

**MINNESOTA FOOD SAFETY AND DEFENSE TASK FORCE**  
**Meeting Minutes**  
**November 12, 2024**

Today's meeting was held in Room B144, Orville L. Freeman Building, 625 Robert Street North St. Paul and via Microsoft Teams Video Conferencing platform.

The meeting was called to order at 1:30 PM.

Members present included: Amy Johnston, Jamie Kirkpatrick, Angie Wheeler, Julia Selleys, Chris van Twuyver, Steven Foster, Ruth Meirick, Erin Mertz, Carrie Rigdon, Stanley Osuagwu, Lolly Occhino, Tom Webber, Patrice Bailey, and Luke Meier.

Visitors present included: Keri Plude, Amy Zagar, Sadie Gannett, Jeff Luedeman, Julie Wagendorf, Meghan Melheim, Michelle Medina, Steve Barthel, Alida (Sorenson) Siebert, Mathew Gerths, Natasha Hedin, Evan Powell, Jennifer Stephe, Nicole Baysal, Anna Clarke, Dionne Meehan, Kip Fondrick, Chris Gindorff, Jayson Karas, Michelle Strand, Dan Opsahl, Melissa Holtz, Katherine Simon, Jane Knott, Heidi Varberg, Gabriel Wilson, Barb Schroeder, and Megan Jansa

**1. Dates and links**

- [Apply to become a member of the Food Safety and Defense Task Force - Food Oriented Consumer Group Representative](#)
- [University of Minnesota HACCP, Sanitation, and Auditing Workshop](#)
- [FDA Supplement to the 2022 Food Code](#)
- [AURI's Virtual Assistant - AVA](#)
- [Product Standards and the Salmonella Framework for Raw Poultry Products](#)
- [Initial and Renewal Process Minnesota Certified Food Protection Manager \(CFPM\)](#)

**2. The minutes from the May 2024 meeting were accepted with no comments.**

**3. Member and Visitor Updates**

**Ruth Meirick (Minnesota Farm Bureau):** The Minnesota Farm Bureau State Annual Meeting is coming up November 22 – 23 and will be in Minnetonka, Minnesota. Ruth recently attended the FBI Ag Threats Symposium. Trade secrets, farm visitors, and ransomware in small ag companies were a few of the topics on the agenda. It might be worth reaching out to them for future presentation ideas.

**Julia Selleys (Hennepin County):** A new public health director has started with the program. They will begin hiring for the City of Wayzata in January and they are also working on a cannabis ordinance.

**Angie Wheeler (Minnesota Department of Health (MDH)):** Angie shared that MDH has a new online portal for renewing Certified Food Protection Manager credentials. More information can be found on their initial and renewal process webpage – link provided above.

**Carrie Rigdon (Association of Food and Drug Officials (AFDO))** – Carrie shared an upcoming webinar opportunity from AFDO called Fresh Take Fridays. The next one will be on Nov. 22 and will cover handwashing evidence.

**Jennifer Stephe (Minnesota Department of Agriculture (MDA)):** The Dairy and Meat Inspection Division (DMID) has recently completed updating its Meat Program webpages. Jennifer also shared an upcoming HACCP, Sanitation, and Auditing Workshop hosted through the University of Minnesota. A link to purchase tickets is provided above.

**Kim Carlton (MDA):** Kim is the Program Manager for the Retail Food Inspection Program within the Food and Feed Safety Division at the MDA. She shared that the FDA recently released a supplement to the model food code. Minnesota's code was last updated in 2019.

**Chris van Twuyver (Food and Drug Administration (FDA)):** Chris provided that the HAF1W is now called the Office of Human Food Inspectorate (OHFI) Central Division 3.

**Jamie Kirkpatrick (Food Safety and Inspection Service (FSIS)):** Will be hosting public meetings in December on Salmonella as an adulterant. A link to the public meeting is provided above. They are also working on two recent Listeria recalls.

**Lolly Occhino (Agricultural Utilization Research Institute (AURI)):** In October, AURI launched a free virtual assistant named AVA (website provided above). AVA is an AI technology using curated data from AURI. AURI also received a one-time appropriation to assist small business owners around food safety and are working with a consultant on Phase II of the project.

**Luke Meier (North Central States Regional Council of Carpenters (NCSRC)):** Luke shared that their 8-hour awareness training for end users is complete and free for end-users.

