

Chapter 8.10C

Food Establishments and Food Service Workers

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8.10C.010 Authority

Whereas, authority has been provided to the Island County Board of Health by Article 11, Section 11, Constitution of the State of Washington and under RCW 70.05.060 to enact local rules and regulations as are necessary in order to preserve, promote, and improve the public health and provide enforcement.

(Res. HD-16R-93, October 11, 1993)

8.10C.020 Definitions

A. Abbreviations:

1. **FDA** means United States Food and Drug Administration.
2. **HACCP** means hazard analysis, critical control point.
3. **PPM** means parts per million.
4. **USA** means United States of America.
5. **USDA** means United States Department of Agriculture.
6. **WSDA** means Washington State Department of Agriculture.

- B. **Adulterated** means the altered condition of food including:
1. Bearing or containing any poisonous or deleterious substance in a quantity rendering food injurious to health;
 2. Bearing or containing any added poisonous or deleterious substance where no safe tolerance has been established by regulation, or exceeding such tolerance if one has been established;
 3. Consisting in whole or in part of any filthy, putrid, or decomposed substance, or otherwise being unfit for human consumption;
 4. Processing, preparing, packing, or holding potentially hazardous foods under improper time-temperature conditions or under other conditions increasing the probability of food contamination with excessive microorganisms or physical contaminants;
 5. Processing, preparing, packing, or holding food under unsanitary conditions increasing the probability of food contamination or cross-contamination;
 6. Holding or packaging food in containers composed, in whole or in part, of any poisonous or deleterious substance rendering the contents potentially injurious to health; or
 7. Containing any product of a diseased animal, or an animal dying by means other than by slaughter, except as permitted under WAC 246-215-020(6).
- C. **Approved** means acceptable to the health officer based on his/her determination regarding conformance with appropriate standards and public health practice.
- D. **Approved Source** means foods which are obtained by the food service establishment owner from persons who comply with applicable federal, state and local laws, ordinances and regulations.
- E. **Aquatic foods** means foods grown in or harvested from water, including all types of fish, shellfish and mollusks, edible crustacea, reptiles, amphibians, and mixtures containing aquatic foods and synthetic foods, such as surimi.
- F. **Base of operation** means an approved site for servicing, cleaning, sanitizing, supplying, and maintaining a mobile food unit.
- G. **Bed and breakfast** means a private home or inn offering lodging on a temporary basis to travelers, tourists, and transient guests which provides food service only to registered guests.
- H. **Bulk food** means processed or unprocessed food in containers where consumers withdraw desired quantities.

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- I. **Caterer** means a person or food service establishment contracted to prepare food in an approved facility for final cooking or service at another location.
- J. **Commissary** means an approved food service establishment where food is stored, prepared, portioned, or packaged for service elsewhere.
- K. **Corrosion-resistant** means a material maintaining original surface characteristics under prolonged contact with food, cleaning compounds, or sanitizing solutions.
- L. **Critical control point** means a location where exercising a preventive measure or procedure eliminates, prevents, or minimizes a hazard or hazards from occurring after that point.
- M. **Cross-contamination** means the process where disease causing organisms are transferred from raw or other foods to equipment or ready-to-eat foods.
- N. **Department** means the Washington State Department of Health.
- O. **Durable** means capable of withstanding expected use and remaining easily cleanable.
- P. **Easily cleanable** means readily accessible with materials and finish fabricated to permit complete removal of residue by normal cleaning methods.
- Q. **Equipment** means all stoves, ovens, ranges, hoods, slicers, mixers, meat blocks, tables, counters, refrigerators, sinks, dish machines, steam tables, and similar items used in the operation of a food service establishment.
- R. **Extensive remodel** means construction in a food service establishment requiring a building permit or plumbing permit, except for signs and fences.
- S. **Food** means any raw, cooked, or processed edible substance, ice, beverage, or ingredient used or intended for use or for sale, in whole or in part, for human consumption.
- T. **Food additive** means substances added directly or indirectly to food.
- U. **Food contact surfaces** means those surfaces of equipment and utensils normally contacting food, and those surfaces where food may drain, drip, or splash back onto surfaces normally in contact with food.
- V. **Food Service Establishment** means:
 - 1. A place, location, operation, site, or facility where food is manufactured, prepared, processed, packaged, dispensed, distributed, sold, served, or offered to the consumer regardless of whether or not compensation for food occurs, including but not limited to:
 - a) Restaurants, snack bars, cafeterias, taverns, bars;

