

RESOLUTION NO. 2015- _____

A RESOLUTION AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS FOR A FOOD AND DRUG ADMINISTRATION PROJECT TO BE IMPLEMENTED BY THE VINELAND HEALTH DEPARTMENT.

WHEREAS, the City of Vineland, Department of Health, has been selected to receive an award from the National Association of County and City Health Officials, in the amount of \$16,000.00, for a Food and Drug Administration Project - Voluntary National Retail Food Regulatory Program Standards Mentorship Program, for the period December 2015 through August 31, 2016; and

WHEREAS, it is the desire of the City of Vineland to accept said grant award; now, therefore,

BE IT RESOLVED by the City Council of the City of Vineland as follows:

1. THAT the Mayor and City Clerk of the City of Vineland be and the same are hereby authorized to execute an agreement and such other related documents as required with the National Association of County and City Health Officials.
2. THAT the City of Vineland agrees to undertake its obligations under the grant agreement.

Adopted:

President of Council

ATTEST:

City Clerk

Reid Wanda

From: Garbarino Jeanne
Sent: Wednesday, November 25, 2015 1:56 PM
To: Dickenson Bob; Gallo Greg
Cc: Reid Wanda
Subject: NACCHO Mentorship grant Year 5

Good Afternoon!

Please put the acceptance of the above-noted grant on City Council agenda as soon as possible for us.

This grant is Year 3 for us. It requires me to be a mentor to 3 other Health Departments in the United States (One from N. Carolina, one from Wisconsin and one from northern NJ). I will have to call them once a month and they will come here for on-site training for 2 days in the spring. My training materials are already created from previous years and will take up no extra time to develop. For this effort on my part, we will receive \$16,000 towards furthering our retail food protection program. It will be spent as follows:

Overtime- (for inspections that must occur in the evenings or on the weekends and teaching of 1 food safety class in the evening)= \$4428

Supplies- (thermal imager, data logger, dishwasher thermometers and accessories for our laptops)= \$3,359

Printing and Postage- (for printing and mailing of 500 food safety calendars, created by our school children and for printing of other educational materials)= \$4,400

Training- (for various training/courses for the food inspectors to stay current with food safety knowledge or to increase their skills)= \$3,813

There are no matching funds required. If there are any questions, please feel free to contact me.

Jeanne C. Garbarino
Principal REHS
Vineland Health Department
856-794-4000 ext. 4326



Reid Wanda

Subject: FW: Vineland Health Department: NACCHO Mentorship Program for the Retail Program Standards Notification and Forms

From: Amy Chang [<mailto:Achang@naccho.org>]
Sent: Wednesday, November 25, 2015 10:17 AM
To: Garbarino Jeanne
Cc: Jennifer Li; Salsbury, Peter A (Peter.Salsbury@fda.hhs.gov); Stephen.Hughes@fda.hhs.gov; Tiara Smith
Subject: Vineland Health Department: NACCHO Mentorship Program for the Retail Program Standards Notification and Forms

November 25, 2015

Dear Jeanne:

Congratulations! On behalf of the National Association of County and City Health Officials (NACCHO), I am pleased to announce that Vineland Health Department has been selected to participate as a mentor local health department in the Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards) Mentorship Program. Your jurisdiction is one of 27 sites selected to collaborate and partner directly with NACCHO through support from the Food and Drug Administration (FDA).

It is exciting to have so much interest from around the nation focused on building capacity for integrating the Retail Program Standards at local health departments. Since NACCHO received several strong applications nationwide looking for mentorship, your agency's ability and willingness to mentor three jurisdictions is appreciated. As such, this will allow more health departments to participate and benefit from the mentorship program.

Your jurisdiction will be matched with three mentees, Chatham County Public Health Department (NC), Englewood Health Department (NJ), and North Shore Health Department (WI), who will need guidance on Standards 1, 2, 3, 4, 5, 6, and 7. NACCHO is pleased to award funding in the amount of \$16,000 for the period December 2015 – August 31, 2016. **Please hold off on contacting mentees as they will not be notified until next week.**

Next Steps:

- Please confirm your acceptance by **December 2, 2015** to Tiara Smith (tsmith@naccho.org).
- The plan is to schedule an orientation call in the coming weeks. You will receive separate requests via email through Meeting Wizard asking for your availability in identifying a date and time that works for all selected local health departments participating in the mentorship program.
- Complete the attached Vendor Information Form and return the form to Tiara Smith (tsmith@naccho.org) by **December 2, 2015**.
- Since the awarded amount is different from the originally proposed budget, please complete the attached Budget Request Form and return (see attached directions for further clarification) and return to Tiara Smith (tsmith@naccho.org) by **December 2, 2015**.
- Upon receipt of the Vendor Information Form, a contractual agreement will be forwarded via email in the coming weeks.

NACCHO and FDA staff looks forward to working with you and your colleagues on this important endeavor. A hard copy of the notification letter will also be mailed to you. Please do not hesitate to contact me at (202) 507-4242 or jli@naccho.org if you have any questions.

Regards,

Amy Chang on behalf of Jennifer Li (Director, Environmental Health, Health and Disability)

Amy Chang, MS,
Program Analyst,
Environmental Health

National Association of County and City Health Officials (NACCHO) | 1100 17th Street NW, 7th Floor | Washington, DC 20036

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