Partnership for Food Protection Workgroup Activities - Update #2

The four "Partnership for Food Protection" (PFP) Workgroups (WGs) - Training, Response, Risk-based Workplanning and Interactive Information Technology - continued to make progress on the priority projects that were described in Update #1 (9/2/09). The following is a summary update from each WG.

Training Workgroup

Workgroup co-chairs Brian Collins and Dave Read, with Steven James, Will Dardick and Gary German, participated in the International Food Protection Training Institute (IFPTI) Advisory Committee meeting in Washington, D.C., August 4-6, 2009. The meeting achieved two goals - seating the workgroup co-chairs on the IFPTI's Advisory Council and updating the council on the Training Workgroup charges and mission. At the Advisory Council meeting Training workgroup Co-Chair Dave Read suggested the WG do a second "call for papers" is forthcoming to involve IFPTI members in the analytical process of developing training needs for entry level food inspectors/investigators. The call has yet to go out.

A literature search was to begin at FDA ORAU for a job task analysis (JTA's) and job competencies related to entry-level food inspector/investigator positions. A consultant is to be hired by FDA ORAU to analyze submittals and conduct a gap analysis used to identify training needs. In late August, FDA ORAU staff forwarded a basic format for JTA submittals to the co-chairs and recommended a formal timeline. Both proposals were accepted.

A full Training Workgroup teleconference was convened August 27, 2009. Progress to this point and charges were reiterated, as was an overview of the IFPTI presentation. Background was provided detailing issues that surround training, certificates, certifications and accreditation. Comments were solicited from the WG committee and the next teleconference will be held in early November to prepare for the Workgroup meeting in Fort Worth, Texas on November 17-18, 2009.

Response Workgroup

The Response Workgroup has continued to focus on defining best practices and procedures from state and local health and food safety agencies by focusing on topics related to food recall effectiveness checks, traceback investigations, environmental investigation SOPs, details to the FDA EOC, and the use and implementation of the Incident Command System. The group has established sub-workgroups to focus their efforts on each of these issues and will present their findings at the August 2010 meeting. The WG held a call on September 3, 2009 and the following summarizes the issues covered on the call:

State and local details to FDA/EOC, recommendations on how to increase collaboration - Ellen Morrison has developed an outline of purpose and criteria for detail and will circulate for comment. Members of this workgroup will assist in identifying individuals to do a detail. FDA will take the lead to work out the details on confidentiality (commissioning or alternative for Locals). A one-page application based on the criteria is in development.

Recall effectiveness checks with 6 states - The system was able to aggregate all of the pilots states participating in the program and this information can be used to see where the recall effectiveness checks are most effective. FoodSHIELD could be modified to have the same endpoint (would require additional funding). Use of FoodSHIELD and revisions to the recall form will be discussed at the November face-to-face meeting with the IT WG.

Sprout environmental method document – A draft is being circulated for review and comment by the work group.

Collecting existing ICS documents, lessons learned, best practices - FDA is starting a NIMS work group and will provide an update at the November meeting.

New pilot program for 3rd party recall - Jeff Farrar is in discussion with FDA/DFSR on mechanism to pilot test recall effectiveness checks. He will provide a presentation / summary of what resources exist for third party recall effectiveness checks at the November workgroup meeting.

Develop ICS presentation- The plan is to develop outline, draft for review by 4 colleagues and comments by fall 2009.

Product tracing to support epi - The goal is to send a whitepaper to the workgroup by the end of this year.

Next Steps - The work group will meet in November to review progress and plan work to complete goals by the 2010 50-State Meeting. The work group will solicit nominations for a replacement co-chair for Pat Beckenhaupt whose resignation came after accepting a position at the CDC in vaccine preventable diseases.

Risk-based Workplanning Workgroup (RWPW)

The Workplanning workgroup Logistics Team (LT) continues to have weekly conference calls and the other teams met to work on the pilot peanut assignment project. The following is an update on their progress.

