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COMMITTEE NAME: Issue: 2016 II-018–IFITC 3–Reassign Charges to Program Standards Committee

DATE OF FINAL REPORT: January 11, 2018

COMMITTEE ASSIGNMENT: Council I Council II Council III Executive Board

REPORT SUBMITTED BY: Michael Roberson James Mack Co-chairs

COMMITTEE CHARGE(S):

Issue #2016 II-018 – IFITC 3 Reassign Charges to the Program Standards Committee

The Conference further recommends assigning the Program Standards Committee (PSC) with the following standing charges:

1. Identify available resources related to foodborne illness training.
2. Assess any newly developed foodborne illness training courses or programs.
3. Maintain the document titled Crosswalk - Requirements for Foodborne Illness Training Programs Based on Standard 5 as a resource and content baseline for foodborne illness training.
4. Report back any findings and recommendations to each biennial meeting of the Conference for Food Protection.

COMMITTEE WORK PLAN AND TIMELINE:

This subcommittee was formed with members from the PSC to work on the assigned charges. The subcommittee met six (6) times by conference call on October 21, 2016; December 5, 2016; January 30, 2017; February 27, 2017; June 8, 2017; and July 28, 2017. Mr. Roberson and Mr. Mack met by conference call and identified additional foodborne illness training resources on October 23, 2017. Members were asked to review the Interdisciplinary Foodborne Illness Training Committee Report from the most recent CFP biennial meeting prior to the first meeting. Subcommittee members were assigned specific sections of the Crosswalk document for review and analysis. A verbal report of their work was reported on at the third meeting. The changes that were identified have been incorporated into an updated draft version of the Crosswalk document.

COMMITTEE ACTIVITIES:

1. *Dates of committee meetings or conference calls*

All meetings were conducted via conference call. The subcommittee met six (6) times by conference call on October 21, 2016; December 5, 2016; January 30, 2017; February 27, 2017; June 8, 2017; and July 28, 2017. Mr. Roberson and Mr. Mack met by conference call and identified additional foodborne illness training resources on October 23, 2017.

- a. **October 21, 2016:** During this meeting, subcommittee members were introduced to one another. Program Standards Committee Chair Angie Cyr welcomed everyone. The committee charges were reviewed and discussed. Prior to the meeting, subcommittee members were requested to begin work on the first task of our charge to “identify available resources related to foodborne illness training.” The following examples were provided:
 - i. CIFOR Guidelines for Foodborne Disease Outbreak Response, 2nd Edition <http://cifor.us/products/>
 - ii. IAFP Procedures to Investigate Foodborne Illness, 6th Edition <https://www.foodprotection.org/publications/other-publications/>
 - iii. [CDC EHS e-Learning on Environmental Assessment of Foodborne Illness Outbreaks](#)
 - iv. [FDA Food Related Emergency Exercise Bundle \(FREE-B\)](#)

Members were requested to review the [Interdisciplinary Foodborne Illness Training Committee Report](#) from the most recent CFP biennial meeting. We discussed leveraging FoodSHIELD as a tool for data sharing with the subcommittee members. Adam Kramer of the CDC provided an overview of the Integrated Food Safety Centers of Excellence (COE) as an additional resource for foodborne illness outbreak information.

- b. **December 5, 2016:** Subcommittee members reported they had identified no additional resources related to foodborne illness training or any newly developed foodborne illness training courses. In-depth discussions centered on planning for the review and assessment of the Crosswalk document. Subcommittee members were assigned specific sections to review and analysis with the goal of reporting their work at the next scheduled meeting on January 30, 2017.
- c. **January 30, 2017:** Several additional resources were identified by members including the following:
 - Guidance for Retailers – Product Recalls, Food Marketing Institute (2012) <https://www.fmi.org/docs/default-source/food-safety/guidance-for-food-retail-product->

[recall.pdf?sfvrsn=2](#)

