NECAFS Workgroup
Project Update

Roadmap to Resources
Management Plan

**NECAFS Management Team**
Oversees funding and assesses project progress and outputs

**NECAFS Staff**
Execute project aims, seek input and guidance from Resources Subgroup

**Resources Subgroup**
Steers project activities, reviews outputs, oversees project completion, and reports progress to the NECAFS Management Team
Resources Subgroup

• Jason Bolton, Ph.D., Associate Extension Professor and Food Safety Specialist, Academic Director of Innovation Engineering, University of Maine
• Amanda Chin, Undergraduate Extension Researcher, University of Massachusetts Food Science Program
• Cathy Davies, CEO, Food Industry Employment Program
• Beth Demmings, Ph.D., Program Coordinator, Institute for Food Safety at Cornell University
• Chelsea Matzen, FSMA Project Director, National Farmers Union
• Billy Mitchell, FSMA Training Coordinator, National Farmers Union
• Dr. Michele Pfannenstiel, CEO Dirigo Food Safety | The Smallholder Food Business Development Institute
• Rohan Tikekar, Ph.D., Assistant Professor and Extension Specialist, University of Maryland
• Christopher Von Achen, Extension Research Assistant, University of Massachusetts Food Science Program

NECAFS Staff Support

• Andrea Gilbert, Graduate Assistant, University of Maryland
• Dave Seddon, MBA R.D. L.D., CEO/SQF Auditor, Peakcore, LLC | CEO, Maine Farm and Sea Cooperative

Want to join the Resources Subgroup?
Contact Beth Demmings
emt32@cornell.edu
Project Summary

- Develop a roadmap to direct small processors who are impacted by the FDA’s Food Safety Modernization Act (FSMA) Preventive Controls for Human Food (PCHF) Rule to relevant resources.
- Build a catalog of resources under defined categories specific to the needs of small processors.
- Electronically publish and distribute the roadmap.
Approach

1) Create content outline
   a) Explain purpose and provide guidelines for use
   b) Define and describe categories to classify resources
2) Identify and pool resources for each category
3) Review and finalize list of pooled resources
4) Design content layout
5) Evaluate roadmap and conduct pilot testing
6) Rework based on feedback
7) Final review
8) Electronic publication and distribution
<table>
<thead>
<tr>
<th>Category</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complying with the PCHF Rule</td>
<td>Tools for determining exemptions or modified requirements for the Preventive Controls for Human Food (PCHF) rule and resources on how to comply with basic requirements of the PCHF rule.</td>
</tr>
<tr>
<td>Developing a Food Safety Plan</td>
<td>Resources for developing an easy-to-follow and compliant food safety plan.</td>
</tr>
<tr>
<td>Sanitation Standard Operating Procedures</td>
<td>Resources and trainings for developing sanitation standard operating procedures (SOPs; also known as SSOPs).</td>
</tr>
<tr>
<td>Good Manufacturing Practices</td>
<td>Resources and trainings for developing and implementing good manufacturing practices (GMPs).</td>
</tr>
<tr>
<td>Validation Studies and Processes</td>
<td>Studies and other documentation required to justify process preventive controls in a food safety plan.</td>
</tr>
<tr>
<td>Allergens</td>
<td>Resources for creating and executing an allergen management program.</td>
</tr>
<tr>
<td>State and Local Regulations</td>
<td>Information about state specific regulations, with links cataloged by each state represented in NECAFS.</td>
</tr>
<tr>
<td>Production Specifications</td>
<td>Product development guidelines to ensure food quality and safety.</td>
</tr>
<tr>
<td>Extension and Consulting Services and Resources</td>
<td>Extension and consulting services, trainings and resources to assist stakeholders in meeting PCHF rule requirements such as developing food safety plans or obtaining a scheduled process.</td>
</tr>
<tr>
<td>Funding Opportunities</td>
<td>Grants and other funding sources for improving and expanding food safety operations.</td>
</tr>
<tr>
<td>Directory of Services</td>
<td>Contact information for state, extension, and consulting personnel or programs.</td>
</tr>
</tbody>
</table>
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Food Safety Resources Rubric Development*

- Assessment using Likert Scale:
  - Quality
  - Content
  - Reliability/credibility
- Total score range:
  - 7 (i.e. poor resource) to 35 (i.e. exceptional resource)
- Additional closed questions (i.e. yes or no):
  - Accessibility
  - Usability
  - Recommendation to incorporate

*Designed based on rubric originally developed by students Amanda Chin and Chris Von Achen in Amanda Kinchla’s program at UMass Amherst.
Resources Identified To Date

- **Resources** compiled at last year’s NECAFS Conference
- PCQI Training Resources (from Nicole Richards, University of Rhode Island)
- IFS@CU Website *Meeting Regulatory Requirements in New York State*
  instituteforfoodsafety.cornell.edu/resources/meeting-regulatory-requirements

- Others???
Poll

- Can you name a program website that has PCHF rule resources?
Timetable: Steps to Create Content

- March 2019: Create content outline
- May 2020: Identify and pool resources
- July 2020: Review list of resources
- August 2020: Finalize content
Timetable: Steps to Publish

- **September 2020**: Design content, layout
- **October 2020**: Evaluate and conduct pilot testing
- **January 2021**: Rework, proof, and publish
Questions???

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