The LT met in Nashville in August and developed an implementation plan for the pilot project. They limited the scope of the work to addressing activities to be done in Phase One: establish current policies, procedures, and tools used to develop an integrated workplan. In addition, they developed an outline identifying goals, objectives, work assignments, and timelines; identified pilot project "cooperators" to be states in the

FDA Southeast Region; and made assignments to the RWPW Teams.

In September, the workgroup established liaisons with the Training and IT Work Groups; established FoodSHIELD as the repository for all RWPW minutes and pilot documents; held briefings for CFSAN and FDA districts to update them on the pilot project and their roles; informally contacted targeted pilot project states: Mississippi, Tennessee, Florida, Georgia, and North Carolina; and reviewed assignments and modified completion dates.

In October, the Training and Outreach Team formally contacted pilot project states and provided initial information regarding pilot project and states' involvement; the Criteria Team established and published detailed pilot project goals and criteria; started collecting and reviewing tools used by states and FDA for inspections and sample collection; and prepared the agenda for the all-group meeting in November.

Interactive Information Technology (IT) Workgroup

Based on the Planning teams August meeting in MD, the IT workgroup has established a primary goal to develop an integrated/interoperable food information system that links information such as laboratory, inspection and recall data. The following is an update on progress by the three subgroups that were established.

IT Systems Assessment Subgroup - The subgroup's biweekly conference calls are headed by Carrie Rigdon. On the Oct. 5th call, they confirmed tasks and timelines. The group reviewed list of systems to review and added FDA's new Reportable Food Registry and PulseNet; each team member took the lead for at least one system; for next meeting, everyone will identify a system expert to be a main point of contact and obtain system documentation, including description, data fields, original business needs, user information. At the Oct. 19 meeting, Ellen Olson gave an overview of eLEXNET and the team will share progress with system information.

Business Process/Requirements Subgroup - Group action items include: documenting what we can in our group about the Work/information flow for a peanut inspection; beginning a Systems Assessment of the tools the pilot is going to use; coordinating with the Risk-based Workgroup on how to best work together on this; prepare questions to elicit information from the Risk-based work group; and strategize and plan for the November Workgroup meeting and our face-time with the Risk-based work group.

Required Data Fields Subgroup- The group is focusing on Inspection Report Data Fields for eSAF (FDA's electronic State Access to FACTS computer system); Recall Effectiveness Form Changes (Collaboration with the Response Group)**;** eLexnet – everyone to go through eLexnet demo on Oct 19. Team Concerns: recall effectiveness form (fda 3177) not meeting state needs – should be revamped; team needs to look at the forms-- how do we collect input from states? We need their input; team needs to know some output definition screen prints of input forms/requirements – Scott in Texas will get screenshots; team members will not subdivide, but will work on the whole set of tasks/timelines; and will coordinate input screen format with input form format

Project update FYI

Next Face-to-Face Meeting for the WGs – Will be held November 17-18, 2009 at the Sheraton Fort Worth Hotel in Fort Worth, Texas (travel day is November 16). A contract was awarded to Planning Professionals Ltd to provide event management services for the state and local members attending the meeting.

FDA Support Staff for WGs - In August, it came to our attention that the workgroups could benefit from having additional support for the Chairs/Co-Chairs. FDA offered to provide 1 person to each WG to, for example, assist with project management, scheduling work group meetings, tracking progress, managing the comment process on documents, drafting summaries of conference calls and face-to-face meetings, etc. On September 1, we announced that Alissa Van Wie (Office of the Commissioner – Response WG), Darlene Krieger (ORA – Training WG), Joanne Kla (CVM – IT WG) and Mischelle Ledet (CFSAN – Workplanning WG) will begin working with each WG; all plan to attend the meeting in Fort Worth.

Facilitators for WG meeting – the following FDA staff will attend the meeting in Fort Worth and assist the WG chairs/co-chairs by serving as facilitators: Tim Weigner (Response), Training (Steve James), IT (Jill Sooter), and Workplanning (Tim Hughes).

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