

MDA Food Service Planning Calendar 2009

***LHD action items appear like this.**

January 2009

Routine Items	Unique Items
<u>*1st quarter food service report due.</u>	Updated STFU list issued to LHD's.
MDA issues Food & Dairy annual report.	1-8-09 Standardized trainer sessions: Field Evaluation Worksheet training
*January 19th - begin issuing 2008/09 licenses. Updated license application posted to MDA website for use by LHDs.	Food Code / Food Law 3 day training course on January 20-22, 2009 in Lansing.
MDA issues STFU/Mobile stickers for 09-10	Begin E-Health Development
	Develop Inspection Form Review Work Group

February 2009

Routine Items	Unique Items
MDA sends food service licensing database to DMB with order for printing and mailing license applications and licenses to local health departments.	
Kalamazoo Accreditation 2nd – 6th	
BHSJ Accreditation 23rd – 27th	

March 2009

Routine Items	Unique Items
<u>*LHD's receive and begin processing 09/10 food service license applications and pre-printed licenses from MDA.</u>	
By April 1, MDA issues legislative report- "LHD conformance with MPR requirements".	MEHA AEC, March 18-20, Traverse City
MDA's review of CPBC Contract begins.	
Marquette Accreditation 9th – 13th	
Lapeer 16th – 20th accreditation 17th- 21st	

April 2009

Routine Items	Unique Items
Delta- Menominee Accreditation 20th – 24th	April 14- Final drafts of proposed changes to the funding formulas for all programs presented to the MALPH Funding Issues Committee for approval.
<u>*2nd quarter food service report due.</u>	Standardized trainer sessions:

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May 2009

Routine Items	Unique Items
*Food service establishment licenses expire May 1. 2009/10 food establishment licensing year begins.	
Chippewa Accreditation 4 th -8 th	
Ottawa Accreditation 18 th -22 nd	

June 2009

Routine Items	Unique Items
Muskegon Accreditation 1 st – 5 th	
MDA gives final approval for local health CPBC Contract.	

July 2009

Routine Items	Unique Items
Tuscola Accreditation 20 th – 24 th	Standardized trainer session:
	FDA “Managing Retail Food Safety” course, July 14-16 (tentative)
*3rd quarter food service report due.	

August 2009

Routine Items	Unique Items
Grand Traverse Accreditation 3 rd – 7 th	
MDA sends fee adjustment memo to LHD's based on increase in CPI.	

September 2009

Routine Items	Unique Items
Huron Accreditation- 28 th – Oct 2 nd	E.H. Director's Conference, September _____

October 2009

Routine Items	Unique Items
*4th quarter food service report due.	Premier Public Health Conference Oct _____
VanBuren/Cass Accreditation 5th – 9th	MEHA Food Conference Oct _____
Sanilac Accreditation 19 th – 23 rd	FDA Regional Conference / NCAFDO-North Dakota Oct _____
Order STFU and Mobile Stickers	Send out FSET Grant Proposal Application
Standardized trainer session:	

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November 2009

Routine Items	Unique Items
MDA sends list of outstanding food service licenses to LHD's.	FSEAC Committee meets to assess effectiveness of consumer and industry education grants and review new grant applications.
Food and Dairy annual report draft developed	Send to Lynne Stauff intent to revise any MPRs for following year.
MDA approves LPHO budgets	
DHD #4 Accreditation- 2nd – 6th	
St. Clair Accreditation Nov 30th – Dec 4th	Start Prep for January Food Code / Food Law class

December 2009

Routine Items	Unique Items
<u>* Local health provides MDA with all current license year changes, deletes, and voids by 12/31.</u>	
<u>*Local health submits request for window envelopes to MDA, if needed, by 12/31.</u>	Begin registering staff for 3 day Food Code / Food Law training course to be held on January _____ in Lansing. To register go to: https://mi.train.org.
<u>*Local health submits request for printed 08/09 blank license applications by 12/31.</u>	MDA send memo regarding cutoff for annual licenses in January
Food and Dairy annual report draft developed.	MDA issues STFU/Mobile stickers for 09-10
St. Clair Accreditation Nov 30th – Dec 4th	
Bay Accreditation- 7th – 11th	