

**Food Innovation Team  
Meeting Minutes  
January 15, 2019**

Today’s meeting was held in Room B463, Orville L. Freeman, 625 Robert Street North St. Paul.

Members present included: Julia Selleys, Lorrene (Lolly) Occhino, James Roettger, Kathy Zeman (via WebEx), Jane Jewett, James Backstrom, Lauri Clements and Molly Hermann.

Visitors present included: Natasha Hedin and Katherine Simon.

**1. Upcoming Dates**

The next Food Innovation Team (FIT) Meeting will be Tuesday, March 19 – location to be determined.

**2. Case Review – America Stay Inn**

FIT membership reviewed its second official case: America Stay Inn owned by Nila Patel. The current business model and key issues identified were reviewed and discussed at length by FIT members. A draft recommendation report was created. The recommendation report will be finalized and distributed to Nila Patel. An update on the recommendation report will also be given at the MN Food Safety and Defense Task Force meeting this afternoon by Jane Jewett.

The following table was used to discuss the case:

**Table 1: America Stay Inn – Possible Scenarios**

	<b>Scenario 1</b>	<b>Scenario 2</b>	<b>Scenario 3</b>
<b>Food Prep</b>	Home	Home	Home
<b>Food Storage</b>	Home	Home	Home
<b>Advertise/Food Display</b> *all allowed under 28A.152 but cottage food product for sale or display may not be allowed in a licensed food establishment under the Food Code/either MDA or MDH licensed food establishment	Internet (pics on website)	On table in lobby - or in boutique <i>can't sell it in either location</i>	Pictures, posters in hotel lobby + Homemade notice
<b>Homemade Notice at <i>point of sale</i></b>	Internet	Internet	Point of sale "sale" takes place in the "home"

<b>Delivery</b>	Hand off directly to customer - room, lobby, customer's room	Hand off directly to customer - room, lobby, customer's room	Hand off directly to customer - room, lobby, customer's room
<b>Related Business</b>	Lodging establishment - not licensed retail food est.	Lodging establishment - not licensed retail food est.	Lodging establishment - not licensed retail food est.

After the case review was completed FIT members discussed the importance of having a detailed PSIF completed highlighting the FBO goals. Importance was also stressed that when reviewing a case the group should diagram the case right away outlining options, to keep a balance between answering specific case questions and resolving broader applications.

### 3. FIT Administrative Tasks

Natasha Hedin, MDA, lead a review of updates to the MNFSDTF website. A FIT subcommittee page has been added to the website, including public access to the FIT Standard Operating Procedure and related documents. There was also a discussion concerning the public facing database for housing recommendation reports. Options discussed included an Excel document or Google Drive document. It may be optimal to have the database include a URL link to actual recommendation reports. The MDA will continue to look into options for the public database between now and the March meeting.

The group also briefly discussed the recommended updates to the SOP timeline. Natasha will work on updating the SOP and circulating it to the group for feedback/comments.

FIT members that have not logged into FoodSHIELD should do so or contact Natasha for assistance.

### 4. Additional Agenda Items

The group briefly discussed the Norovirus Outbreak AAR from Olmsted County concerning the hockey banquet and homemade cookies. Consensus was determined that training regarding Norovirus needs to be added to Cottage Food training. Natasha will share the report with FIT members when circulating the meeting minutes.

### 5. Agenda Items for Next Time

#### a. New Cases

#### b. Administrative Topics:

- Regulatory Review - what does the process look like?
  - Review MOA between MDH and MDA.
  - What does a delegated agency agreement look like?
- Review FIT one pager/flow diagram for edits.