

AGENDA

Alexandria Food Safety Advisory Council

4480 King Street – 5th Floor Conference Room

Wednesday March 21, 2011 – 2:15 PM

- 2:15 PM Gathering
- 2:18 PM Introduction of Participants
- 2:25 PM
 - A. New Facility Construction Package
 - 1. Overview of Facility Construction Approval Process
 - 2. Pre-Opening Construction Inspection Checklist
 - 3. Most Common Deficiencies on Pre-Opening Construction Inspections
 - 4. Contact Information for Environmental Health Division
 - B. New Restaurant Welcome Package
 - 1. Quick Reference Guide
 - a. What to Expect from the Environmental Health Division
 - i. Overarching Goals
 - ii. Partnership
 - iii. Expectations & Responsibilities
 - iv. Information on Obtaining CFM Cards
 - v. Normal Regulatory Process
 - vi. Additional Resources – where to find on web
 - b. Quick Reference Guide to the 2009 Food Code
 - c. Emergency Response Guide (last 4-6 pages)
 - i. When a Restaurant Must Close
 - ii. Required Notifications
 - iii. Responding to an Emergency
 - d. Hot Sheet of Emergency Numbers (back cover)
 - i. Fire / Emergency Medical Services
 - ii. Police
 - iii. Health Department – office and after hours numbers
 - iv. Corporate/regional contacts
 - v. Repair people
 - vi. Pest control
 - e. EH Division Phone & Web Site Contact Information (front & back covers)
 - f. Employee Health Policy flowchart (centerfold?)
 - 2. Posters and Stickers
 - a. Hand Washing stickers/posters
 - b. 3-Compartment Sink poster
 - c. "Big 5" poster
 - d. Employee Health Policy flowchart
 - e. To Go Stickers for Take-Out and Delivery Meals
 - 3. Model Forms
 - a. Employee Health Agreement
 - b. Temperature Logs
 - 4. Informational Handouts

- a. "Five Food Safety Risk Factors & Five Public Health Interventions"
- b. "Preparing for Your First Inspection"
- c. Sample Inspection Form
- d. Consumer Advisory guidelines
- e. Parasite Destruction guidelines

C. On the Environmental Health Division Website

1. All materials above except the stickers
2. Interactive PDF Self-Inspection Form
3. Can Defect chart
4. Calibrating a Thermometer
5. Web Links to:
 - i. FDA Food Code
 - ii. Alexandria Food and Food Handling Code
 - iii. Other food safety resources

3:40 PM Food Safety Advisory Council membership

3:45 PM Adjourn

Upcoming AFSAC Meeting Dates:

All meetings will be 2:15–3:45 PM @ Health Department Building (4480 King St.)

Monday May 23

Monday August 1

Monday October 17

Monday December 12