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- b) Retail food stores, supermarkets, retail meat markets, retail fish markets, retail bakeries, delicatessens;
 - c) Institutional operations licensed by the department or local health officer, such as schools, hospitals, jails, prisons, and child care facilities;
 - d) Central preparation sites, including caterers;
 - e) Satellite servicing locations;
 - f) Temporary food service establishments or mobile food units;
 - g) Bed and breakfast operations;
 - h) Remote feeding sites; and
 - i) Vending machines dispensing potentially hazardous foods.
2. Except for the following:
- a) Private homes where food is prepared or served for consumption by household members and/or their guests;
 - b) Establishments offering only commercially prepackaged nonpotentially hazardous foods;
 - c) Commercial food processing establishments, licensed and regulated by the USDA, FDA, or WSDA and;
 - d) Farmers exempt from licensure under RCW 36.71.090.
- W. **Food Service Worker** means the permit holder, an individual having supervisory or management duties, and any other person working in a food service establishment.
- X. **Frozen** means the condition of a food when it is continuously stored at or below 10° F.
- Y. **Game meat** means warm-blooded and cold-blooded animals, excluding fish and meat food animals as defined by USDA, noncommercially raised and processed without continuous regulatory surveillance, including, but not limited to:
- 1. Mammals such as deer, elk, antelope, buffalo, and bear;
 - 2. Birds; and
 - 3. Reptiles such as alligator.
- Z. **Hazard analysis critical control point (HACCP)** means a method used to reduce the risk of foodborne illness by:
- 1. Identifying hazards of high risk foods;

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2. Assessing the hazards posed by each preparation step;
 3. Determining the critical points for controlling hazards;
 4. Monitoring a critical control point or points; and
 5. Implementing immediate and appropriate corrective action when control criteria are not met.
- AA. **Health officer** means Health Officer of Island County Health Department defined under RCW 70.05.010(2), or his/her authorized representative.
- BB. **Hermetically sealed container** means a properly designed container, intended to keep the contents free of contamination by microorganisms and to maintain the commercial sterility of its contents after thermal processing.
- CC. **Imminent or actual health hazard** means:
1. A breakdown or lack of equipment or power causing improper temperature control for potentially hazardous foods; and/or
 2. Lack of water preventing adequate handwashing or equipment cleaning and sanitizing; and/or
 3. Emergency situations including fire, flood, building collapse, or similar accident or natural disaster; and/or
 4. A sewage backup or sewage contamination within a food service establishment; and/or
 5. An occurrence of an outbreak of foodborne illness linked to the food service establishment.
- DD. **Immediate service** means foods served to the public within 30 minutes of preparation.
- EE. **Limited Service Grocery** means groceries which retail predominantly prepackaged items with limited stock of potentially hazardous foods.
- FF. **Menu** means a written or graphic description of foods prepared and offered for sale or service by a food service establishment.
- GG. **Mislabeled** means the presence of any false or misleading written, printed, or graphic material upon or accompanying food or food containers.
- HH. **Mobile food unit** means a readily movable food service establishment.
- II. **Modified atmosphere packaging** means a process that completely encases food in an impermeable or partially permeable membrane, with either a partial or complete vacuum;

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or a gas or mixture of gases surrounding the food. Hermetically sealed containers are not considered to be modified atmosphere packaging.

- JJ. **Owner** means a person owning and/or responsible for the operation of a food service establishment.
- KK. **Perishable food** means foods, other than potentially hazardous foods, where deterioration or spoilage due to loss of moisture or growth of molds and bacteria may occur.
- LL. **Person** means any individual, partnership, corporation, association, or other legal entity or agency of state, county or municipal government, or agency of the federal government which is subject to the jurisdiction of the state.
- MM. **Person in charge** means the individual present in a food service establishment and designated supervisor of the food service establishment at the time of inspection or any food service worker present when a designated supervisor is absent.
- NN. **pH** means a measure of the amount of acid in a food product.
- OO. **Potentially hazardous food** means any natural or synthetic edible item, material, or ingredient in a form supporting rapid and progressive growth of infectious or toxigenic microorganisms or the slower growth of *Clostridium botulinum*. Potentially hazardous food:
1. Includes any food of animal origin, raw, cooked, or processed;
 2. Includes certain cooked or prepared foods of plant origin, including but not limited to:
 - a) Potato products;
 - b) Dry legumes;
 - c) Rice;
 - d) Sprouts; and
 - e) Cut melons and cut cantaloupes.
 3. Excludes foods:
 - a) With a water activity (Aw) value of 0.90 or less;
 - b) With a pH level of 4.6 or below;
 - c) Enclosed in unopened hermetically sealed containers commercially processed to achieve and maintain commercial sterility under nonrefrigerated storage and distribution conditions; and