#### 4. **MDA Food Licensing Modernization**

Jeff Luedeman, Assistant Division Director of the Food and Feed Safety Division at the MDA shared a potential food licensing model. His presentation slides are attached. Additional items to address at the next meeting (or in the interim if available) included:

- What stakeholders didn't like and how addressing those issues was built into the

model?

- What are the new system's risks, cons, and challenges?
- What are the clear benefits to the greater population?

It would be good to share the final reports from the Improve Group with the task force when they are available.

## **5. Task Force Admin Discussion**

### **Membership**

Six new members were recently appointed. There is still one open vacancy for a Food-Oriented Consumer Group Representative. A link is provided above for anyone interested in applying.

The task force is seeking a new Chair and Co-Chair. These positions should be filled by someone in the food industry or academia according to the Terms of Reference. Nominations will be taken at the next meeting and expectations of these positions will be shared in advance of the meeting.

### **Survey Results**

Natasha shared some of the results and trends from the Needs Assessment Survey with the group. Thoughts and comments regarding the results included:

- It would be helpful to share the FSDTF mission statement and statute drivers with the group at each meeting for shared awareness.
- The group could consider a cohosted cross-pollination of Minnesota Food Defense-related groups. This could create more visibility for the task force, and it would be good to hear what other groups are talking about. Many liked this idea with a clear tie-in with the desire for food safety focus and resource development.
- Resource development listed as a top priority – what does that mean exactly? There are a lot of resources already out there. Perhaps this could be a shift into legislative recommendations.
- Some like member updates, even though it was ranked low for others.
- At the next meeting, the group should look at the “big buckets” of potential changes: format, subcommittees, terms of reference requiring changes, statute, special meetings, and open meeting law for additional discussions.

Natasha will share the full results of the survey before the January meeting.

## **6. Potential Agenda Items for January**

- Food Innovation Team – 2-year report
- Food Safety Preventive Control Alliance – Human Food Curriculum version 2.0 (might be an option for an update on the change)
- Presenter to talk about public/private partnership for food traceability

# Minnesota Food Safety and Defense Task Force

November 12, 2024

# Agenda

1:30 p.m. – 2:00 p.m.	Welcome and Around the Room	FSDTF Members and Participants
2:00 p.m. – 2:45 p.m.	MDA Food Licensing Modernization	Jeff Luedeman, MDA
2:45 p.m. – 2:55 p.m.	Break	
2:40 p.m. – 3:00 p.m.	Task Force Admin Discussion <ul style="list-style-type: none"><li>• Survey Results</li><li>• Strategic Planning</li><li>• Chair &amp; Co-chair positions</li><li>• Subcommittees</li></ul>	FSDTF Members and Participants
3:20 p.m. – 3:30 p.m.	Solicit Agenda Items for the Next Meeting	FSDTF membership and participants

# Welcome and Around the Room

- Call for changes to the May Meeting Minutes
- Around the Room
  - Share any updates regarding your organization, conferences, or trainings you attended, job opportunities, etc.
  - Type your name into the meeting chat box
  - Call on the individual after you

## New Governor-appointed Members:

- Carrie Rigdon - At-large Member
- Thomas Webber - At-large Member
- Steven Foster – Health or Food Professional
- Stanley Osuagwu – Health or Food Professional
- Julia Selleys – Local Food Inspection Agency Representative
- Ruth Linkenmeyer Meirick – Statewide Farm Organization Representative
- *Vacant - Food-oriented Consumer Group Representative*

# Chair and Vice-chair Positions

- Appointed members will elect a Task Force chair every four years
  - The chair will be a member of the food industry or academia
- Appointed members will elect a Vice-Chair to serve in the absence of the chair.
  - The vice-chair will represent the task force for a period of four years at which time, if the appointed members choose, the vice-chair can become chair.
- General attendees are not allowed to vote





