

Conference for Food Protection – Committee Periodic Status Report

Template approved by the Executive Board May 2014

Committee Periodic Status Reports are considered DRAFT until reviewed and acknowledged by the Executive Board

Council Chairs are required to submit committee reports to the Executive Director at least 30 days prior to each Executive Board meeting (held in Spring and Fall of each year); please submit reports far enough in advance of this deadline to permit review by the Council Chair. Committee Periodic Status Reports are intended to update the Executive Board on the status of the committee and the progress toward fulfilling the charges approved by the Assembly of Delegates or assigned by the Executive Board.

COMMITTEE NAME:

2016 Interdisciplinary FBI Training

COUNCIL or EXECUTIVE BOARD ASSIGNMENT:

Council II

DATE OF REPORT:

March 4, 2015

SUBMITTED BY:

James Steele, Patricia Welch, Tim Mitchell

COMMITTEE MEMBER ROSTER:

☒ see attached roster for updated member listing for documentation of three committee members who have resigned

☐ committee membership has not changed; see previously submitted and approved roster dated: _

COMMITTEE CHARGE(s):

1. Use the Crosswalk submitted in the 2012-2014 Committee report to identify current gaps in the training for Program Standard #5 as established by Council to Improve Foodborne Outbreak Response (CIFOR) and the Partnership for Food Protection as best practices for foodborne illness investigation.
2. Identify new training programs as they relate to the Crosswalk and Standard #5.
3. Work within the Conference process to post the Crosswalk document from the 2012-2014 Committee to the CFP Website.
4. Report back to the 2016 biennial meeting a revised Crosswalk document for foodborne illness investigation.

COMMITTEE'S REQUESTED ACTION FOR EXECUTIVE BOARD (If Applicable):

PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:

1. Progress on Overall Committee Activities

The committee has been meeting regularly via conference call to work on charges. The first conference call was held on October 20, 2014. The following is a brief summary of this first meeting.

- Reviewed Part VII Committee Membership Expectations
- Pat gave a brief history of the committee and the crosswalk
- Tim sent the crosswalk and the charges out to the committee because some folks either did not receive or lost them
- Reviewed the charges to the committee
- Pat will look into setting up Food Shield for the group to work collaboratively on the crosswalk document

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- Janet will try to get a copy of the RRT training to share with the team
- All members asked to review the crosswalk and charges and come with recommendations for the next meeting
- Next meeting on 11/17/14 1:00 pm EST

The second conference call was held on 12/15/14. James Steele was not available due to a medical emergency. The following is a brief summary of the meeting.

- Pat reviewed Food Shield, sounds like everyone is getting registered. Some folks already have access.
- Matt Jenkins and Pat Welch, Roger, Jeff Agreed to examine for gaps. (Charge 1/Subcommittee 1)
- Tim will look at number 2 with Susan Algeo and Dan and Kris. (Charge 2/Subcommittee 2)
- The group will work with the conference to get the current crosswalk posted. (Charge 3)
- Next group meeting will be 2/17/15 at 12 CST. (Pat to set Up)
- Sub committees will meet before 2/17/15 #1 will be 1/13/15 and Number 2 will be 1/23/15.

The third conference call was held 3/3/2015.

- Reviewed the progress of the two subcommittees and determined that the subcommittees were on the right track.
- The subcommittees will continue to meet before the next full committee meeting scheduled for 5/21/15.

2. Progress Addressing each Assigned Committee Charge

Two subcommittees were created to work on the charges. Workgroup 1 has been working on Charge 1 and Workgroup 2 has been working on Charge 2.

Subcommittee working on Charge 1 - Use the Crosswalk submitted in the 2012-2014 Committee report to identify current gaps in the training for Program Standard #5 as established by Council to Improve Foodborne Outbreak Response (CIFOR) and the Partnership for Food Protection as best practices for foodborne illness investigation.