- Bloomberg Business – Outbreak, Can Chipotle Get Over Food Poisoning (December 28, 2015) <https://www.texture.com/magazines-issues-summaries/bloomberg-businessweek-magazine-december-28-2015-edition/>
- NoroCORE – Norovirus Collaborative for Outreach, Research, and Education: <https://norocore.ncsu.edu>
- IAFP Journal Compilation: Outbreaks Where Food Workers Have Been Implicated in the Spread of Foodborne Disease (2007 – 2010) <https://www.ncbi.nlm.nih.gov/pubmed/21067683>

During the review of the Crosswalk document, the foodborne illness training course materials were reviewed and revisions were made to the Crosswalk document. Subcommittee members Mack and Funk agreed to mark-up the Crosswalk document and share it via the subcommittees FoodSHIELD workgroup site.

- d. **February 27, 2017:** Items discussed during this meeting were 1) training resources that are identified in the Crosswalk document need to be reviewed to verify that the reference citations are accurate; and, 2) the subcommittee report will be drafted by Roberson to incorporate into the PSC report to the CFP Executive Board.
- e. **May 4, 2017:** The Program Standards committee chair provided the following information to the CFP Executive Board during the Spring 2017 meeting:
- Issue #: 2016 II-018 – IFITC 3 – Reassign Charges to Program Standards Committee –Roberson – Has maintained the Crosswalk document based on Standard 5, reviewed document and provided updated references where necessary, with several new courses and programs identified. Work will wrap up in next 2-3 months.

The CFP Executive Board provided the following feedback to the subcommittee:

- Clarification of the charges #3 for Issue #2016 II-018 – IFITC 3 – Reassign Charges to Program Standards Committee. Question: Does the Executive Board expect the committee to update the document titled Crosswalk – Required for Foodborne Illness Training Programs Based on Standard 5 with the training materials that have been newly identified by the subcommittee? **Yes, the committee is to add new training materials and to make updates to the existing document, such as the section references being changed.**
 - Clarification of charge # 3 of Issue #2016 II-018 – IFITC 3 – Reassign Charges to Program Standards Committee. Question: The committee has been reviewing the actual materials referenced in the Crosswalk for the accuracy of their content. This seems to be beyond the scope of the charge. Does the Executive Board want them to continue this work and submit issues recommending that the providers of the training make the identified changes to their materials? **The Executive Board felt that this was outside the scope of the charges and needs to be discontinued.**
- f. **June 8, 2017:** The committee completed the review of the Crosswalk document. There was very little participation by subcommittee members. Following this conference call additional meetings were attempted in July and August; however, we were unsuccessful in garnering support to complete the additional request from the CFP Executive Board.
- g. **July 28, 2017:** Roberson and Mack offered recommendations to Program Committee Chair Cyr that the work of the subcommittee be considered completed due to a lack of participation. The new training material identified by the subcommittee should be reviewed against the Crosswalk document following the 2018 biennial meeting as previously recommended by the CFP Executive Board.
- h. **October 23, 2017:** Roberson and Mack continued to identify additional resources related to foodborne illness training. In addition to new training material reported during the January 30 meeting, the following resources were identified and should be evaluated in the future against the Crosswalk document:
- **IS-305: Environmental Health Training in Emergency Response (EHTER) Awareness Level:** This was reported by the CDC National Center for Environmental Health on October 2, 2017 <https://training.fema.gov/is/>
 - **NEHA Certified Foodborne Outbreak Investigator Credential (CFOI):** An announcement was made by NEHA on October 10, 2017 about a new certification program. The competency requirements of the CFOI credential examination emanate from a comprehensive job task analysis study which defines the job description for the Foodborne Outbreak Investigator: “A Foodborne Outbreak Investigator utilizes environmental health principles and food safety knowledge in collaboration with outbreak response partners to assess foodborne illness risks, perform environmental assessments, identify contributing factors and antecedents, and implement control measures to prevent the spread of foodborne illness and protect the public”. <http://neha.org/professional-development/credentials/certified-foodborne-outbreak-investigator-foi-credential>