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- d) Where laboratory evidence acceptable to the health officer indicates no likelihood of rapid or progressive growth of infectious or toxigenic microorganisms or the slower growth of *Clostridium botulinum*.
- PP. **Restructured** means potentially hazardous foods processed and formed so surface contaminants may become incorporated inside the final product.
- QQ. **Sanitary design** means smooth, nonabsorbent, and easily cleanable.
- RR. **Sanitized** means effective bactericidal treatment by a process providing enough accumulative heat or concentration of chemicals for enough time to reduce the bacterial count, including pathogens, to a safe level on food contact surfaces.
- SS. **Sealed** means free of cracks or other openings permitting entry or passage of moisture or air.
- TT. **Self-service** means any site within a food service establishment where customers dispense their own food or beverages.
- UU. **Served** means offered to a person for consumption.
- VV. **Single service articles** means utensils designed, fabricated, and intended by the manufacturer for one time use.
- WW. **Sulfiting agents** means chemicals used to treat food to increase shelf life and enhance appearance including:
1. Sulfur dioxide;
 2. Sodium sulfite;
 3. Sodium bisulfite;
 4. Potassium bisulfite;
 5. Sodium metabisulfite; and
 6. Potassium metabisulfite.
- XX. **Temporary food service establishment** means a food service establishment operating at a fixed location for not more than 21 consecutive days in conjunction with a single event or celebration.
- YY. **Time/temperature** means the relationship between the length of time and the specific temperatures to which potentially hazardous foods are subjected during storage, transportation, preparation, cooking, reheating, dispensing, service, or sale.
- ZZ. **Utensil** means any food contact implement used in storing, preparing, transporting, dispensing, serving, or selling of food.

AAA. **Water activity (Aw)** means a measure of the amount of moisture available for bacterial growth in a food.

BBB. **Wholesome** means in sound condition, clean, free from adulteration, and otherwise suitable for use as human food.

(Res. HD-16R-93, October 11, 1993)

8.10C.030 Scope

These regulations shall apply to all territory within the jurisdiction of the Island County Board of Health and the Island County Health Department.

(Res. HD-16R-93, October 11, 1993)

8.10C.040 Applicability

These regulations shall apply to all food service establishments currently operating and proposed for Island County.

(Res. HD-16R-93, October 11, 1993)

8.10C.050 Food Supplies

Food service establishment owners shall:

- A. Use or sell food supplies which are:
 - 1. From approved sources;
 - 2. In compliance with applicable federal, state, and local laws, ordinances, and regulations;
 - 3. Clean, wholesome, and free from spoilage and adulteration;
 - 4. Protected from becoming adulterated;
 - 5. Safe for human consumption; and
 - 6. Hermetically sealed containers, processed in an approved commercial food processing establishment, when used.
- B. Use or sell commercially pasteurized fluid milk, fluid milk products, dry milk, and dry milk products which meet the Grade "A" quality standards contained in the most current version of the federal Pasteurized Milk Ordinance, except:
 - 1. Grade "A" raw milk as defined under RCW 15.36.140 may be sold in the original container for off-premises consumption in retail food stores only;

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2. Unripened raw milk cheese and similar raw milk cultured products may be sold in retail stores for off-premises consumption and may be used in food service establishments, only if the foods are subsequently cooked to a minimum temperature of 165° F; and
 3. Properly fermented raw milk cheeses, produced using a flash heating process and meeting cheese composition requirements described under WAC 246-215-040(6)(c), may be sold or used in food service establishments and are exempted from the cooking requirements of subsection B.2 of this section.
- C. Use or sell fresh and frozen shellfish (oysters, clams, mussels, and scallops):
1. From sources approved by the Department; or certified for interstate shipment in accordance with the National Shellfish Sanitation Program (NSSP); and
 2. Which are identified by one of the following methods:
 - a) A tag or label containing name, address, state certification number, harvest date, and location attached to bags of unshucked shellfish;
 - b) A label containing name, address, and state certification number attached to containers of shucked shellfish; or
 - c) State certification numbers and harvest location provided on invoices accompanying shellfish.
- D. Use or sell eggs meeting WSDA or USDA standards. The use or sale of ungraded eggs, unpasteurized liquid eggs, except as specified in WAC 246-215-030(1)(j), or cracked or checked eggs is prohibited.
- E. Use or sell only USDA inspected meat, meat products, poultry, and poultry products. Custom meat facilities defined in RCW 16.49.435 may process or handle uninspected meat for the household user. Custom meat facilities shall not use or sell uninspected meat to the public.
- F. Use or sell game meat:
1. Processed in a state agriculture inspected processing plant;
 2. Processed in a processing plant with USDA voluntary inspection;
 3. Imported from outside the USA from a country having an approved program of inspection authorized by USDA or FDA; or
 4. Approved by the health officer for use in the following types of institutions:
 - a) Jails and correction facilities; and

- b) Distributing organizations limited to food banks and soup kitchens specified under RCW 69.80.020.

