



EMD News & Notes

Fall 2012 Edition

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www.emd.saccounty.net

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FROM THE DIRECTOR



EMD incorporates change into almost all the programs that we administer. In this issue we share information regarding legislation that will allow home businesses to produce certain non-potentially hazardous foods (those least likely to grow or sustain pathogens). That doesn't mean other contaminants won't find their way into the food stream, but we are

being challenged to reduce those risks with this new industry. We will rely heavily on our Information Technology team to assist us in providing training, information on product recalls, and in lending support to new businesses so that they can be safe.

EMD is also changing how we administer our cross-connection program. This program keeps contaminants out of our drinking water. We are using new technologies to provide connection testers with more control of their data which will, in turn, help contain program costs. We call it our "portal" and it will have many future uses.

Our fees have not increased since 2010 and this new portal will enable us to eliminate data entry and mailing costs for several programs (sorry US Postal Service!)

A new software system is also being implemented county wide to allow the public access to our files electronically which will reduce staff time needed to respond to Public Record Act requests. Our files will be accessible 24/7 at no charge!

Change, but change in the right direction.

COTTAGE FOOD BILL SIGNED BY GOVERNOR BROWN

Bill becomes effective January 1, 2013

Assembly Bill 1616 (Cottage Food Operations) was signed into law by Governor Brown on September 21, 2012 and will become effective January 1, 2013. Approximately 30 states have similar cottage food laws in place which allow certain foods to be made in a private home and sold directly to consumers or to restaurants and markets. The bill limits gross sales to \$35,000 the first year and up to \$50,000 per year in the third and subsequent years. The bill also establishes minimal zoning and permit requirements relating to cottage food operations. Cottage foods include food items that are non-potentially hazardous foods or low risk food items that do not require refrigeration in order to remain safe for consumption. Examples of food items that are approved under this legislation include baked goods such as cakes (without cream), cookies, bread, scones, candies, nuts, granola, etc. The Environmental Management Department (EMD) will be responsible for issuing registrations/permits, conducting annual routine inspections for indirect sales operations and for responding to consumer complaints. EMD will provide educational materials for potential cottage food operators and will submit an adjusted fee ordinance to the Board of Supervisors this fall to address the two cottage food operation categories prescribed in the law. A general overview of each food operation category is noted below.

CLASS A COTTAGE FOOD OPERATIONS

- Direct sales of limited non-potentially hazardous food products will be allowed. These products can be sold directly to the consumer from locations such as the home, from a food festival, or from a holiday bazaar.

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COTTAGE FOOD BILL

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- Registration and fee will be required by EMD.
- No initial or annual inspection will be conducted by EMD.
- Self-certification checklist will be required. The cottage food operator will need to certify that the operation meets basic health and sanitation standards prescribed in the law.
- EMD staff will respond to consumer complaints.
- Cottage food operator will be required to attend Food Processor training within 90 days of registration issuance. Training will be provided by the California Department of Public Health.

CLASS B COTTAGE FOOD OPERATIONS

- Indirect sales of limited non-potentially hazardous food products will be allowed. Cottage food operators can distribute their products to all retail food facilities, including bakeries, restaurants, delis, schools, bars, licensed health care facilities and retail markets.
- Permit with fee will be required by EMD.
- Annual inspection and consumer complaint response will be conducted by EMD staff.
- Cottage food operator will be required to attend Food Processor training within 90 days of permit issuance. Training will be provided by the California Department of Public Health.

CROSS CONNECTION PORTAL



Cross Connection device

When we turn on a faucet to wash our hands or fill a glass of water we expect the water that comes out to be safe and pure. Water suppliers spend millions of dollars to purify and treat water so that their customers have safe drinking water.

Suppliers also work with building and public health agencies to ensure water stays protected from contamination as it flows through the drinking water distribution system.

