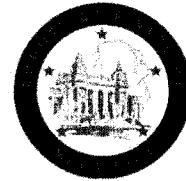


**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM  
3.16  
(ID # 5949)

**MEETING DATE:**

Tuesday, January 9, 2018

**FROM :** ENVIRONMENTAL HEALTH:

**SUBJECT:** ENVIRONMENTAL HEALTH: Approval of 2018 Grant Agreement between the United States Food and Drug Administration, Association of Food and Drug Officials, Retail Standards Grant Program and Riverside County Environmental Health Department. This grant award will be used for staff training. [All Districts] [\$3,000, FDA Grant 100%] Policy; 4/5 Vote.

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Accept grant agreement number G-T-1709-05630 between the United States Food and Drug Administration (FDA), Association of Food and Drug Officials (AFDO), Retail Standards Grant Program and Riverside County Environmental Health Department, for the period of February 2018 through October 2018, in the amount of \$3,000. This is a one time grant award.
2. Approve and direct the Auditor Controller to make the budget adjustment shown on the schedule A.

**ACTION:** 4/5 Vote Required, Policy

  
Steve Van Stockum, Director Environmental Health 12/13/2017

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Perez and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington and Perez  
Nays: None  
Absent: Ashley  
Date: January 9, 2018  
xc: Environmental Health, Auditor

Kecia Harper-Ihem  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 3,000	0	\$ 3,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: FDA Grant 100%</b>			<b>Budget Adjustment:</b>	Yes
			<b>For Fiscal Year:</b>	17/18

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The Department of Environmental Health submitted an application to the FDA for a grant project entitled, "All Aboard Sactown CEHA AES Train 2018!". This grant will allow staff to attend the California Environmental Health Association (CEHA) Annual Educational Symposium (AES), to be held in Sacramento, California. There they will attend educational seminars on FDA related food safety topics, and bring this knowledge back to share with other staff through continuing education training.

**Impact on Residents and Businesses**

This grant should have a positive impact on both residents and food facility businesses in Riverside County, as it will allow staff education on current food safety topics. This information can then be passed on to food facility operators, which will ultimately benefit the public as consumers.

**Additional Fiscal Information**

In order to attend the CEHA AES training, the department expects to expend the \$3,000 grant within this fiscal year. However, this was not anticipated when the FY 17/18 budget was developed. The budget adjustment noted below is proposed to rectify this issue.

**SCHEDULE A. BUDGET ADJUSTMENT**

**INCREASE IN APPROPRIATIONS:**

10000-4200400000--528140	Conference/Registration Fees	\$1,450
10000-4200400000--528960	Lodging	1,100
10000-4200400000--528900	Air Transportation	450

**INCREASE IN ESTIMATE REVENUE:**

10000-4200400000--751680	CA-State Grant Revenue	\$3,000
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SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA

*Scott Bruckner*  
\_\_\_\_\_  
Scott Bruckner 1/2/2018

VOLUNTARY NATIONAL RETAIL FOOD  
REGULATORY PROGRAM STANDARDS  
(RETAIL STANDARDS) GRANT PROGRAM



December 1, 2017

**Grant Number:** G-T-1709-05630

**Project Title:** All Aboard Sactown CEHA AES Train 2018!

**Award Value:** \$3,000.00

**Project Period:** February 1, 2018 to October 1, 2018

Lynne Wilder  
Program Chief  
Riverside County Department of Environmental Health  
4065 County Circle Dr.  
Riverside, California 92503

Dear Lynne Wilder:

We have approved your application for All Aboard Sactown CEHA AES Train 2018! as part of the Retail Standards Grant Program, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by you on behalf of Riverside County Department of Environmental Health to the Association of Food and Drug Officials (AFDO).

As part of your application your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Retail Standards Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

Your award is based on the above-title project application, submitted to and approved by AFDO, and is subject to the following terms and conditions:

- **The grantee must complete the full scope of work and all tasks outlined in the approved grant application by October 1, 2018 unless a written exception is granted by the AFDO Programmatic Point of Contact for this grant award.**
- **Any changes to the scope, tasks, deliverables, or expenses of this project must be approved in advance and in writing by the AFDO Programmatic Point of Contact prior to work being modified or completed.**
- The grantee must abide by the grant guidance for the program, available as a PDF file on the Retail Standards Grant Program portal at <http://afdo.org/retailstandards>. This portal is also the site where you can find additional information/updates regarding this grant program, and where you can log in for project status and submission of required reports.
- Per United States Department of Health and Human Services Grants Policy, expenses for food or beverage are generally not allowed unless it is part of a per diem allowance provided in conjunction with allowable travel.
- A Final Project Report must be submitted through the online grants portal no more than 45 days after October 1, 2018. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award, accompanied by the documentation specified in the reporting section of the grant guidance.
- As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with the FDA Voluntary National Retail Food Retail Program Standards, available at: [http://afdo.org/fda\\_vnrfrps](http://afdo.org/fda_vnrfrps).

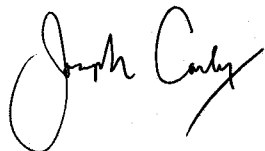
The amount of \$3,000.00 represents the full amount of funds to which you are entitled. Grant awards are made with the understanding that Retail Standards Grant Program staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

Please note, the Catalog of Federal Domestic Assistance (CFDA) number for this United States Food and Drug Administration grant, awarded to the Association of Food and Drug Officials (AFDO) on 8/11/2016, is 93.103. Your grant is considered a subaward under this AFDO grant.

If you have questions about this award, please contact your AFDO Programmatic Point of Contact. Additionally, the Retail Food Safety Specialist from your FDA Region is an integral part of your jurisdiction's successful completion of Retail Standards activities, and is available to assist with your funded project. Contact information for both individuals is listed below.

We appreciate your ongoing commitment to achieving greater conformance with the Voluntary National Retail Food Regulatory Program Standards.

Sincerely,



Joe Corby  
Executive Director  
Association of Food and Drug Officials  
2550 Kingston Road  
Suite 311  
York, PA 17402

**AFDO Programmatic Point of Contact:**

Michael Turner  
[retailstandards@afdo.org](mailto:retailstandards@afdo.org)  
(850) 583-4593

**Follow the link below to obtain contact information for the FDA Regional Food Specialist assigned to assist your jurisdiction:**

<http://afdo.org/retailstandards/fdaregionalcontacts>

cc: Daniel Lukash ([daniel.lukash@fda.hhs.gov](mailto:daniel.lukash@fda.hhs.gov))  
Catherine Hosman ([catherine.hosman@fda.hhs.gov](mailto:catherine.hosman@fda.hhs.gov))