(Res. HD-16R-93, October 11, 1993)

8.10C.060 Food Protection

- A. Food service establishment owners shall protect food from potential or actual sources of contamination or adulteration during transporting, storing, preparing, cooking, displaying, and serving by the following methods:
 - 1. Covering food or food storage containers with tightly fitting covers manufactured from approved materials such as metal, plastic, plastic wrap, or aluminum foil, except:
 - a) During necessary preparation or cooling periods;
 - b) When serving food to the customers;
 - c) When displaying or storing fresh, raw, unprocessed whole fruits and vegetables;
 - d) When displaying or storing raw, whole aquatic foods; and
 - e) During storage, quarters or sides of meat, and primal cuts may be placed on clean sanitized hooks or racks.
 - 2. Prohibiting the storage of food under leaking refrigeration condensers, exposed or unprotected sewer lines, leaking water lines, or water lines with accumulations of condensed water;
 - 3. Storing foods above the floor level to prevent contamination and permit easy cleaning, except:
 - a) Floor storage is permitted for foods stored in bulk if contained in impervious covered containers;
 - b) Storage on a floor surface is permitted when beverages are in pressurized beverage containers; or foods are protected by glass, durable plastic, cans, or other waterproof containers; and
 - (i) Floors beneath the foods are dry and easily cleanable; and
 - (ii) Foods can be easily moved to allow cleaning of the floor.
 - 4. Prohibiting the storage of food, utensils, or single-service articles in toilet rooms, toilet room vestibules, or garbage rooms;
 - 5. Labeling foods removed from original containers, unless identity of the food is unmistakable;

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6. Providing protection from contamination through use of a sneeze guard, display case, packaging, or other effective measures;
 7. Minimizing hand contact with foods by:
 - a) Using appropriate utensils, including single service food service gloves when practical; and
 - b) Providing tongs, bakery papers, scoops, spatulas, ladles, and similar utensils for handling foods during display or service.
 8. Prohibiting the storage of raw meats, poultry, and aquatic foods above foods requiring no additional cooking before service or in a manner increasing the probability of cross-contamination;
 9. Prohibiting the use of ice for human consumption following use for cold holding or after contamination; or
 10. Prohibiting use of pooled eggs prepared from raw eggs, except:
 - a) If used for immediate service; or
 - b) If cooked to 140° F. or above within 30 minutes of breaking.
 11. Prohibiting egg breaking procedures where liquid eggs contact egg shells such as egg breaking machines;
 12. By any other methods approved by the health officer.
- B. In emergency situations when an imminent or actual health hazard exists, the owner or person in charge of a food service establishment shall take appropriate action to prevent adulteration of foods, including the following:
1. Protecting foods from contamination;
 2. Ensuring proper temperature controls;
 3. Notifying the health officer; and
 4. Destroying contaminated, adulterated, or temperature abused foods after consultation with the health officer.
- C. Food service establishment owners shall:
1. Prohibit application of sulfiting agents in the food service establishment;
 2. Prohibit the storage of sulfiting agents on the premises unless in packaged form, clearly labeled, and offered for retail sale; and

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3. Allow sulfiting agents only if contained within properly labeled commercially processed foods.
- D. When owners of food service establishments store or display mollusks in live holding systems, they shall protect the mollusks from contamination by:
1. Requiring an approved source for seawater placed in the system; or
 2. Using a commercial mix for artificial seawater mixed with potable drinking water; and
 3. Completely separating mollusks from crustaceans or fish.
- E. Owners of food service establishments may sell or serve mold cultured cheeses. The sale or service of moldy cheese is prohibited unless the cheese is reconditioned by removing the mold in the following manner:
1. If the cheese has been held under refrigeration, a one-half (1/2) inch layer is removed and the moldy portions are discarded;
 2. If the cheese has been held at ambient temperatures, a one (1) inch layer is removed and the moldy portions are discarded; and
 3. The cutting is performed so that mold contamination of the new surfaces is minimized.
 4. When cheese has high moisture content such as brie, camembert, cream cheese, or cottage cheese, or where mold filaments have deeply penetrated the surface, the entire cheese shall be discarded.

(Res. HD-16R-93, October 11, 1993)

8.10C.070 Public Health Labeling

- A. Food service establishment owners shall label all food products offered for sale if enclosed in a package or container; except:
1. Food products produced on-site;
 2. Nonpotentially hazardous bakery products from approved sources; or
 3. Single service portions or other packaged foods which are shipped to the food service establishment enclosed within a properly labeled master carton.
- B. Food service establishment owners shall label modified atmosphere packaged foods in compliance with WAC 246-215-060.
- C. Food service establishment owners shall ensure labels include:
1. The common name of the food;
 2. All ingredients, including food additives, in descending order of predominance;

