**FSAG Meeting Minutes—10/17/2011**

At this meeting, the following items were discussed and/or addressed:

**FSAG Food Safety Classes:** A discussion was held on continuing the classes and scheduling of the classes. It was decided to keep the classes going and to offer both evening and daytime classes again for the coming year. (Class schedule dates to be determined.) A discussion was also held of ways to get the word out more effectively. Procedures in place already include:

* Flyers distributed by sanitarians during inspections.
* E-mail reminders of upcoming classes to FSAG members and Chefs & Cooks organization.
* Inclusion of class summary and schedule in EHS annual newsletter; mailed out with annual license renewals.

Additional recommended procedures:

* Add FSAG classes to RiverStone Health Website**—**include under both the education and food service areas. Perhaps some type of special emphasis could be added to attract the attention: color? flashes? etc. (Melinda will check with sanitarian who coordinates on EHS web design.)
* In newsletter article, add emphasis for Fair Employees—stress that the FSAG class can serve as their fair training and they would have ability to get the training completed sooner.
* ServSafe Alcohol Classes (?)—while there is an interest in the community for this type of training to meet liquor license requirements, it does fall outside the original intent of FSAG formation which was to address the concern of the community for Food Safety Training.

**FSAG Events Suggestions**:

Holiday Food Safety Awareness event—recommendation to hold FSAG event to give away thermometers and flyers at local grocery stores. Event would be advertised and promote via a Public Service Announcement format; possible time frame for the week before Thanksgiving (?). Team will need to arrange for donations of thermometers if event is to be held. Bernie will check with the Beef Council, FSA and Sysco. Melinda will check with other restaurant supply stores, Wal-mart and Costco. Other donation sources? For the next 2 weeks, team members will work on obtaining thermometers, then additional meeting to be held to organize events.

Food Safe Media Campaign: Provide another video announcement on food safety as done previously; to be distributed through public service system. Bernie will check with her contact Roger to determine the cost of production and provide details at next meeting.

Food Show Participation. Proposed to set up a booth at food shows to promote FSAG and the classes offered:

* Use FSAG banner and board (where are these?—need to locate them.)
* Have members take turns in the booth.
* Give out flyers on FSAG classes and ServSafe classes, food safety booklets, ServSafe posters, etc.
* Recommendation was made to try to have booth recommended near the “bacon section” as it draws a lot of interest.☺

Montana Food Star Promotion. Since many of the managers who consistently send employees to the FSAG food classes are mangers of Food Star facilities, increasing awareness of the Food Star and it’s training component can lead to a greater number of trained employees and more utilization of the FSAG classes. Melinda will check on posting of Montana Food Star facilities on RiverStone website; also contact Christine Cox at MT DPHHS on progress on for posting of Montana Food Star Awards on State Department of Health’s website.

Meeting was adjourned with plans to meet near the beginning of November for further progress on Holiday Food Safety event.