The subcommittee is using the trainings in the Crosswalk document to see if there are gaps in (see attachment 2)

Next subcommittee meeting scheduled for 4/23/15.

Subcommittee working on Charge 2 - Identify new training programs as they relate to the Crosswalk and Standard #5.

The subcommittee is looking at the following trainings:

NEHA course "I-FITT-RR" provides training in many of the identified crosswalk areas.

CDC e-learning course "Environmental Assessment of Foodborne Illness Outbreaks"

The IFPTI Foodborne Illness Investigations Part 1-6.

Next subcommittee meeting scheduled for 4/28/15

2016 Interdisciplinary Foodborne Illness Training Committee

Conference Call – October 20, 2014

Committee members on call:

1. Susan Algeo
2. Jeff Belmont
3. Sandy Fabian
4. Emilee Follet
5. Matt Jenkins
6. Kris Markulin
7. Jackie Owens
8. Pieter Sheehan
9. Pat Welch
10. Janet Williams
11. Tim Mitchell
12. Dan Okenu

- One committee member announced she is going on maternity leave so she will not be on the next one or two calls (Emilee Follet).
- Reviewed Part VII Committee Membership Expectations
- Pat gave a brief history of the committee and the crosswalk
- Tim sent the crosswalk and the charges out to the committee because some folks either did not receive or lost them
- Reviewed the charges to the committee
- Pat will look into setting up Food Shield for the group to work collaboratively on the crosswalk document
- Janet will try to get a copy of the RRT training to share with the team
- All members asked to review the crosswalk and charges and come with recommendations for the next meeting

Next meeting on 11/17/14 1:00 pm EST

Thank you,

Tim Mitchell RS, CP-FS

CQA Technical Coordinator

Publix Super Markets, Inc.

2016 Interdisciplinary Foodborne Illness Training Committee

Conference Call – December 15, 2014

Committee members on call:

- David Lawrence
- Susan Quam
- Susan Algeo
- Jeff Belmont
- Matt Jenkins
- Kris Markulin
- Tim Mitchell
- Roger Mozingo
- Pat Welch

Pat reviewed Food Shield, sounds like everyone is getting registered. Some folks already have access.

Matt Jenkins and Pat Welch, Roger, Jeff Agreed to examine for gaps. (Charge 1/Subcommittee 1)

Tim will look at number 2 with Susan Algeo and Dan and Kris. (Charge 2/Subcommittee 2)

The group will work with the conference to get the current crosswalk posted. (Charge 3)

Next group meeting will be 2/17/15 at 12 CST. (Pat to set Up)

Sub committees will meet before 2/17/15 #1 will be 1/13/15 and Number 2 will be 1/23/15.

Thank you,

Tim Mitchell

2016 Interdisciplinary Foodborne Illness Training Committee

Minutes
3/3/2015

1. Susan Algeo
2. Jeff Belmont
3. Sandy Fabian
4. Matt Jenkins
5. Kris Markulin
6. Roger Mozingo
7. Jackie Owens
8. Gale Prince
9. Pat Welch
10. Tim Mitchell
11. Dan Okenu
12. James Steele

- Reviewed the progress of the two subcommittees and determined that the subcommittees were on the right track.
- The subcommittees will continue to meet before the next full committee meeting scheduled for 5/21/15.

STANDARD 5

1. Investigative procedures. (RRT Page 518 shows the table)

	RRT	CIFOR	IAFP	Manufactured Foods	NASDA	GAP Analysis
a. The program has written operating procedures for responding to and/or conducting investigations of foodborne illness and food-related injury*. The procedures clearly identify the roles, duties and responsibilities of program staff and how the program interacts with other relevant departments and agencies. The procedures may be contained in a single source document or in multiple documents.	II. A. Chapter 1	3.1				
b. The program maintains contact lists for individuals, departments, and agencies that may be involved in the investigation of foodborne illness, food-related injury* or contamination of food.	II. B. Chapters 2&3.	3.6		5.1. c		
c. The program maintains a written operating procedure or a Memorandum of Understanding (MOU) with	II.A. Chapter 1.	3.1				

