

Group Name: Tulsa Food Advisory Council

Date: October 02, 2019

Members Present: Joe M. Blasdel, David Chambers, Alisa Trout-Schurr, Rocky Sturm, Evan Kelamis, Harry Lents, Thomas Hunter, Marilyn Been, Andrew Arvay, and Ruth Young

Members Absent: Steven Jennings, Eric Bartlett, Randy Norman, and Vicky B. Cha

Others Present: DeBrena Hilton, Elizabeth VanOrsdol, Jessica Palastak, Ashley Thompson, John Xiong, and Sara I. Rodriguez

MINUTES

- Andrew Arvay called the meeting to order at 2:01 p.m. The Minutes from June 5, 2019 were distributed and read. A motion to approve the minutes was made by Evan Kelamis and seconded by Thomas Hunter. The motion passed. The Minutes from August 13, 2019 Special Meeting were also distributed and read. A motion to approve the minutes was made by Thomas Hunter and seconded by Alisa Trout-Schurr. The motion passed.
- Introduction of guests: Elizabeth VanOrsdol, Jessica Palastak, Ashley Thompson, and John Xiong
- Mr. Arvay opened the floor for nominations of 2020 Officers for Chairman and Vice Chairman of the Food Advisory Council. Thomas Hunter made the motion that Andrew Arvay be re-elected as Chairman and the motion passed by acclamation. Mr. Arvay asked for nomination for the position of Vice Chair. Thomas Hunter made the motion that Eric Bartlett be re-elected as Vice Chair and the motion passed by acclamation.
- Mr. Arvay proposed the 2020 Food Advisory Council Meeting dates be February 12, 2020, June 3, 2020 and October 7, 2020. Thomas Hunter made the motion to approve the meeting dates. Marilyn Been and Ruth Young second the motion and the motion passed by acclamation.
- Mr. Arvay informed the Council there is one Council vacancy under the Health Professional Representative group.
- Food Protection Services (FPS) Program updates:
 - Liz VanOrsdol presented Plan Review update from June 1, 2019 – September 30, 2019. During that time, a total of 159 plans were received and of those 49 were Medical Marijuana or CBD plan reviews. For the same time period, 332 establishments were opened and 200 establishments closed.
 - DeBrena Hilton updated Council about HB 1055 Unattended Food Market legislation: that passed with an emergency clause becoming effective April 24, 2019. This law creates a new food classification and with a maximum State license fee of \$150.00. The new statute also specifies requirements for unattended markets regarding what to look for when conducting an inspection. The Oklahoma State Health

MEETING MINUTES – CONTINUED

Department drafted a new form to be used when conducting inspections for Unattended Food Markets. The new inspection form includes requirements specific to unattended market requirements taken from Chapter 257. Senate Bill 544 dealing with Temporary Food Establishment license fees will also go into effect November 1, 2019. This new statute changes the fee for temporary licenses from \$100 for 1st three days to \$50 for the initial day and \$25 each additional day with the maximum temporary license fee being capped at \$250.00. Bill 544 also addresses a three day license for vendors that sells food at farmers markets not to exceed \$50.00.

- Model Food Code language changes going from 2013 to 2017 for chapter 257.
- Ashley Thompson, Customer Service and Quality Improvement (QI) Manager, provided an update on Quality Improvement objectives being implemented in FPS. Ms. Thompson conducted a workshop for FPS team members to go over QI Tools that can be used as we work on program standards and update policies and procedures. Ms. Thompson will serve as a consultant to FPS as we continue that work. Once the Policies & Procedures are completed, an electronic operational manual will be reviewed and updated as needed. The FPS Operations Manual will strengthen FPS culture and create more consistency among our team.
- The Board of Health approved the Food Handler Permit and Manager Certification Fee increases and FPS will be presenting amendments to City Councils.
- Travis Splawn has resigned and accepted a position with State Department of Health.
- Meeting was formally adjourned at 2:56 p.m.

AGENDA ITEMS		ATTACHMENTS
● Approval of Minutes – June 2019 Regular Meeting	(Action Required)	1. June 2019 & August 2019 Minutes 2. Online Food Handler Course Proposal 3. Standard 7 – Industry & Community Relations 4. Tulsa Ordinance – Food Code
● Approval of Minutes – August 13 Special Meeting	(Action Required)	
● Food Protection Services Update	(No Action Required)	
● Ordinance Update Proposal	(Action Required)	
● Fee Increase	(Action Required)	