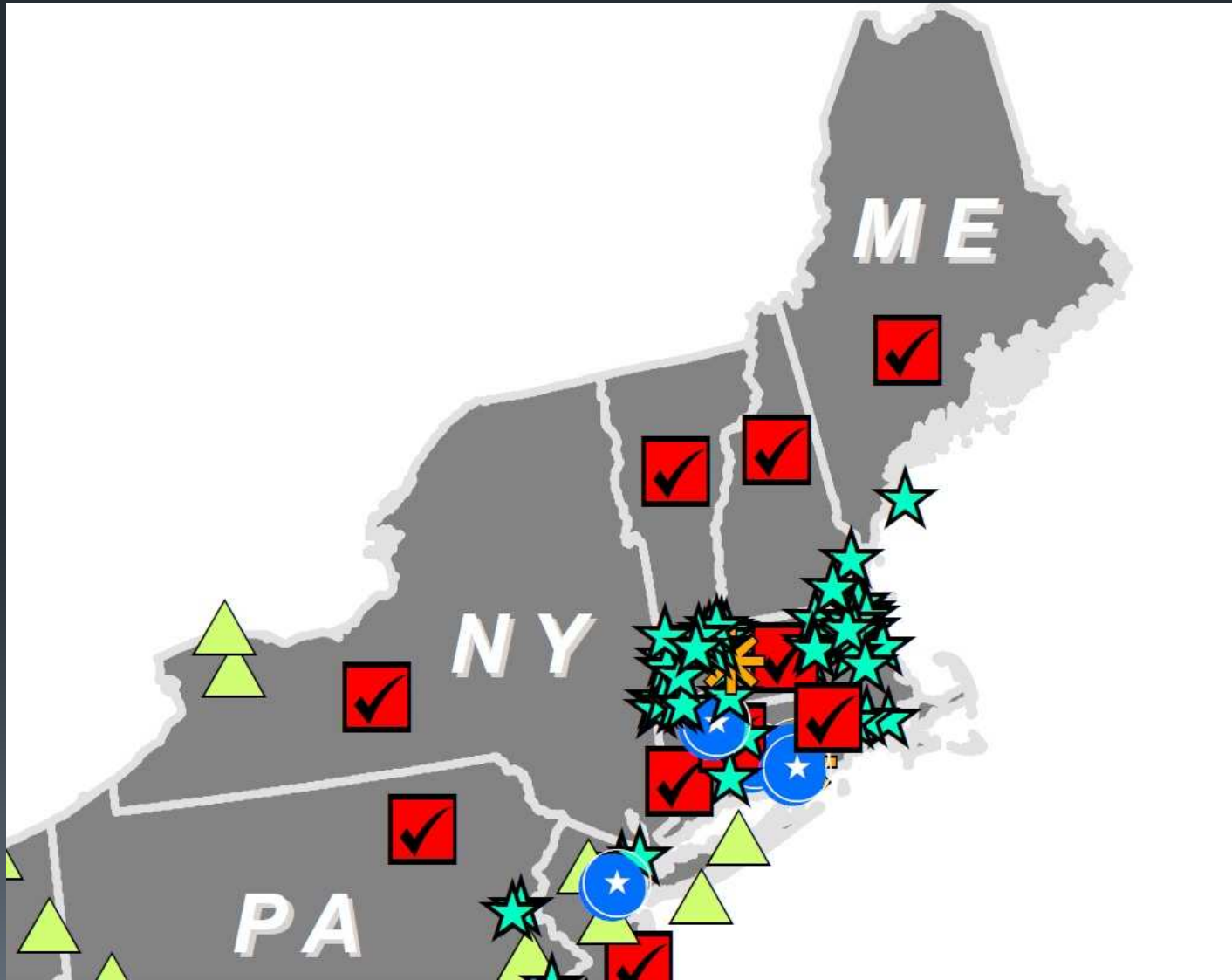
All of the CPHS towns (for which we do food), with the exception of Monroe and Rowe are enrolled.

**The goal is to have Monroe, Rowe and
The CPHS as a District be enrolled by the fall of 2016
(Deerfield and Conway are enrolled, Shelburne is enrolled but does not show up
on the FDA list)**

National Map of Enrolled Jurisdictions



None Look Like Mass.





Nine Program Standards

1. Regulatory Foundation

What does it mean?

Need to follow one of the 2 most recent editions of the food code.

How are we doing?

Massachusetts follows the 1999 code

(there have been 4 new editions since 1999 including the 2013 code which is the most recent)

Nine Program Standards (cont'd)

2. Staff Training

What does it mean?

Goal is to make sure all funded communities do food inspections the same way – the best way to prevent illness and protect health.

How are we doing?

Glen and I are working through the process to complete the standardization process to meet the FDA standards

Nine Program Standards (cont'd)

3. HACCP Principles-based Inspection Program

What does it mean?

The inspection program focuses on the status of risk factors. Active managerial control is the key to this standard

How are we doing?

This is planned on in years 4 & 5 of the grant. After we have gathered data for tracking the risk factors

Nine Program Standards (cont'd)

4. Inspection Uniformity

What does it mean?

Business owners shouldn't have to consider who the inspector is. The process should be similar within any health department.

How are we doing?

With a small Health Department, this standard should be one of the easiest one to comply with.

Nine Program Standards



5. Foodborne Illness & Food Defense Preparedness and Response

What does it mean?

Do we have a way to track complaints and emergencies, as well as the follow up.

How are we doing?

M.A.V.E.N assists us greatly with this standard.

Nine Program Standards (cont'd)

6. Compliance and Enforcement

What does it mean?

Written Step by Step procedure on how compliance and enforcement tools are used to achieve compliance.

Inspection Forms that include In/Out of compliance as well as Not Observed or Not Applicable

How are we doing?

We have a food inspection policy adopted by all towns

We use a modified food inspection form that meets the requirements and has become a state model.

Nine Program Standards (cont'd)

7. Industry and Community Relations

What does it mean?

Participate and be active with regulatory, industry and consumer groups to foster good relations. Including providing education on food safety.

How are we doing?

Between the March & June ServSafe classes we had more than 60 people in attendance!

We are now able to offer the Massachusetts Allergens Awareness Training as well as ServSafe.

Nine Program Standards (cont'd)

8. Program Support and Resources

What does it mean?

“The program provides funding, staff and equipment necessary to accomplish compliance with the Voluntary National Retail Food Regulatory Standards.”

How are we doing?

This one is you!! Thank you for all you do!

Nine Program Standards (cont'd)

9. Self Assessment

What does it mean?

A review of the risk factors of foodborne illness as well as analyzing those statistics

How are we doing?

Needs to be completed for Monroe, Rowe, and CPHS overall (which will make reporting much easier in the future). Assessments need to be repeated every 5 years

Northeast Regional Retail Food Protection Seminar

- **Northeast Region Seminar**
- Dates: August 10 - 12, 2016
- Location: Northampton, MA
- Primary FDA Regional Contact: Steven Natrass,
(860) 240-4289 x 18

Steven.Natrass@fda.hhs.gov

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