- **Integrated Food Safety Center of Excellence (CoE) Webinar Series:** On October 17, 2017, the CoE announced a webinar to be broadcast on November 15, 2017 titled, “Using the CoEs as a Resource During Outbreak Investigations.” Working with the CDC, all CoE webinar resources that can be leveraged as additional foodborne illness outbreak training material should be identified. <https://www.coefoodsafetytools.org/AllCoEProducts.aspx>

2. Charges **COMPLETED** and the rationale for each specific recommendation:

- a. Identify available resources related to foodborne illness training: The following six (6) new foodborne illness outbreak resource materials were identified by this committee. The materials are not training programs but have been identified as resources that may be useful for review by those conducting foodborne outbreak investigations:
 - i. CIFOR Guidelines for Foodborne Disease Outbreak Response, 2nd Edition <http://cifor.us/products/>
 - ii. IAFP Procedures to Investigate Foodborne Illness, 6th Edition <https://www.foodprotection.org/publications/other-publications/>
 - iii. Guidance for Retailers – Product Recalls, Food Marketing Institute (2012) <https://www.fmi.org/docs/default-source/food-safety/guidance-for-food-retail-product-recall.pdf?sfvrsn=2>
 - iv. Bloomberg Business – Outbreak, Can Chipotle Get Over Food Poisoning (December 28, 2015) <https://www.texture.com/magazines-issues-summaries/bloomberg-businessweek-magazine-december-28-2015-edition/>
 - v. NoroCORE – Norovirus Collaborative for Outreach, Research, and Education: <https://norocore.ncsu.edu>
 - vi. IAFP Journal Compilation: Outbreaks Where Food Workers Have Been Implicated in the Spread of Foodborne Disease (2007 – 2010) <https://www.ncbi.nlm.nih.gov/pubmed/21067683>
- b. Issue 2016 II-018-IFITC 2 Reassign Charges to Program Standards Committee Charge 2 - Assess any newly developed foodborne illness training courses or programs: The following five (5) new foodborne illness outbreak resource materials were identified by this committee, but are recommended to be included in the Crosswalk document by the PSC in the next biennium.
 - i. CDC EHS e-Learning on Environmental Assessment of Foodborne Illness Outbreaks https://www.cdc.gov/nceh/ehs/elearn/ea_fio/
 - ii. FDA Food Related Emergency Exercise Bundle (FREE-B) <https://www.fda.gov/Food/FoodDefense/ToolsEducationalMaterials/ucm295902.htm>
 - iii. IS-305: Environmental Health Training in Emergency Response (EHTER) Awareness Level <https://training.fema.gov/is/>
 - iv. NEHA Certified Foodborne Outbreak Investigator Credential (CFOI) <http://neha.org/professional-development/credentials/certified-foodborne-outbreak-investigator-cfoi-credential>
 - v. Integrated Food Safety Center of Excellence (CoE) Webinar Series <https://www.coefoodsafetytools.org/AllCoEProducts.aspx>
- c. Maintain the document titled “Crosswalk - Requirements for Foodborne Illness Training Programs Based on Standard 5” as a resource and content baseline for foodborne illness training: The original charge from the CFP 2016 Assembly of Delegates is complete. However, additional feedback received from the CFP Executive Board on May 4, 2017 is still outstanding. That included a full review of the newly identified resources against the Crosswalk document.
- d. Report back any findings and recommendations to each biennial meeting of the Conference for Food Protection: This was complete based on the information outlined in the meeting minutes and activities of this subcommittee.

3. Charges **INCOMPLETE** and to be continued to next biennium:

The charges were assigned as standing charges at the last CFP meeting, therefore none are incomplete.

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

X No requested Executive Board action at this time; all committee requests and recommendations are included as an Issue submittal.

LISTING OF CFP ISSUES TO BE SUBMITTED BY COMMITTEE:

1. Issue #1: Report – Issue 2016 II-018 Subcommittee

a. List of content documents submitted with this Issue:

- (1) Issue 2016 II-018 subcommittee report (see attached PDF)
- (2) Crosswalk-Requirements for Foodborne Illness Training update (see attached PDF)

b. List of supporting attachments: **X No supporting attachments submitted**