



Creating a State of Health

MINUTES OF REGULAR SCHEDULED PUBLIC MEETING

This meeting of the Food Service Advisory Council, scheduled to begin at 9:30 a.m. on this twentieth day of June, 2018 was convened in accordance with the Oklahoma Open Meeting Act [25 O.S., §§ 301 et seq.] Further, an advance public notice that was sent to the Secretary of State's Office of Administrative Rules by Facsimile December 13, 2017, prior to this time today, specifying the time and place of the meeting here convened, preceded this meeting. Notice of this meeting was given at least twenty-four (24) hours prior here to and no one filed a written request of notice of meetings of this public body to date.

PUBLIC BODY: OKLAHOMA FOOD SERVICE ADVISORY COUNCIL

DATE: WEDNESDAY, JUNE 20, 2018

ADDRESS: OKLAHOMA CITY-COUNTY HEALTH DEPARTMENT, OKC

CONTACT PERSON: TERESA MARTINEZ TELEPHONE: (405) 271-5243

Agenda Item 1:

Open Meeting Act

The filing of the meeting and posting of the agenda was in accordance with the Oklahoma Open Meeting Act.

Agenda Item 2:

Call to Order

Phil Maytubby called the meeting to order at 9:32 a.m. at the Oklahoma City-County Health Department, OKC. Teresa Martinez called roll and a quorum was met.

Council members present: Phil Maytubby, Scott Yates, Larry Bergner, Roy Escoubas, Harold Kelly, Michael Farney, DeBrena Hilton, Jim Hopper, and Krista Neal

Council members absent: Brenda Potts, Erica Hering, Bill Ryan and Bill Ricks

Staff present: Lynnette Jordan, Phillip Jurina, Marsha Allmon, Teresa Martinez, Sam Cannella and Alicia Burkett

Others present: Troy Skow

Agenda Item 3:

Welcome DeBrena Hilton as Tulsa Health Department Representative

DeBrena is the Interim Food Program Manager at Tulsa Health Department. She provided some background information for those present.

Agenda Item 4:

Review and Possible Action on Approval of February 6, 2018 Meeting Minutes

Scott Yates made a motion to table the minutes until the next scheduled meeting. Larry Bergner seconded the motion.

Roll call

Aye: Phil Maytubby, Scott Yates, Larry Bergner, Roy Escoubas, Harold Kelly, Michael Farney, DeBrena Hilton, Jim Hopper, and Krista Neal

The motion carried.

Agenda Item 5:**Service Report****a. Licensing & Inspection Update**

The summary of establishments and the last page of the no inspection listing were provided.

b. Update on Department Budget

The new CFO has just been hired so the Agency has not been able to draft a financial report at this time. The agency will continue to work toward drafting this document.

c. Risk Frequency Update to Board of Health & Transition Plans for High Risk Operations

This was brought to the Board of Health by Hank Hartsell. Starting July 1, 2018 we will start implementing the 3-2-1 frequency process. Our IT department should start transitioning the high 4's to 3's at this time. This was not done prior to July 1st so that it will not interfere with the FY inspection requirements. We will also be placing this into our procedure. This will be updated and sent out for review.

d. Senior Management Changes

Hank Hartsell has accepted a position of Executive Director at Griffin in Norman. His position at OSDH is currently vacant and posted. Tom Bates was appointed as the Interim Commissioner. Buffy Heater is one of our Legislative Liaisons. Margo Barnes is the HR Director. Kim Bailey is the Chief Operating Officer.

Community and Family Health Services has been split into two service areas, Community Health Services and Family Health Services. Tina Johnson is the Deputy Commissioner over Family Health Services that takes care of nursing, WIC, etc. The Deputy Commissioner position for Community Health Services is vacant and posted.

Agenda Item 6:**Legislative Discussion**

There is a state question coming up for vote on June 26, 2018 for Medical Marijuana. Should it pass, there are very strict measures that OSDH will have to have in place. An application has to be available within 30 days for anyone who wants a medical, caregiver, or commercial license. Once this 30 days end, the agency has 30 more days to have a licensing process in place. At this time there are several workgroups in place that are working on these documents and processes. Also outlined in the state question, there is to be a 12 member body for an advisory council. The Pharmacy Board inspectors may be the ones to perform inspections for these facilities also. This will have its own service area and will not be part of Consumer Health Service.

Troy Skow spoke about the alcohol change that will go into effect on October 1, 2018. There will be an Oklahoma City Alcohol Forum that will have representatives from fire, health, licensing, zoning, and legal. Any liquor store that will require plumbing, other than a bathroom, to perform the food service portion of their business will be required to submit a plan review and obtain a license. The current limit is 20% incidental sales.

Agenda Item 7:**Old Business**

None

Agenda Item 8:**New Business**

None

Agenda Item 9:

Announcements

Jim Hopper announced that beginning in July and through August there will be regional meetings of the Restaurant Association with Attorneys to talk about the alcohol changes.

DeBrena Hilton announced that the Tulsa Health Department has a feedback hotline for food operators. The number is 918-595-4520.

Krista Neal announced a 3 day training session for child nutrition.

Michael Farney reported that there has been an explosion of hotels opening lately.

Scott Yates reported on staff changes within the Department of Agriculture.

Troy Skow reported that Oklahoma County will soon be 100% of their electronic inspections.

Agenda Item 10:

Next Meeting Date: September 12, 2018, Citizens Pottawatomie Nation Tribal Center, Shawnee

Agenda Item 11:

Adjournment

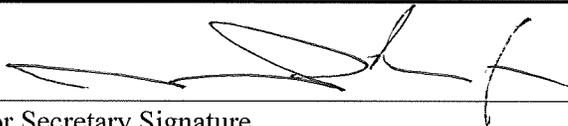
Jim Hopper made a motion to adjourn. Michael Farney seconded the motion.

Roll call

Aye: Phil Maytubby, Scott Yates, Larry Bergner, Roy Escoubas, Harold Kelly, Michael Farney, DeBrena Hilton, Jim Hopper, and Krista Neal

The motion carried.

The June 20, 2018 meeting of the Oklahoma Food Service Advisory Council adjourned at 10:34 a.m.



Chair or Secretary Signature

9-12-18

Date Approved by Vote