# Overview of MDA's Potential Food Licensing Model

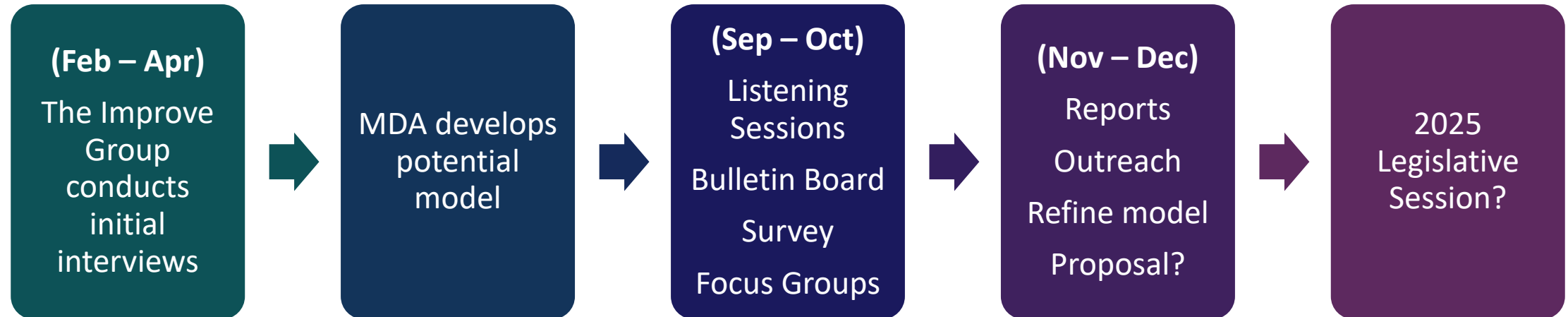
Katherine Simon, REHS | Division Director

Jeff Luedeman, MS, REHS | Assistant Division Director

# Historical Context

- Current system of licensing established in 1971
- Last major modification of MDA licensing was in 2003
- Barriers due to system of classification and place of business
- Classifications have been challenging for innovative business models
- System does not clearly relate to food safety risk or programs

# Timeline



# Desired Outcomes

- Simplification
- Business access
- Business innovation
- Business adaptation / evolution
- Conveys food safety risk

# Current Licensing Classification – Type of Sale

Retail Food  
Handler

Wholesale Food  
Handler

Wholesale Food  
Processor or  
Manufacturer

Mobile Food  
Handler

Food Broker

# Potential Licensing Classifications – Scope and Scale

Home Food  
Processor

Small-Scale Food  
Handler

Food Handler

Mobile Food  
Handler

# Home Food Processor

## Description of Category

- Minnesota residential kitchen
- No fee for preoperational plan review
- Menu: non-TCS foods & TCS foods frozen or refrigerated
- Single license for:
  - Separate preparation and storage locations
  - Offsite sales of pre-packaged food items
- License follows licensee (relocation)
- Mail delivery of non-TCS foods

## Conditions / Limitations on Category

- Sales direct to consumer with possible distributor function
- No HACCP / specialized process or game animal
- No processing meat / poultry / fish / juice / raw egg / dairy
- No reheating / cooling cooked TCS foods
- Cottage foods subject to Cottage Food Exemption – not comingled

# Home Food Processor Examples

- A person who prepares and sells value-added products from a residential kitchen in Minnesota direct to consumers.
- Potential distributor function:
  - Licensable food co-packed / meat products processed (with USDA/E2 seal) as a service
  - Commodities / packaged food products to other Home Food Processors for retail
- Non-TCS foods and qualified refrigerated or frozen TCS foods such as cakes, pies and processed and packaged produce, sandwiches, salads, etc.
- No additional license for offsite sales of prepackaged foods.



# Small-Scale Food Handler

## Description of Category

- Facilities & equipment meet GMP at minimum or Minnesota Food Code
- Sales direct to consumer and to others for resale
- Retail and manufactured food activities (endorsements)
- Single license for:
  - Separate preparation and storage locations
  - Offsite sales of pre-packaged food items
- License follows licensee

## Conditions / Limitations on Category

- Sales cap
- No primary residential kitchen
- Preoperational construction plan review
- Fee structure based on sales and level of risk

# Small-Scale Food Handler Examples

- A person / small business operating from:
  - a shared commercial kitchen,
  - an additional kitchen at a residential / farm premises, or
  - a commercial kitchen offsite from residence
- A business that is not principally about food but is regularly engaged in food sales
- Food shelves
- Aggregated raw agricultural commodities
- No additional license for offsite sales of prepackaged foods.

# Food Handler

## Description of Category

- Facilities & equipment meet GMP or Minnesota Food Code as applicable
- Sales direct to consumer and to others for resale
- Retail and manufactured food activities (endorsements)
- No additional license for offsite sales of pre-packaged food items

## Conditions / Limitations on Category

- No primary residential kitchen
- Preoperational construction plan review per MS 28A.082 as applicable
- Additional license for separate place-of-business activity
- Fee structure based on sales and level of risk

# Food Handler Examples

- Some prepackaged food stores
- Convenience / grocery stores / meat markets
- Food salvaging
- Food processing for resale
- Food storage warehouses
- May be engaged in specialized processes / HACCP
- No additional license for offsite sales of prepackaged foods.

