

**Group Name:** Tulsa Food Advisory Council

**Council Chairman:** \_\_\_\_\_

**(Initial to evidence approval)**

**Date:** June 5, 2019

**Members Present:** Joe M. Blasdel, Rocky Sturm, Evan Kelamis, Steven Jennings, Harry Lents, Thomas Hunter, Marilyn Been, Randy Norman, Eric Bartlett, Andrew Arvay, and Ruth Young

**Members Absent:** David Chambers and Alisa Trout-Schurr

**Others Present:** DeBrena Hilton, Elizabeth VanOrsdol, Tony Nguyen, Tanya Harris, Marquis Holley, Sara I. Rodriguez and Collin Graham via conference call.

#### **MINUTES**

- Andrew Arvay called the meeting to order at 2:02 p.m. The Minutes from February 13, 2019 were distributed and read. A motion to approve the minutes was made by Thomas Hunter and seconded by Randy Norman. The motion passed.
- Introduction of guests: Tony Nguyen, Liz VanOrsdol, Tanya Harris, and Marquis Holley.
- Mr. Arvay informed the Council of the two existing Council vacancies under the Health Professional Representative group.
- Food Protection Services (FPS) Program updates:
  - Liz VanOrsdol presented Plan Review update from February 1, 2019 – May 31, 2019. During that time, a total of 242 plans were received and of those 107 were Medical Marijuana or CBD plan reviews. 376 establishments were opened and of those 67 establishments were Medical Marijuana Dispensaries and seven were Medical Marijuana Processors. For this time period, 272 establishments closed.
  - DeBrena Hilton presented and updated the Council on the FPS Operational Review Process and next steps. The Council was informed of Jennifer Haddaway's resignation from THD. The initial timeline for the Operational Review Process was anticipated to be completed by December 2019 but was fast tracked with Jennifer's resignation. A PowerPoint presentation was presented to summarize the Assessment Report, Operational Review, and next steps of Quality Improvement and creation of an Operations manual. Operational review recommendations proposed were to utilize the National Retail Food Program Standard framework as a means to implement changes and incorporate needed updates to policies and procedures. For instance, Standard 7 – Industry and Community Relations applies to industry and community outreach activities used by a retail food regulatory program to solicit a broad spectrum of input about a retail food regulatory program's previous, current, and future activities, communicate sound public health food safety principles, and foster and recognize community initiatives focused on the reduction of foodborne illness risk factors. The Food Advisory Council can assist FPS with meeting the intent of the Standard by assisting with consumer feedback sessions, bringing food industry concerns to the table. The Council serves

MEETING MINUTES – CONTINUED

as a liaison and can help FPS to establish customer survey measurements such as Active Managerial Progress Reports and quality improvement surveys that the Council will help FPS draft once a year. The Quality Improvement process is under the direction of Ashley Thompson, Quality Improvement Manager, and Roshini Muralidharan, Training Officer.

- Mr. Hunter asked if the Council will be hearing grievances from operators like it used to and Mrs. Hilton replied that this concern was realized during the Assessment process and that some operators want to have a sounding board for issues to discuss with FPS and this Council can act as a liaison to meet that need.
- Mr. Kelamis asked who the designated contacts were if establishments needed code clarification. Ms. Hilton replied that she and Tanya Harris, the FPS Training Officer, could field those questions. She also reminded the Council that Dr. Bruce Dart had offered his information to the Council. Mr. Arvay also offered to forward questions on the establishments behalf.
- Tony Nguyen presented information regarding an Online Food Handler Course. FPS is currently working on contract terms with Tacoma-Pierce County Health Department and anticipates a soft launch on December 1<sup>st</sup>. Some benefits of the online course include decrease in man hours required for classroom training, online training and testing availability in eight different languages, and risk based training course material will reflect the 2017 FDA Food Code. Foodhandler training classes will still be held at Eastgate for clients that do not have computer access.
- Mrs. Hilton proposed the an ordinance amendment to the Council that the THD Manager Certification expiration match the National Certificate expiration date (which is 5 years) with a fee increase to \$25.00.

Mr. Arvay called for a motion to approve the extension of THD Manager Certification expiration and increase fee to \$25.00; Thomas Hunter approved Motion and it was seconded by Evan Kelamis. Motion passed by acclamation.

- Mrs. Hilton proposed an amendment to City ordinance language in regards to Water Vending. The ordinance amendment reads: Water & Ice Vending Machines shall be charged an application, inspection, and license fee of \$25.00 per each machine per year. The current language refers to Water Vending Machines only.

Mr. Arvay called for a motion to approve the ordinance language and fee; Thomas Hunter approved the Motion and it was seconded by Evan Kelamis. Motion passed by acclamation.

- Mr. Collin with the Oklahoma Restaurant Association provided a Food Industry update; Odyssey de Culinaire will be at The Bond on July 18<sup>th</sup> and the ORA EXPO will be held at the Bennett Event Center in OKC on August 13-14, 2019.
- Old business Mrs. Hilton will provide Legislature updates during the October 3<sup>rd</sup> meeting.
- New business Mrs. Hilton informed the Council that the Oklahoma Medical Marijuana Authority (OMMA) is working on developing a contract with the Tulsa Health Department and Oklahoma City Health Department to preform Medical Marijuana processor inspections using the OMMA electronic inspection form.

MEETING MINUTES – CONTINUED

- Mr. Arvay asked where FPS stands with implementing an electronic Plan Review process. Ms. Hilton stated that Mr. Sturm had demonstrated an example of electronic plan review and that THD-FPS had researched different plan review software packages and would moving towards initiating electronic plan review before the end of the 2019-2020 Fiscal Year.
- Mrs. Ruth Young informed the Council that she had sold Queenies.
- Meeting was formally adjourned at 2:56 p.m.

AGENDA ITEMS	ATTACHMENTS
<ul style="list-style-type: none"> <li>• Approval of Minutes – February 2019 Regular Meeting <b>(Action Required)</b></li> <li>• Food Protection Services Update <b>(No Action Required)</b></li> <li>• Ordinance Update Proposal <b>(Action Required)</b></li> </ul>	<ol style="list-style-type: none"> <li>1. February 2019 Minutes</li> <li>2. Online Food Handler Course Proposal</li> <li>3. Standard 7 – Industry &amp; Community Relations</li> <li>4. Tulsa Ordinance – Food Code</li> </ol>