



Legislation Text

File #: 17-0101, **Version:** 1

Community Development Agency, Environmental Management Division, recommending the Board consider the following:

- 1) Accept grant award in the amount of \$14,027.28 through the United States Food and Drug Administration to standardize retail food program inspectors, with no County match required; and
- 2) Delegate authority to the Community Development Agency Director, or designee, to execute all grant documents including, but not limited to, reports and all associated documents necessary to secure grant funds and implement the Retail Standards Grant Program.

FUNDING: United States Food and Drug Administration Grant. (100% - Federal)

DEPARTMENT RECOMMENDATION

Community Development Agency, Environmental Management Division (EMD), recommending the Board accept the grant award in the amount of \$14,027.28.

DISCUSSION / BACKGROUND

In accordance with Board of Supervisors (Board) Policy A-6, the Board is the sole authority for accepting grant awards and approving grant agreements. After acceptance of a grant award and approval of the grant agreement, the Board may delegate authority to the Community Development Agency Director, or designee, to execute all documents including, but not limited to, the grant funding agreement, amendments, request for payments, reports, and all associated documents necessary to secure grant funds and implement the approved grant project.

EMD submitted an application to the United States Food and Drug Administration for the Voluntary National Retail Food Regulatory Program Standards Grant Program (Attachment A). On January 9, 2017, EMD was notified of an award in the amount of \$14,027.28 (Attachment B).

The Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards) Grant Program provides funds for the completion of projects and training to enhance conformance with the Retail Program Standards. Funds will be used for staff time to prepare a written standardization retail inspection procedure manual; complete required coursework in preparation for retail food program standardization; categorize the inventory of retail food facilities into risk groups based on their potential and inherent food safety risks; and the purchase of two computers for field inspection staff.

The grant project outcomes will benefit all regulatory staff by providing the skills, knowledge, and field computers needed to perform quality, standardized inspections, and data will be input in a consistent format. This is critical to the retail food program improvements and consistency between the East and West Slope offices. Staff will also have the ability to categorize facilities based on food safety risk factors and either increase or decrease the frequency of inspections according to each facility's risk category.

ALTERNATIVES

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION

It is recommended that the Board approve this grant.

FINANCIAL IMPACT

There is no change in Net County Cost. No matching funds are required for this grant payment program.

The costs incurred relative to this grant program can be accommodated in the adopted Fiscal Year 2016/17 budget, with any remaining activities included in EMD's proposed Fiscal Year 2017/18 budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

N/A

CONTACT

Greg Stanton, REHS, Director
Community Development Agency
Environmental Management Division