

Category 4 - Food Protection Task Force (or Advisory Council)

Washoe County Health District

R-FPTF-1910-07844 | \$1,976.00 | Grant Year: Year 7 (Sept/Oct 2019)

Joint Nevada Food Safety Task Force and NvEHA Annual Educational Conference

Amber English
District Health Officer

INSTRUCTIONS

Click on the **Edit** button to edit the form. Click the **Save** button to ensure your data will not be lost before navigating away from the form. When you have completed the form, click **Submit**.

ORGANIZATION INFORMATION

Organization : Washoe County Health District
Primary Contact: Amber English
Jurisdictional Level: Local

AUTHORIZING OFFICIAL INFORMATION

The Authorizing Official is the person in your organization who provides supervisory oversight for this grant opportunity (often an organization's Financial or Grants Management Official).

Authorizing Official Title: Administrative Health Services Officer
Authorizing Official First Name: Anna
Authorizing Official Last Name: Heenan
Authorizing Official Email: AHeenan@washoecounty.us
Authorizing Official Phone: 775-328-2417

PROJECT INFORMATION

Which Standard(s) will this project help you meet? Select all that apply. Standard No. 2 - Trained Regulatory Staff, Standard No. 7 - Industry and Community Relations

TASK FORCE INFORMATION

These funds are intended for travel and training to existing food protection Task Force meetings or other Task Force sponsored events. Task Forces also include food advisory councils or committees that have the same or similar missions of a Food Protection Task Force and include states, locals, industry, and consumers in their membership.

Name the Task Force meeting or other sponsored event you want to attend.

*Please note the **Task Force (or Advisory Council) Meeting Name or Event** has a limit of 255 characters. The system will automatically truncate text longer than this amount.*

Meeting Name or Event: Joint Nevada Food Safety Task Force and NvEHA Annual Educational Conference

Project Start Date must start on or after 01/01/2020.

Project Start Date: 1/1/2020

Project End Date must be completed by 12/31/2020.

Project End Date: 5/30/2020

Amount Requested: \$1,976.00

(Minimum: \$500 / Maximum: \$3,000)

Topic Summary:

The agenda for the 2020 Nevada Food Safety Task Force (NFSTF) and Nevada Environmental Health Association (NvEHA) conference is not yet available. However, the conference generally focuses on identifying and addressing food safety issues pertinent to food manufacturing, distribution and retail sales and consumption within the state of Nevada. The conference provides an interactive forum to enhance communication and strengthen partnerships among various stakeholders in Nevada including representatives from regulatory agencies, academia, the food industry and consumer groups.

Meeting Participants:

Teresa Long, Environmental Health Specialist. In addition to conducting routine inspections and complaint investigations of retail food establishment, Teresa is assigned to the Program Standards subprogram and is a member of the HACCP review team. Teresa is a member of the NFSTF and is currently helping in the planning of the 2020 NFSTF/NvEHA conference to be held in Las Vegas, NV.

Chantelle Batton, Environmental Health Specialist. In addition to conducting routine inspections and complaint investigations of retail food establishment, Chantelle is assigned to the Foodborne Disease and Epidemiology subprogram and is responsible for conducting foodborne illness complaint and outbreak investigations and is the WCHD National Environmental Assessment Reporting System (NEARS) coordinator.

Outcomes:



WCHD's attendance and participation at this conference will provide staff the opportunity to share knowledge and experiences in order to seek solutions to food safety issues in Nevada. Conference attendance will enhance the WCHD's conformance with the following standards:

Standard 2 - Trained Regulatory Staff: conference attendance will help staff obtain the 20 contact hours of continuing education as required by Step 5 of the Standard 2 requirements.

Standard 7 - Industry and Community Relations: conference attendance will help the WCHD maintain conformance with the industry and consumer interaction requirement of Standard 7 by providing a forum to present information on food safety to industry and consumer representatives.

BUDGET INFORMATION

INSTRUCTIONS

1. Click the plus sign  to open the **Budget Worksheet**.
2. Provide start and end dates for the budget--*these should align with the Project Start and End Dates provided on the request form above.*
3. Fill in cost item descriptions in the Item column.
4. Fill in cost item amounts in the Budgeted column.
5. Click Save to save the **Budget Worksheet**.
6. To edit the **Budget Worksheet**, click the edit icon  to open the form.
7. The portal forms do not auto-save. You must click the **Save** button to ensure your data will not be lost.

Budget Worksheets

Budget Period	Budget	Actual	Variance
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Budget Period	Budget	Actual	Variance
2020 NFSTF/NvEHA Conference Budget: 1/1/2020 to 5/30/2020	1,976	0	1,976
Total	1,976	0	1,976

Budget Snapshot

2020 NFSTF/NvEHA Conference Budget 1/1/2020 to 5/30/2020			
	Budget	Actual	Variance
Airfare	800		800
Rental Car			0
Gas			0
Mileage			0
Hotel / Lodging	520		520
Federal Per Diem / Meals	296		296
Taxi / Shuttle	50		50
Other Transportation			0
Registration / Training Fees	250		250
Custom: Parking	60		60
Custom: 2			0
Custom: 3			0
Total	1,976	0	1,976

Budget Narrative (Maximum of 1,500 Characters):

2020 NFSTF/NvEHA Conference Budget:

Send Two Staff to the 2020 NFSTF/NvEHA Conference in Las Vegas, NV in April 2020:

Registration Fees \$125 x 2 staff= \$250

Air Transportation \$400 x 2 staff= \$800

Accommodations 2 nights @ 130 per night x 2 staff = \$520

Per diem (\$61/day x 2 days + dinner @ \$26/) x 2 staff = \$296

Ground Transport \$50

Parking 3 days @ \$10/day x 2 staff = \$60

Total \$1,976

VERIFICATIONS

You must create and save a **Budget Worksheet** before you can submit the form. After saving the Budget Worksheet:

1. Click the checkbox below to verify you completed the **Budget Worksheet**.
2. A pop-up box will appear.
3. Optional: the pop-up box has a Note field. Leaving a note here is optional.
4. Click the **Save** button to save your checkmark--*once checked, these cannot be unchecked.*