# Mobile Food Handler

## Description of Category

- Meets Minnesota Food Code or GMP as applicable
- Sales direct to consumer and to others for resale
- No change in classification of mobile food handler types
- No license required for retail food vehicle, portable structure, or cart if selling prepackaged food as extension of business with Home Food Processor, Small-scale Food Handler, or Food Handler license

## Conditions / Limitations on Category

- Preoperational construction plan review per MS 28A.082 as applicable
- Subject to licensing periods in MS 157.15 for mobile units, seasonal temporary or seasonal permanent food stands, and special event food stands
- No specialized process / HACCP, food salvage, or bottling
- Additional license for each additional unit or type

# Mobile Food Handler Examples

- Mobile food units, seasonal temporary and seasonal permanent food stands, and special event food stands
- Retail food vehicles, portable structures, and carts
- Mobile units, food stands, and possibly retail food vehicles, structures, or carts at:
  - fairgrounds
  - farmers' markets,
  - community events,
  - other places of business such as wineries and farm / orchard locations, etc.

# Summary of Potential License Categories

	Home Food Processor	Small-Scale Food Handler	Food Handler	Mobile Food Handler
<b>Sales</b>	Retail, possible distro	Retail and wholesale	Retail and wholesale	Retail and wholesale
<b>Plan review</b>	Yes, no fee	Yes	Yes	Yes
<b>Sales cap</b>	Possible	Yes	No	No
<b>Facilities and equipment</b>	Primary residential kitchen	GMP minimum	GMP or MN Food Code as applicable	GMP or MN Food Code as applicable
<b>License</b>	<ul style="list-style-type: none"> <li>• Annual</li> <li>• Multiple activities</li> <li>• Follows licensee</li> <li>• Offsite sales extension (PPF)</li> </ul>	<ul style="list-style-type: none"> <li>• Annual</li> <li>• Multiple activities</li> <li>• Follows licensee</li> <li>• Offsite sales extension (PPF)</li> </ul>	<ul style="list-style-type: none"> <li>• Annual</li> <li>• Per place of business</li> <li>• Offsite sales extension (PPF)</li> </ul>	<ul style="list-style-type: none"> <li>• Annual</li> <li>• Statewide</li> <li>• Per unit or type</li> </ul>
<b>Food safety risk</b>	Menu limitations	Fee structure	Fee structure	Fee structure / limits
<b>Other</b>	Delivery by mail	License fee scale		

# Closing Remarks

- Potential to prorate initial license fee, quarterly or fraction thereof
- Clarify sales to self or same legal entity
- Aiming to provide a simplified licensing structure that:
  - bridges licensing exemption to food handler
  - supports business access, innovation, and evolution
  - conveys food safety risk





# Thank you!

**Katherine Simon**

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**Jeff Luedeman**

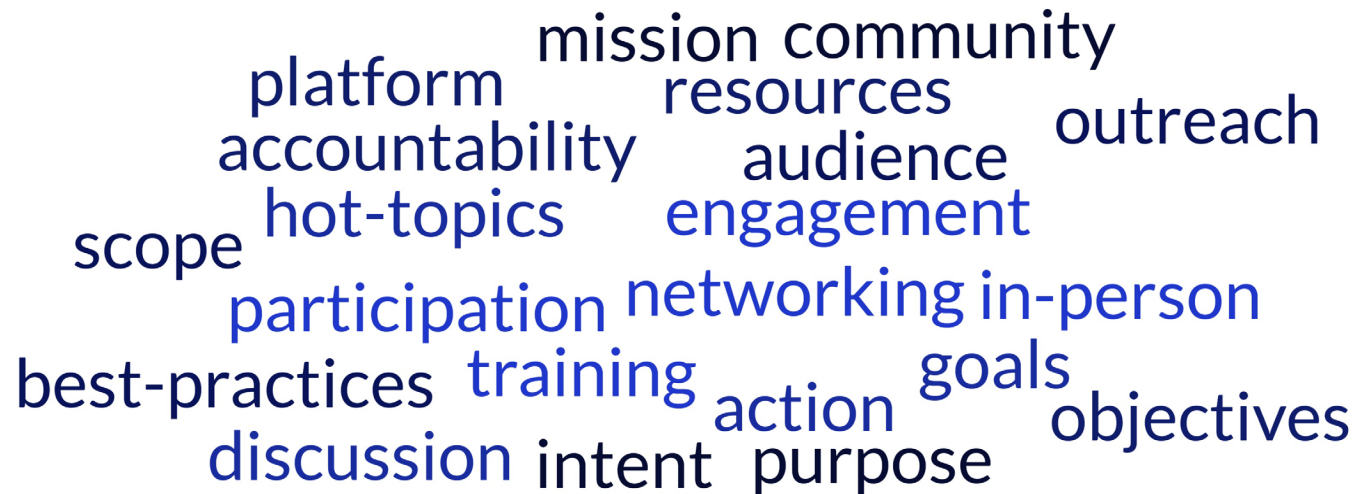
[Jeff.luedeman@state.mn.us](mailto:Jeff.luedeman@state.mn.us)

