



## Public Health Department

### Environmental Health

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## FOOD SAFETY ADVISORY GROUP

# AGENDA

DECEMBER 13, 2016 ❖ 9:00 - 11:00 A.M.

Tahoe Room ❖ 202 MIRA LOMA DRIVE, OROVILLE

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### I. Preliminary Items

- A. Call to Order
- B. Roll Call and Determination of Quorum
- C. Introduction of Guests
- D. Review of Meeting Notes from May 26, 2016 (See **Attachment "A"**)
- E. Public Comment

### II. Non-Action Items

- A. County Fee Study - Environmental Health Fees  
[MaryJo Alonzo](#)
- B. Video Project Update  
[Brad](#)
- C. Food School Update  
[Andrea Narciso](#)
- D. Impact of Placarding Program on Rate and Findings of Major Violations (See **Attachment "B"**)  
[Elaine and Brad](#)

### III. Action Items

- A. Recommended Procedures for Educational Outreach and Compliance  
[Jennifer Veilleaux](#)
- B. Food Donation Handout  
[Action: Review and advise on use of handout](#)

### IV. Agenda Preparation for Next Meeting

### V. Adjourn



## FOOD SAFETY ADVISORY GROUP

### MINUTES

MAY 26, 2016

TAHOE ROOM \*\* 202 MIRA LOMA DRIVE, OROVILLE

#### I. Preliminary Items

##### A. Call to Order

Richard Coon called the meeting to order at 9:10 a.m.

##### B. Roll Call and Determination of Quorum

Richard Coon (Farmer's market/Local food), Heather Hacking (News media), Stephen Kenny (Community event organizer), and Dean McKelvey (Minimart) were present. (See attachment.)

*A quorum was NOT established.*

##### C. Introduction of Guests

Cathie Roman, Dianna Dominquez, and one other member of the Oroville Gleaners, and Connie O'Connor from Arc of Butte County attended the meeting as guests. Sherry Morgado, Leslie Roberts, Andrea Narciso, Kimberly Hunt, Jennifer Veilleaux, and Brad Banner attended the meeting on behalf of the Public Health Department.

##### D. Minutes from Previous Meeting

*Minutes from February 20, 2016 could not be approved because there was not a quorum.*

***The group continued to meet informally. Meeting notes below.***

#### High School Film Project with Inspire! Charter School

Kimberly and Andrea reported on the film project. The class was divided into three subgroups with each subgroup charged with creating a video for one of three most frequently occurring major violations. Kimberly, Andrea, and Elaine each worked with one of the subgroups to get the groups started. A rough draft of each of the videos has been developed and the video project will be completed during the next school year.

#### Enhanced Management Reports for the Food Safety Program

Brad reported on the enhanced management reports. A contract amendment was completed with Accela, the Division's primary data management system, to facilitate a report writer from Accela spending several days in our office to create and beta test several key management reports that are vital to effective management of our inventoried facility programs and our effort to further enhance our food safety program.

Accela staff completed the reports in May, after spending two days developing and refining them while onsite. The reports help us track inspection frequency so that we know that facilities are being inspected



at the desired frequency, inspection results so that we can know if our intervention methods are effective, and facility compliance information so that system for awarding excellence, developed in collaboration with the Food Safety Advisory Group, can be implemented at the end of the year.

#### Food School Update

Andrea and Kimberly reported on Food School. Food School has been held quarterly and has been well attended. The most recent offerings were on February 11 and May 16. An evaluation at the end of the courses indicated that satisfaction with the presentation were rated very positive at 4.7 out of 5. Knowledge of food safety principles was also measured at the end of the class with an average quiz score of 94%. The next Food School is being planned for September 2016.

#### NACCHO/FDA Grant

Kimberly and Jennifer reported on what they have learned as mentees exploring how Riverside County has provided education for the public and used enforcement measures for assuring compliance with the food code. As part of this project that is partially grant funded, staff from Riverside County will make a site visit to Butte County, Kimberly and Jennifer will make a site visit to Riverside County, and then they will meet with public health agencies from all over the country in Washington DC.

#### Online Payment Option

A goal for the department has been to allow customers to pay permit fees online. A customer survey sent to all of our 900 retail food facilities indicated that over 40% of the facility managers would like the alternative of paying permit fees online. A comparative business practices survey emailed to all 62 environmental health jurisdictions in the state indicated that 80% of the jurisdictions provided online payment options to their customers.