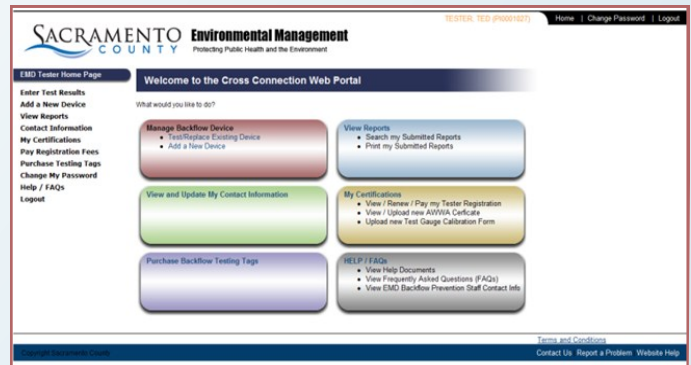
Contamination can occur when a drinking water supply pipe is connected to non-potable (unfit to drink) material. For example, when the end of a hose is left in a bucket of cleaning solution while connected to a hose bibb, this "cross-connection" could be dangerous if left unprotected.

Water distribution systems are designed to flow in one direction from the water supplier to the customer. A break in a water main that causes a drop in pressure in the distribution system can cause water to "back-flow" from the customer's fixtures into the drinking water supply

system. The combination of a "cross-connection" and "back-flow" can result in a public health hazard. A back-flow prevention device, installed between the water meter at the street and the customers' building, prevents water from that business or apartment complex from flowing into the public water supply should a problem such as this occur.

Since 1987, EMD has contracted with water suppliers in Sacramento County to prevent cross-connections. Ten public water suppliers currently contract with EMD to manage their cross-connection control programs. The cross-connection program ensures that facilities are surveyed, back-flow devices are installed and maintained, and certified testers are used to perform yearly field tests on back-flow devices. With over 14,000 devices being monitored, compliance recordkeeping is a time intensive process.

To help reduce paper and staff time, EMD developed an online web portal that allows testers to submit compliance data electronically. See <http://www.emd.saccounty.net/EMDportal.html>. Testers can also update their certification information and pay for back-flow device tags on line.



EMD's Online Cross Connection Portal.
<http://www.emd.saccounty.net/EMDportal.html>

Outreach meetings were held with water agency representatives and a small group of testers during development to ensure a successful portal product. Staff also held two training sessions for back-flow testers to provide information regarding portal features. Staff received compliments during the training sessions regarding the portal design, 24/7 access to data, and reduced data entry lag time.

EMD has also simplified the process for notifying facility operators about pending back-flow device test due dates. Previously, back-flow device owners and operators received test reminder letters for each of their devices based on their installation date. Owners and operators currently receive one letter a year and all devices at a single location have the same testing renewal date. This processing change reduced the amount of paper notices from 1,142 to 317 for the month of September, resulting in a 72% reduction of notices.

By simplifying procedures and work processes, EMD is able to provide a streamlined, efficient and more concise cross-connection control program. Since "going live" on September 4, 2012, approximately 40% of field test reports have been entered via the portal. This type of innovation will enable EMD to maintain program fees at the current 2010 level.

INTERNET ACCESS TO PUBLIC RECORDS

The Environmental Management Department (EMD) receives frequent Public Record requests and although we have staff assigned to this task, there is still some turn-around time in providing copies of EMD public records and documents. It has long been EMD's intent to provide direct access to our documents via the Internet, and that day is now approaching.



On October 15, 2012, www.emdpublicrecords.saccounty.net is scheduled to go live. This web site will allow interested parties with Internet access to search for, and view, department documents in their web browser. Documents

are stored in Adobe Acrobat PDF format; therefore, Acrobat Reader software is being provided so that documents can be viewed.



EMD's Public Records Search Page
www.emdpublicrecords.saccounty.net

the search by checking and unchecking the program boxes on the right side of the screen. The search engine will return up to 1,000 records per search. Since many facility locations have had business name changes over time, the address search field will often retrieve more comprehensive records than a search for a specific business name. The documents will be provided in descending date order—the newest documents first.

Designed for simplicity, the entry fields accept partial search terms and do not require an exact match. The search is not case sensitive, so searching for "THE" or "The" or "tHe", for example, will bring up all documents with the word "the" somewhere in their name, either at the beginning, middle or end—a long list.

EMD will still provide public documents via e-mail or on a CD-ROM if a requestor prefers that method. Our hope is that a self-service public records web site will save time and make it easier for those that need the records to get them directly, without having to wait for EMD staff to take action. As always, our EMD file review staff will be available by telephone or e-mail to assist if there are questions.