651-331-9151

# Task Force Admin Updates

# Needs Assessment Survey Results

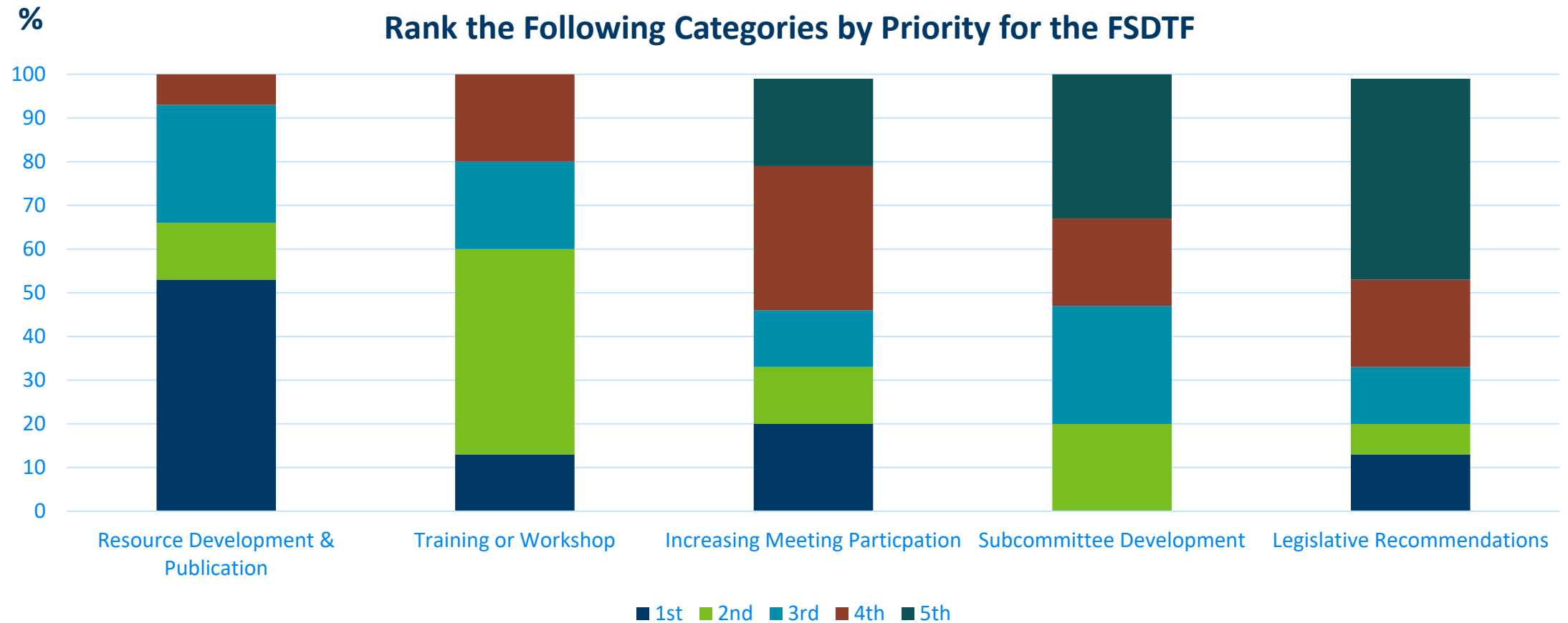
## Q1) Ideas and Recommendations



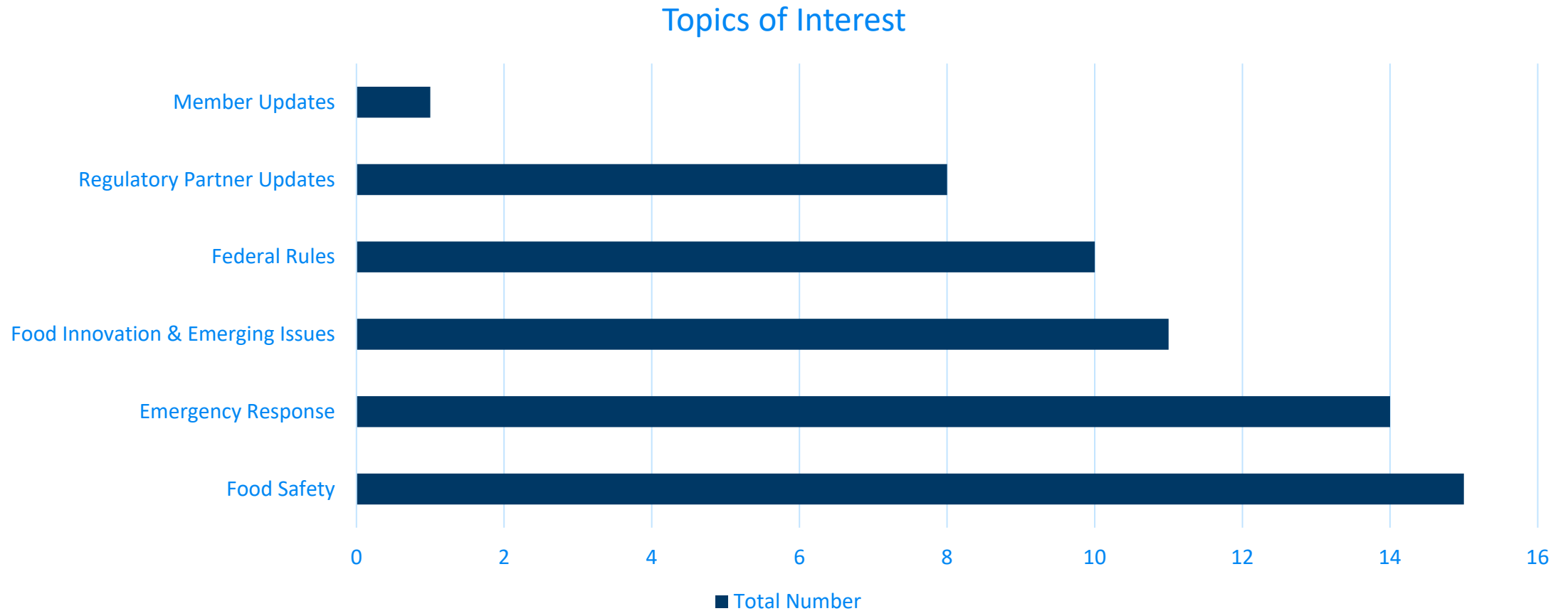
A word cloud of survey responses, with words arranged in a roughly circular shape. The words are in various shades of blue and black. The words included are: mission, community, platform, resources, outreach, accountability, audience, engagement, scope, hot-topics, participation, networking, in-person, best-practices, training, action, goals, objectives, discussion, intent, and purpose.

mission community  
platform resources outreach  
accountability audience engagement  
scope hot-topics participation networking in-person  
best-practices training action goals objectives  
discussion intent purpose

# Survey – Priorities



# Survey – Topics of Interest



# Meeting Format

- Fully virtual or fully online – everyone feels included
- Two in person and two online
- More in-person and increased attendance
- Move location throughout the state
- Four meetings a year
- Add a tour or training to a meeting
- Have subcommittees meet every other time
  - Work on action items and report out
- Allow collaborative time in the meeting for workgroups
- Like current format

# Other Thoughts

- Continue the around the room
- Enjoy the group and connections
- More development work that would benefit the industry and broader community
- FSMA 204 fast approaching – how is this being addressed or discussed?
- Meeting recordings?
- More Federal speakers



# Next Steps - Discussion

- Thoughts
- Reactions
- Priorities

# Call for Agenda Items

January 21, 2025 – 1:30 – 3:30 pm

Thank you