After an interdepartmental meeting was held in March 2016 to discuss implementation procedures, departmental administration staff worked with PayGov during the period of April to June to develop a payment system that has now been completed and will be utilized for the first time with the hazmat business billing that will be sent out in mid-July and then with the food billings in November.

#### Next Meeting and Adjourn

The next meeting is planned for early August. Staff will try to get copies of the draft videos developed by *Inspire!* students for review. The meeting adjourned at 11:45 a.m.





## Butte County Food Safety Working Group



Meeting Date: May 26, 2016

Meeting Location: Tahoe Room, 202 Mira Loma Dr., Oroville

Advisory Group Members (please put your initials beside your name):

<b>Large Restaurant</b> Jeff Davis, Woodstock Pizza	<input type="checkbox"/>		<b>Community Event Organizer</b> Stephen J Kenny, Line Drive Marketing	
<b>Small/Medium Size Restaurant</b> Adam Urteago, Righteous Burger	<input type="checkbox"/>	<i>BC</i>	<b>Farmers Market/Local Food</b> Richard Coon, Wooky Ranch, Chico Farmers Market	
<b>Large Market</b> Aaron Weigel, North State Grocery	<input type="checkbox"/>		<b>School Nutrition/SNAP</b> Antionette Paul, Child Nutrition, GUSC	<input type="checkbox"/>
<b>Minimart</b> Dean Mckelvey, Mac's Market	<input type="checkbox"/>	<i>HKL</i>	<b>News Media</b> Heather Hacking, Chico Enterprise-Record	
<b>Mobile Food Facility</b> Jeremy Wolfe, Mayhem!	<input type="checkbox"/>		<b>Citizen-at-Large</b> John Rawlings	<input type="checkbox"/>

Guests (please print):

Guest Name	Business Name	Guest Mailing Address or Email Address
_____	_____	_____
Guest Name	Business Name	Guest Mailing Address or Email Address
_____	_____	_____
Guest Name	Business Name	Guest Mailing Address or Email Address
_____	_____	_____



<u>Lonnie O'Connor</u> Guest Name	<u>Spec of Butte Co</u> Business Name	<u>constanceconnor@arcbutte.org</u> Guest Mailing Address or Email Address
<u>Kimberly Hunt</u> Guest Name	<u>BCETH</u> Business Name	_____ Guest Mailing Address or Email Address
<u>Jennifer Veiloux</u> Guest Name	<u>BCETH</u> Business Name	_____ Guest Mailing Address or Email Address
<u>Yvonne Harvey</u> Guest Name	<u>Oroville Cleaners Food Bank</u> Business Name	<u>see deesiv@att.net</u> Guest Mailing Address or Email Address
<u>Diana A Dominguez</u> Guest Name	<u>Oroville Cleaners Food Bank</u> Business Name	_____ Guest Mailing Address or Email Address
<u>Cathie Boman</u> Guest Name	<u>Oroville Cleaners</u> Business Name	_____ Guest Mailing Address or Email Address
_____ Guest Name	_____ Business Name	_____ Guest Mailing Address or Email Address
_____ Guest Name	_____ Business Name	_____ Guest Mailing Address or Email Address



# Attachment "B"

## Facility Violation Report - Third Quarter, 2016

**Report Descriptor:** Percent of Category A and B facilities with 1 or more major violation identified during routine inspections

**Baseline:** 25.2% (2015 inspections, first year of Placarding Program which also coincided with use of Field Inspection Guide for clarified description of inspection findings qualified as Major Violations)

**Target:** 20.2% (Twenty percent reduction from baseline by December 31, 2017)

Parameter	1Q 2016	2Q 2016	3Q 2016	4Q 2016	1Q 2017	2Q 2017	3Q 2017	4Q 2017
Baseline	25.2%	25.2%	25.2%	25.2%	25.2%	25.2%	25.2%	25.2%
Target	20.2%	20.2%	20.2%	20.2%	20.2%	20.2%	20.2%	20.2%
Actual	27.9%	20.7%	27.3%					
Cummulative Average	27.9%	24.3%	25.3%					