Please visit <http://www.emd.saccounty.net/Admin/EMDDocumentReview.html> for additional information.

DEPARTMENT OPERATIONS CENTER (DOC) FOR EMERGENCY RESPONSE

During most emergency or disaster response situations, EMD will be responsible for both routine and emergency-related duties to carry out our mission of providing public health protection within our communities. When the County's Emergency Operations Center (EOC) at McClellan Park is activated, EMD will send representatives to facilitate coordination and communication between our department,



EMD's Department Operations Center

the EOC, the Incident Command, and any active Department Operation Center within the County.

Most emergency situations with environmental health implications will be addressed through normal Department

response protocols. EMD's Director or designee may activate a Department Operations Center (DOC) in coordination with the County EOC when a large-scale emergency threatens to overwhelm, or has the potential to overwhelm, day-to-day response capabilities. The DOC will be located in the Main Conference Room located on the first floor of the EMD building. The DOC will serve as a central location where Department staff will check-in and assume Incident Command System (ICS) roles. The specific organizational structure established for any given situation will be based on the management and resource needs of the incident.

All program units within the EMD have a role in the DOC, including: environmental specialists, management, administrative support, human resources, facilities, finance, and information technology. Our



information technology staff will have a critical role throughout the process as they will be responsible for setting up a

computer network, printers, and telecommunications stations to access website updates and media (radio, television, satellite, etc.) feeds.

Many of EMD's staff will receive National Incident Management System—Incident Command System (NIMS-ICS) training and all staff will receive refresher training on the department's Disaster Response Plan later this year.

EMD ACTIVITY SUMMARY—JULY THRU SEPTEMBER 2012

EMD Program Element

Food Placarding Total: 2,084

Green (Pass)	1,952
Yellow (Conditional Pass)	106
Red (Closed)	26

Inspections Total: 6,557

Food Protection	2,745
Farm Labor Camps	4
Public Swimming Pools/Spas	1,993
Solid Waste Facilities (landfills/transfer stations)	65
Liquid Waste	79
Medical Waste	17
Small Water Systems	9
Water & Monitoring Wells	164
Underground Storage Tank (UST) Facilities	104
Businesses/Facilities Generating Hazardous Waste	212
Businesses/Facilities Storing Hazardous Materials	304
Stormwater	227
Waste Tire	227
Tobacco Retailers	73
Commercial Recycling	153
Body Art	181

EMD Program Element

Investigations Total: 112

Food Borne Illness Complaint	34
Incident Response	38
Stormwater Complaint	37
Waste Tire	0
Childhood Lead	3

Workshop Attendance Total: 148

Food Safety Education (Food School)	138
Hazardous Materials Business Plan	10
How To Get A Green Placard	0

Permits, Plans & Reviews Total: 6,620

Hazardous Materials Business Plans	1,215
Monitoring Wells	414
Food Facilities	267
Public Swimming Pools/Spas	71
UST Installations, Upgrades/Repairs & Removals	21
Land Use	7
Cross Connection Permits (Blue Tags)	4,625

Information Management Total: 34,954

Documents Imaged	34,900
Public Record Reviews	54

**County of Sacramento
Board of Supervisors**

- Phil Serna, District 1
- Jimmie Yee, District 2
- Susan Peters, District 3
- Roberta MacGlashan, District 4
- Don Nottoli, District 5

Bradley J. Hudson
County Executive

**HELLOS, GOODBYES &
SERVICE RECOGNITION**

For June thru September 2012



New Hires	None
Promotions	Cheryl Hawkins
Service Awards	Geri Brown—25 years Elise Rothschild—25 years Ryan Artz—10 years Sothea Chhang—10 years Jeff Czaplá—10 years John Lewis—10 years
Retirements	Barry Marcus

Countywide Services

Ann Edwards
Chief Deputy County Executive

Val Siebal
EMD Director

EMD News & Notes is EMD's periodic newsletter providing information on EMD activities and services that enhance our community.

EMD is a Department within the Countywide Services Agency of Sacramento County which serves the businesses and residents of the County. EMD is committed to protecting public health and the environment by ensuring compliance with environmental regulations.

For more information about EMD's News & Notes newsletter, or to offer your feedback, please contact Linda Jimenez by email at ljimenezl@saccounty.net