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3. The name, city, state, and zip code of the manufacturer; and
 4. A packaging date code, when required by law or when the food is potentially hazardous.
- D. Food service establishment owners shall ensure information contained on labels is:
1. Accurate;
 2. Easily readable; and
 3. In the English language, except that duplicate labeling in foreign languages is allowed.
- E. When labels, menus, or other printed or graphic materials are inaccurate or misleading and a report of illness or injury is associated with the food product, the health officer may:
1. Stop sale of the product until correctly labeled;
 2. Require relabeling of the product; and
 3. Issue public health advisories.
- F. Whenever raw milk or raw milk cheese or similar raw milk products are offered for sale in a food service establishment, the health officer shall:
1. Require conspicuous labeling of raw milk or products containing raw milk as “raw milk” or “contains raw milk”;
 2. Require conspicuous posting of signs near the product that state: “Warning: Raw milk or foods prepared from raw milk, such as unripened or fresh cheese, may be contaminated with dangerous bacteria capable of causing severe intestinal illnesses. Contact your local health department for advice or to report a suspected illness.”
 3. Exempt properly fermented raw milk cheeses from the labeling requirements contained in this subsection, provided the cheeses are produced using a flash heating process and they meet the following cheese composition requirements:
 - a) Moisture content of 40% or less;
 - b) Saline-in-moisture content of 3.75% or greater;
 - c) Water activity (Aw) of 0.96 or less; and
 - d) pH of 5.40 or less.
- G. Food service establishment owners shall label packaged or bulk foods containing sulfiting agents at detectable levels as follows:
1. Accept accurate labels placed on packaged foods by the manufacturer;

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2. Place a label on prepackaged foods stating, "This food contains a sulfiting agent";
 3. Place a sign or label on the bulk food container or in a conspicuous place nearby stating, "The following food or foods contain a sulfiting agent";
 4. Except these foods may be sold without labeling:
 - a) Wine by the glass;
 - b) Salad bars; and
 - c) Delicatessens and similar take-out food facilities when food is prepared on-site.
- H. Food service establishment owners shall provide prominent and conspicuous labels on bulk food display units with at least one of the following:
1. Manufacturer's or processor's container label plainly in view;
 2. A card, sign, or other appropriate device stating the common name of the food; or
 3. A list of ingredients and any food additives contained in the product.
- I. Food service establishment owners shall ensure accurate labels are present on bulk containers of chemicals and pet foods.
- J. When raw or undercooked meats, eggs, or aquatic foods are offered for immediate service or for sale as ready-to-eat, the health officer shall require these foods to be identified, as such:
1. On the menu;
 2. On the label; or
 3. On a sign clearly visible to the patrons.
- K. The health officer may approve alternate wording on signs required in WAC 246-215-040(6), (7), and (10).

(Res. HD-16R-93, October 11, 1993)

8.10C.080 Food Preparation

- A. The health officer may require a food service establishment owner to limit or modify food preparation and may delete some menu items when the available equipment is inadequate to rapidly cool or reheat, properly cook, hot hold, cold hold, or process potentially hazardous foods.
- B. Food service establishment owners shall prepare, display, serve, and transport food:
1. Only with safe and necessary time-temperature steps;

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2. With a minimum amount of hand contact;
 3. With suitable utensils;
 4. On clean, sanitized surfaces:
 - a) Washed, rinsed, and sanitized as required under this chapter prior to use; and
 - b) Washed, rinsed, and sanitized to prevent cross-contamination.
- C. Food service establishment owners shall:
1. Maintain the internal temperature of potentially hazardous food at 40° F. or below, or 140° F. or above, at all times except as provided in these regulations;
 2. Minimize the time potentially hazardous foods remain at room temperature during preparation to a total time of two hours;
 3. Store in-use serving utensils:
 - a) In the food product, only if the handle remains out of the food item; except in ice machines;
 - b) In a running water dipper well;
 - c) In water above 140° F., or below 40° F.;
 - d) For ice machines, either on a clean dry surface or in an approved utensil holder; or
 - e) By other approved methods;
 - f) Except that in-use serving utensils for non-potentially hazardous foods may be stored on a clean surface.
 4. Discard any leftover foods already served to a customer; except that packaged, nonpotentially hazardous foods which are still packaged in a sound and sanitary condition, may be re-served. Properly dispensed, nonpotentially hazardous foods such as those dispensed by using squeeze dispensers, covered containers with proper serving utensils, or shaker dispensers, may be re-served.
 5. Ensure all foods served raw are thoroughly washed with potable water before serving;
 6. Prepare potentially hazardous salads and sandwich spreads using cold ingredients prechilled to 40° F. or below;
 7. Ensure potentially hazardous foods transported or stored in ice are prechilled to 40° F. or below.