the appropriate epidemiological investigation program/department to conduct foodborne illness investigations and to report findings. The operating procedure or MOU clearly identifies the roles, duties and responsibilities of each party.						
d. The program maintains logs or databases for all complaints or referral reports from other sources alleging food-related illness, food-related injury* or intentional food contamination. The final disposition for each complaint is recorded in the log or database and is filed in or linked to the establishment record for retrieval purposes.	II. E. Chapter 11	3.5		5.1.d		
e. Program procedures describe the disposition, action or follow-up and reporting required for each type of complaint or referral report.	Chapter 9,10,11 & 13	Chapter 4, 4.3, Chapter 5		1.f		
f. Program procedures require disposition, action or follow-up on each complaint or referral report alleging food-related illness or injury within 24 hours.	Chapters 9, 10, 11 & 13 (pg.212?) Subsection D	Chapter 4,5		1.e 1.f		
g. The program has established procedures and guidance for collecting information on the	Chapters 9,10, 11 & 13 Page 212? Subsection D	Chapter 4, 5		1.g		

[illegible]

a.	The program has a letter of understanding, written procedures, contract or MOU acknowledging that a laboratory(s) is willing and able to provide analytical support to the jurisdiction's food program. The documentation describes the type of biological, chemical, radiological contaminants or other food adulterants that can be identified by the laboratory. The laboratory support available includes the ability to conduct environmental sample analysis, food sample analysis and clinical sample analysis.	4.2, 4.3, 4.4, 9.1,							
b.	The program maintains a list of alternative laboratory contacts from which assistance could be sought in the event that a food-related emergency exceeds the capability of the primary support lab(s) listed in paragraph 3.a. This list should also identify potential sources of laboratory support such as FDA, USDA, CDC, or environmental laboratories for specific analysis that cannot be performed by the jurisdiction's primary laboratory(s).	4.2, 4.3, 4.4, 9.1							
4. Trace-back Procedures									
a.	Chapter 9	5.2							

Program management has an established procedure to address the trace-back of foods implicated in an illness, outbreak or intentional food contamination. The trace-back procedure provides for the coordinated involvement of all appropriate agencies and identifies a coordinator to guide the investigation. Trace-back reports are shared with all agencies involved and with CDC.							
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5. Recalls

a. Program management has an established procedure to address the recall of foods implicated in an illness, outbreak or intentional food contamination.	Chapter 12	5.2					
b. When the jurisdiction has the responsibility to request or monitor a product recall, written procedures equivalent to 21 CFR, Part 7 are followed.	Chapter 12	5.2					
c. Written policies and procedures exist for verifying the effectiveness of recall actions by firms (effectiveness checks) when requested by another agency.	Chapter 12	5.2					

6. Media Management

a. The program has a written	Chapter 3, 6	3.6					
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policy or procedure that defines a protocol for providing information to the public regarding a foodborne illness outbreak or food safety emergency. The policy/procedure should address coordination and cooperation with other agencies involved in the investigation. A media person is designated in the protocol.

7. Data Review and Analysis

a. At least once per year, the program conducts a review of the data in the complaint log or database and the foodborne illness and food-related injury* investigations to identify trends and possible contributing factors that are most likely to cause foodborne illness or food-related injury*. These periodic reviews of foodborne illnesses may suggest a need for further investigations and may suggest steps for illness prevention.

