

**Oneida County Sewer District
CMOM Working Group Meeting
June 12, 2014**

I. FOG Public Education Materials

a. Brochures

Working group members reviewed the revised fats, oils and grease (FOG) brochures for residents and for food service establishments. No revisions or edits were suggested. The brochures will be translated into Chinese, Bosnian, Spanish, and Burmese.

b. Website

Working group members reviewed the draft FOG webpages. Links to documents such as forms, logs, and guidelines will be included on the website as developed to create a one-stop program information resource for residents and business owners. No revisions or edits were suggested.

II. Foodservice Establishment Program Documents

a. Letter

A draft initial inspection letter for foodservice establishments was presented to the group. Due to the amount of content, forms, and additional links, it was suggested to include a link to the FOG webpage in the letter. Once lists are made, the letter may also include approved haulers and best management practices. In order to approve haulers, there may be a specific training conducted to make them a part of the list. The mailing may also include a grease control device maintenance log.

b. Inspection Process

A proposed inspection process for foodservice establishments was reviewed. It was suggested that an initial visit be conducted to identify what systems are in place, what housekeeping practices are conducted, and other pertinent information. The second inspection would occur after an appropriate (to be determined) length of time. This second inspection would be more formal and result in a compliant or violation status determination. Depending on the municipality, the process is estimated to take one to two years to fully implement.

It was suggested that elements of the FOG program be incorporated into the codes inspection and planning board processes, wherever possible.

c. Plumbing Inspection Checklist

The plumbing inspection checklist is one possible approach that

inspectors could use to capture current foodservice establishment grease control practices. The information gained from this document would function as an inventory of existing equipment in the County's database and support future inspection efforts.

d. Foodservice Establishment Definition

Some institutions – such as schools, prisons, or community centers – may not fit the traditional definition of a “foodservice establishment,” yet they still encounter the need to dispose of FOG. Therefore, the working group agreed that all establishments that may prepare, serve or dispose of excess food should participate in the FOG program.

III. Next steps and task assignment

Before the next meeting, the working group has been asked to complete the following tasks:

- Gather an inventory of restaurants within their municipality, including contacts and addresses
- Suggest standard operating guidelines to be created or modified by the working group in 2014
- Suggest additional design and construction standards to be created or modified in 2014

IV. Next meeting:

July 24 at 9 a.m. at Marcy Town Hall (8801 Paul Becker Road, Marcy).