(Res. HD-16R-93, October 11, 1993)

8.10C.090 Modified Atmosphere Packaging

- A. Modified atmosphere packaging of foods in food service establishments is permitted by the health officer for the following:
1. Nonpotentially hazardous foods;
 2. Raw meat;
 3. Natural hard or semi-soft cheeses containing live starter culture organisms; and
 4. Foods which are rapidly frozen and are stored frozen until reheated or thawed for immediate service. Foods frozen under this subsection shall meet all of the following continuous cooling and freezing requirements:
 - a) Cooling foods from 140° F. to 70° F. or below within 2 hours;
 - b) Cooling foods from 140° F. to 40° F. or below within 4 hours;
 - c) Cooling foods to below 38° F. within 12 hours; and
 - d) Freezing foods completely to below 10° F. within 24 hours.
- B. Food service establishment owners shall not perform modified atmosphere packaging on the premises for any foods unless allowed under subsection A of this section; except
- C. The health officer may allow additional foods to be modified atmosphere packaged only if an approved HACCP based procedure which controls the growth of bacterial pathogens is in place. Acceptable controls would be:
1. Maintaining water activity below 0.93;
 2. Maintaining pH below 4.6;
 3. Using processed meats or meat products, poultry, or poultry products produced in a plant regulated by USDA and received in an intact package before modified atmosphere packaging;
 4. Properly curing the food on site using a standard recipe approved by the health officer with an initial sodium nitrite concentration of 120 ppm and 3.5% salt concentration;
or
 5. Properly processing uncured meats or poultry on site by monitoring critical control points established in the HACCP plan specified in subsection C.5 of this section.
- D. Whenever foods are modified atmosphere packaged under subsection A.3 of this section, the health officer shall require all of the following:
1. Store the food at 38° F. or below;
 2. Sell the food within 14 days of packaging;

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3. Prohibit exceeding the original processor's shelf life, if applicable;
 4. Establish critical control points during processing, packaging, and storage;
 5. Monitor critical control points established in subsection C of this section by any or all of the following:
 - a) Routine laboratory testing;
 - b) Measuring refrigerated storage temperatures;
 - c) Measuring temperatures during smoking or cooking processes;
 - d) Providing other information requested by the health officer; and
 6. Maintain accurate records of critical control point monitoring specified in subsection D.4 and 5 of this section, for examination by the health officer;
 7. Attach the following labels:
 - a) "Keep refrigerated at 38° F. or below and use within 7 days of purchase, unless frozen"; and
 - b) "Sell by month/day/year" with the date established within 14 days of packaging.
- E. Modified atmosphere packaging of aquatic foods, including fish, is prohibited by the health officer except under subsections A.4, C.1, C.2, or C.4.
- F. The food service establishment owner shall designate a person in charge of all modified atmosphere packaging operations to be responsible for control measures contained in subsections D and H of this section.
- G. Modified atmosphere packaged foods packaged in USDA or FDA regulated plants and maintained in intact packages are exempted by the health officer from meeting labeling requirements contained in subsection D.7 of this section.
- H. The food service establishment owner shall destroy modified atmosphere packaged foods which have exceeded the requirement for foods to be sold within 14 days of packaging (contained in subsection D.2 of this section), except until that date modified atmosphere packaged foods may be:
1. Frozen; or
 2. Removed from the packaging and used in the food service establishment.
- I. Modified atmosphere packaged foods which have exceeded the requirement for foods to be sold within 14 days of packaging (contained in subsection D.2 of this section) are prohibited by the health officer from sale.

(Res. HD-16R-93, October 11, 1993)

8.10C.100 Temperature Control

- A. The food service establishment owner shall:
1. Provide metal, stem-type, numerically scaled food thermometers accurate to within 2° F. in the appropriate range for the foods being tested;
 2. Ensure thermometers are checked for accuracy;
 3. Be allowed to use digital thermometer or thermocouples to measure temperatures as long as they are accurate to within 2° F. and are capable of measuring all food temperatures contained in subsection 4 of this section;
 4. Equip each refrigeration unit with a numerically scaled thermometer accurate to within 3° F. located:
 - a) To be easily readable; and
 - b) In the warmest part of the unit.
 5. Ensure food service workers use thermometers to measure food temperatures to attain and maintain safety for potentially hazardous foods during:
 - a) Cooking;
 - b) Reheating;
 - c) Hot holding;
 - d) Cooling; and
 - e) Cold holding.
- B. Food service workers shall safely thaw potentially hazardous foods:
1. In refrigeration units at a temperature of 40° F. or less;
 2. Under potable running water of a temperature of 70° F. or less with sufficient water velocity to agitate and float loose food particles into the overflow; or
 3. In an approved cooking unit as part of a continuous cooking process, only when the food depths or thickness for solid foods is less than four inches.
- C. Food service workers shall safely cook all parts of potentially hazardous foods requiring cooking to the following minimum internal temperatures:
1. 165° F. or above for:
 - a) Poultry or any food containing poultry;
 - b) Stuffed meats or stuffing containing meats; and
 - c) Casseroles containing potentially hazardous foods.