Chapter 13, 14

4.3, Chapter 8

b. The review is conducted with prevention in mind and focuses on, but is not limited to, the following:
1)
Foodborne Disease Outbreaks*, Suspect Foodborne Outbreaks* and Confirmed Foodborne Disease

Chapter 13, 14

4.3, Chapter 8

Outbreaks* in a single establishment;						
2) Foodborne Disease Outbreaks*, Suspect Foodborne Outbreaks* and Confirmed Disease Outbreaks* in the same establishment type;						
3) Foodborne Disease Outbreaks*, Suspect Foodborne Outbreaks* and Confirmed Foodborne Disease Outbreaks* implicating the same food;						
4) Foodborne Disease outbreaks*, Suspect Foodborne Outbreaks* and Confirmed Foodborne Disease Outbreaks* associated with similar food preparation processes;						
5) Number of confirmed foodborne disease outbreaks*;						
6) Number of foodborne disease outbreaks* and suspect foodborne disease outbreaks*;						
7) Contributing factors most often identified;						
8) Number of complaints involving real and alleged threats of intentional food						

[illegible]

Committee Name:

Committee Name: Interdisciplinary FBI Training

Last Name	First Name	Position (Chair/Member)	Constituency	Employer	City	State	Telephone	Email
Algeo	Susan	Member	Food Industry Support	Paster Training, Inc.	Gilbertville	PA	610-970-1776	susan.algeo@pastertaining.com
Belmont	Jeffrey	Member	Food Industry Support	NRFSP	Orlando	FL	407-226-3600	ibelmont@nrfsp.com
Catalan	Linda	Member	Retail Food Industry	Brinker International	Dallas	TX	972-770-8746	linda.catalan@brinker.com
Chapman	Bryan	Member	Food Industry Support	State Food Safety	Orem	UT	801-494-1879	bchapman@statefoodsafety.com
Cooper	Ivory Gene	Member	Local Regulator	Dist. Of Columbia	Washington	DC	202-535-2180	ivory.cooper@dc.gov
Fabian	Sandra	Member	Food Service Industry	Wawa, Inc.	Media	PA	610-358-8779	sandra.fabian@wawa.com
Follett	Emilee	Member	Food Industry Support	State Food Safety	Orem	UT	801-805-4679	efollett@statefoodsafety.com
Hussein	Sima	Member	Food Industry Support	Ecolab	Greensboro	NC	336-931-2625	sima.hussein@ecolab.com
Jenkins	Matthew	Member	Food Service Industry	Sodexo	Chicago	IL	630-390-4020	matthew.jenkins@sodexo.com
Markuin	Kris	Member	Retail Food Industry	Delhaize America	Reston	VA	703-347-2072	kris.markuin@delhaize.com
Mitchell	Tim	Vice-Chair	Retail Food Industry	Publix Super Markets	Lakeland	FL	863-688-1188	tim.mitchell@publix.com
Okenu	Dan	Member	Food Service Industry	TransGlobal Consults, LLC	Snellville	GA	404-805-2221	dan.okenu@transglobalconsults.com
Owens	Jackie	Member	State Regulator	WI Dept. of Agr.	Madison	WI	608-224-4734	jackie.owens@wi.gov
Sheehan	Pieter	Member	Local Regulator	Fairfax County Health Dept.	Fairfax	VA	703-246-8470	Pieter.sheehan@fairfaxcounty.gov
Steele	James	Chair	Food Service Industry	Walt Disney World	Lake Buena Vista	FL	407-560-4724	james.steele@disney.com
Welch	Patricia	Chair	State Regulator	IL Dept. of Public Health	Springfield	IL	217-785-2439	patricia.welch@illinois.gov

Committee Name:

Williams	Janet	Member	Federal Regulator	FDA/ORA/DHRD	Rockville	MD	janet.williams@fda.hhs.gov
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Resigned from Committee

Earnest	Mark	Member	Food Service Industry	Captain D's, LLC	Nashville	TN	615-231-2089 mark_earnest@captainds.com
Mozingo	Roger	Member	Food Service Industry	Sodexo	Salisbury	NC	704-678-6797 roger.mozingo@sodexo.com
Thomas	Ellen	Member	Academia	North Carolina State Univ.	Raleigh	NC	919-515-1373 emthoma3@ncsu.edu