

Maricopa County Environmental Services Department

Environmental Health Standards Committee Charter

Mission

The Environmental Health Standards Committee (EHSC) embraces and supports the mission of the Environmental Services Department (ESD) of providing safe food to the residents of Maricopa County. EHSC commits to conducting food inspections with a standardized approach, by identifying and documenting violations in a consistent manner, while educating and working with stakeholders/operators.

Vision

EHSC strives to provide the highest level of training to our food inspectors, while also offering a healthy forum where food code questions and interpretations can be reviewed with federal up-to-date standards. We ensure proper and standardized FDA code understanding and compliance.

Procedures

EHS field staff will bring their supervisor any code questions or interpretations that they may have or stakeholders may have. If supervisors are unable to give an answer or need more clarification, they will then send the code question to the training officers and training supervisor. Once received, the question will be added to the agenda and copied on meeting request to all standards.

The standards will review the code question with employees at their office to obtain feedback. The standards will then attend the meeting to discuss all code violations brought forth.

The Standards committee members will then meet with stakeholders and use codes, Department policies, input from stakeholders and any supporting documentation to work towards a decision collaboratively on how the issue will be addressed by the Division. If the issue cannot be resolved, the committee will seek guidance from the FDA, USDA, and/ or EH Upper Management. In cases of a code interpretation that may require a Substantive Policy Statement, proper procedures will be followed.

The EH Division will take all input into consideration and make the final decision on all items (which may come after the Standards Committee meeting). The training officers will finalize the guidance document which will summarize the issue, give the resolution to the issue and provide the code references that support the decision, and post to Maricopa County's Environmental Services website <http://www.maricopa.gov/EnvSvc/EnvHealth/Standards Committee.aspx>

Meetings

The committee will meet quarterly (if the need for code interpretation is needed). Agendas will be sent out to EH standards prior to each meeting. Information regarding the schedule of all proposed meetings will be available on the Environmental Health tab on the ESD website, as well as on EnviroConnections. Stakeholders who have signed up for alerts on the EnviroConnections website will automatically receive notices on upcoming meetings. Stakeholders will be invited to attend and participate.

Member Responsibilities

Each standard is responsible for reviewing final guidance document with the employees in their office and ensuring that the guidelines are implemented.

If any additional training is needed by an office the office manager will contact the Training Officers, who can provide training to each office as needed.