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2. 155° F. or above for ground, fabricated, or restructured meats;
 3. 150° F. or above for pork or any food containing pork;
 4. 130° F. or above for:
 - a) Rare roast beef; and
 - b) Rare beef steak, except that beef steak may be cooked to a lower temperature if specifically ordered by the immediate consumer.
 5. 140° F. or above for eggs and foods containing uncooked eggs, unless specifically ordered by the immediate consumer otherwise, except:
 - a) Health care facilities such as nursing homes and hospitals shall only use pasteurized eggs or eggs cooked to 140° F. or above unless a physician's statement allows otherwise; and
 - b) Traditionally uncooked or undercooked eggs when used to prepare foods such as eggs benedict, caesar salad, meringue, or hollandaise sauce shall be:
 - (i) Prepared for immediate service to the customer;
 - (ii) Rapidly cooled and held at 40° F. or less; or
 - (iii) Held hot at 140° F. or above.
 6. 140° F. or above for all other potentially hazardous foods except as specified under subsections 1 through 5 of this subsection;
 7. Except that potentially hazardous foods that have been partially cooked or blanched shall be cooled rapidly using procedures contained in subsection F.6 of this section and reheated before service as described in subsection H of this section.
- D. Food service establishment owners are prohibited from overnight cooking without temperature monitoring.
- E. Food service workers shall ensure potentially hazardous foods, after initial cooking or reheating, are held hot at or above the following temperatures:
1. 130° F. for unsliced rare roast beef; or
 2. 140° F. for all other potentially hazardous foods;
 3. Except that overnight hot holding without temperature monitoring is prohibited.
- F. When potentially hazardous foods require cooling or cold holding after preparation, rapid methods of cooling from 140° F. to 40° F. shall be used. Food service workers shall use methods including:

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1. Reducing very viscous foods such as refried beans, chowders, and gravies to a thickness of two inches or less and:
 - a) Placing immediately in a refrigerator or in a freezer; and
 - b) Leaving uncovered until cooled to 40° F. or below, while protecting the food from cross-contamination.
 2. Reducing foods not listed in subsection F.1 of this subsection to a thickness of 4 inches or less and:
 - a) Placing immediately in a refrigerator or freezer; and
 - b) Leaving uncovered until cooled to 40° F. or below while protecting the food from cross-contamination.
 3. Placing liquid foods deeper than four inches into an ice and water bath provided:
 - a) The container is immersed to the depth of the food;
 - b) Ice is replaced as it melts;
 - c) The food is frequently stirred;
 - d) A metal stem thermometer is used; and
 - e) The food is refrigerated or frozen once cooled to 40° F.
 4. Using other methods for rapid cooling approved by the health officer, provided the food is cooled from 140° F. to 40° F. or below within four hours.
- G. Food service workers shall ensure potentially hazardous foods requiring cold holding are kept at 40° F. or below by:
1. Using mechanical refrigeration;
 2. Storing in ice provided:
 - a) The food is prechilled to 40° F. or below;
 - b) The container is placed in ice to the height of the food;
 - c) Ice is replaced as it melts; and
 - d) Melt water is frequently drained.
 3. Using refreezable ice or similar products with prior approval by the health officer;
 4. Except cold holding temperatures required for commercially prepared modified atmosphere processed aquatic foods are 38° F. or below.

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- H. Food service workers shall ensure potentially hazardous foods previously cooked and cooled are rapidly reheated from 40° F.:
1. With no interruption in the reheating process;
 2. In one hour or less;
 3. To the following minimum temperatures:
 - a) 165° F. for foods prepared in any food service establishment; or
 - b) 140° F. for foods prepared in any food processing establishment under jurisdiction of USDA or FDA only for initial reheating.
 4. In equipment designed to meet the performance standards provided in this subsection; and
 5. With frequent stirring for liquid or semi-solid potentially hazardous foods.
- I. Food service workers may reheat completely cooked potentially hazardous foods with no minimum reheating temperature only if they are:
1. Served either hot or cold; and
 2. Reheated to order in individual portions when ordered by the consumer.

(Res. HD-16R-93, October 11, 1993)

8.10C.110 Personal Hygiene

- A. Food service workers shall wash their hands, including fingernails, in an approved handwashing facility by applying soap, using warm water, scrubbing thoroughly, rinsing, and then drying, using methods which prevent recontamination:
1. Before starting work; and
 2. During work, as often as necessary to prevent contamination of foods:
 - a) After using the toilet;
 - b) After handling raw meat, poultry, or aquatic foods;
 - c) After handling unclean items;
 - d) After eating or smoking; and
 - e) Before preparing ready-to-eat foods.
- B. Food service workers shall:
1. Wear clean outer garments;

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2. Maintain a high degree of personal cleanliness; and
 3. Restrain hair as necessary.
- C. The food service establishment owner shall ensure bactericidal and viricidal hand rinses are used only in addition to approved handwashing methods.
- D. The food service establishment owner shall ensure eating or use of tobacco in any form by food service workers is permitted only in designated areas approved by the health officer.
- E. The food service establishment owner shall provide adequate facilities for the orderly storage of food service workers' clothing and personal belongings.
- F. The person in charge of the food service establishment shall ensure all food service workers:
1. Comply with the provisions of Chapter 69.06 RCW and Chapter 246-217 WAC;
 2. Obtain valid food and beverage service worker permits within 30 days of employment; and
 3. Maintain current food and beverage service worker permits.
- G. The person in charge of the food service establishment must display or file the food and beverage service workers permits, or copies thereof, where they are available for inspection by the health officer upon request.

