

Item 3.1.8 (1)

Template approved: 07/13/2021

Committee Progress Reports are considered DRAFT until accepted by the Executive Board

The Conference Chair, Executive Director, Council Chair, or Issue Chair may return committee reports, Issues, or attached documents requesting edits to improve clarity or understanding, or to include missing information.

Committee-submitted documents may impact the image, credibility and integrity of the Conference as an organization. With the exception of material that is copyrighted and/or has registration marks, committee generated documents submitted to the Executive Board and via the Issue process (including Issues, reports, and content documents) become the property of the Conference.

COMMITTEE NAME: Program Standards (PSC)

DATE OF REPORT: Initial fall progress report Spring progress report Second fall progress report

Date submitted: 10/5/2021

Date amended (if applicable): [Click here to enter a date.](#)

Date accepted by Executive Board: [Click here to enter a date.](#)

COMMITTEE ASSIGNMENT: Council I Council II Council III Executive Board

REPORT SUBMITTED BY: Angie Wheeler, Chair; Andre Pierce, Co-Vice Chair; Kenesha Williamson, Co-Vice Chair

COMMITTEE CHARGE(S):

Issue # 2020 II-017

1. Identify inconsistencies in language between all Standards in the Retail Program Standards
2. Continue review of initiatives (existing, new or under development) involving the training, evaluation and/or certification of food safety inspection officers to ensure the sharing of information and eliminate unnecessary redundancy in the creation of work products or assignments of tasks/responsibilities
3. Maintain the "Crosswalk – Requirements for Foodborne Illness Training Programs" document as a resource for content baseline for foodborne illness training

Issue # 2020 II-023

1. The Program Standards committee and FDA staff continue to explore the feasibility of incorporation of plan review functions into the standards either as a stand-alone standard or inserted into the existing standards in the Voluntary National Retail Food Regulatory Program Standards
2. Acknowledgement of the Preliminary Plan Review Proposal document to be utilized as a starting point for the Program Standards Committee work on this issue

Issue # 2020 II-033

1. Conduct a thorough review of Standard 5 "Foodborne Illness and Food Defense Preparedness and Response of the FDA Voluntary National Retail Food Regulatory Program Standards (VNRFRPS).
2. The review should include comparing the Standard to other similar FDA standards in food.
3. Review the "Description of Requirements" to ensure the requirements provide program flexibility and include items generally part of a retail food program.
4. Review Standard 5 "Data Review and Analysis" from a sampling of jurisdictions to determine if certain data analysis requirements typically have no or such limited data to make the information not valuable.
5. Review the Center for Disease Control and Prevention's National Environmental Assessment Reporting System (NEARS), Environmental Assessment Training Series (EATS), and Council to Improve Foodborne Outbreak Response (CIFOR) to consider inclusion of specific components.
6. Propose amendments to Standard 5 of the VNRFRPS.
7. Report back committee findings and recommendations to the next Biennial Meeting.

COMMITTEE WORK PLAN AND TIMELINE: The committee work plan has not been developed yet. Once the PSC roster has been approved by the Executive Board, the PSC Chair will meet with the Co Vice-Chairs to discuss the work plan, timeline, and steps for moving forward with the work on the PSC charges.

COMMITTEE ACTIVITIES:

1. **Dates of committee meetings or conference calls:** None at this time.
2. **Overview of committee activities:** The Chair and Co Vice-Chairs have been developing the committee roster and reaching out to those who expressed interest in participating on the PSC.

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

- a. None at this time
- b.

4. **Status of charges still PENDING and activities yet to be completed:**

- a. All charges are pending

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

Board Action is NOT required and therefore the report can be placed on the consent calendar for Board review and acceptance.

Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.

- 1. Approve the PSC roster.

ATTACHMENTS:

1. **Content Documents:**

a. **Committee Member Roster:** See changes noted above under "requested action" No changes to previously approved roster
"Committee Members Template" (Excel) available at: www.foodprotect.org/work/ Committee roster to be submitted as a PDF attachment to this report.

b. **Committee Generated Content Documents (OPTIONAL):** No draft content documents submitted at this time

2. **Supporting Attachments (OPTIONAL):** Not applicable