



## **MEETING MINUTES**

### **Food Safety Work Group**

Thursday September 22, 2011

9:00 am

Lorraine H. Morton Civic Center 2100 Ridge Room 2200

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### **CALL TO ORDER**

The meeting was called to order at 9:05am.

### **INTRODUCTIONS**

Carl Caneva-manager of Environmental Health Services for the City of Evanston introduced himself and Environmental Health staff, Ellyn Golden-Licensing Coordinator and Mayda Figueroa-Secretary.

### **HEALTH DEPARTMENT DATA/PRESENTATION**

Presentation given by Carl Caneva. The presentation was regarding food safety and sanitation and on the role of the Health Department. To view the presentation, please go to the following link: <http://prezi.com/xsfddmkak6rd/food-safety-work-group/>

### **GROUP DISCUSSION**

Purpose of the group:

1. Increase food safety
2. Establish a food safety partnership involving the City of Evanston and Licensed Food Establishments
3. Provide networking and mentoring opportunities
4. Establish a web based Food Safety Warehouse of training materials and forms that can be utilized by the group.

Mr. Caneva asked the group for any items they would add to the list of goals.

The group indicated they were also interested in understanding the diverse layers of rules and regulations they needed to address and how cost was impacted.

Mr. Caneva also presented ideas about awards the City of Evanston might be able to present establishments that perform well regarding green initiatives, food safety, and nutrition. The members indicated a better use of time would be to focus on the regulations.

### **NEXT MEETING DATES & TOPICS**

Topics for the next meeting were proposed by the group and put to a vote. They were:

1. HACCP

2. Labeling
3. Training
4. Rules and Regulations for City of Evanston, IDPH & Feds
5. Tool kits & placards (quiz & checklist)
6. Sharing information & methods

#3 Training, and #4 Rules and Regulations were decided as the next topics.

The next meeting will be on January 19, 2012 at 9:00am at the Lorraine H. Morton Civic Center.

#### **ADJOURNMENT**

The meeting adjourned at 10:00am.

Respectfully Submitted,  
Mayda Figueroa  
Secretary, Environmental Health