(Res. HD-16R-93, October 11, 1993)

8.10C.120 Sanitary Design, Construction, and Installation of Equipment and Utensils

- A. Food service establishment owners shall use equipment and utensils designed and of such materials and workmanship to be:
1. Smooth;
 2. Easily cleanable;
 3. Durable;
 4. In good repair; and
 5. In conformance with the current standards and listings of the National Sanitation Foundation or equivalent.
- B. Food service establishment owners shall ensure food contact surfaces of equipment and utensils are:
1. Made of food grade material;
 2. Smooth;

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3. Easily accessible for cleaning;
 4. Nontoxic;
 5. Corrosion resistant; and
 6. Nonabsorbent.
- C. When single service articles are used, the food service establishment owner shall ensure they are:
1. Made from clean, sanitary, and safe materials; and
 2. Prohibited from reuse.
- D. Food service establishment owners shall install and maintain equipment to:
1. Facilitate cleaning of equipment and adjacent areas; and
 2. Avoid placement under:
 - a) Exposed or unprotected sewer lines;
 - b) Open stairwells;
 - c) Unprotected insulation; and
 - d) Other sources of contamination.
- E. Owners shall ensure food service establishments using equipment or utensils requiring cleaning and sanitizing are equipped with either:
1. Approved mechanical dishwashing facilities and a sink with a minimum of two compartments in the dishwashing area;
 2. A sink with a minimum of three compartments, a space for soiled utensils ahead of the first compartment, and a drain board for clean utensils when no mechanical dishwasher is available, or when utensils cannot be cleaned and sanitized in the mechanical dishwasher due to size or configuration; or
 3. A sink with a minimum of two compartments, a space for soiled utensils ahead of the first compartment, and a drainboard for clean utensils when:
 - a) Only single service articles are provided for use by the consumer, very minimal utensil washing is needed, and the health officer determines it is consistent with the intent of the regulations; or
 - b) Only single service articles are provided for use by the consumer, only non-potentially hazardous foods and ingredients are used, and the health officer determines it is consistent with the intent of the regulations.

- F. Food service establishment owners shall provide sink compartments of sufficient size to accommodate the largest utensil.
- G. Food service establishment owners of bars and taverns shall provide a sink compartment for disposing of liquid waste in addition to sinks necessary for cleaning and sanitizing.
- H. Food service establishment owners shall provide sufficient food preparation sinks in which foods may be:
 - 1. Washed, soaked, rinsed, or drained;
 - 2. Cooled or thawed; or
 - 3. Processed in a manner requiring placement in a sink.
- I. Food service establishment owners shall prohibit use of food preparation sinks for:
 - 1. Handwashing;
 - 2. Utensil washing; and
 - 3. Other activities which may contaminate foods.
- J. Food service establishment owners shall provide a mop sink or equivalent fixture capable of supplying and disposing of water for cleaning floors, walls, and other nonfood contact surfaces.
- K. The health officer may exempt food service establishment owners from subsections E.1, G, H, and J of this section when:
 - 1. A plan review was approved prior to the effective date of these regulations;
 - 2. The food service establishment was constructed prior to the effective date of these regulations; or
 - 3. The menu, method of food preparation, and volume of food preparation present no health hazard.

(Res. HD-16R-93, October 11, 1993)

8.10C.130 Equipment and Utensil Cleaning and Sanitizing

- A. The following articles shall be thoroughly washed, rinsed, and sanitized by a food service worker after each use:
 - 1. Utensils; and
 - 2. Food contact surfaces of equipment, except cooking surfaces.

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- B. All utensils and food contact surfaces of equipment used in preparation, service, display, or storage of potentially hazardous food shall be sanitized by a food service worker:
 - 1. Following any interruption of operations during which contamination of the food contact surfaces may have occurred; and
 - 2. Whenever contamination has occurred.
- C. When equipment and utensils are used for the preparation of potentially hazardous foods on a continuous or production line basis, the food service establishment owner shall ensure utensils and the food contact surfaces of equipment are washed, rinsed, and sanitized. The health officer, based on food temperatures, type of food, and amount of particle accumulation shall specify the minimum time interval between cleaning operations.
- D. The food service establishment owner shall ensure cleaning and sanitizing of food contact surfaces of equipment and utensils are accomplished by first prescraping or prerinsing and then by either of the following methods:
 - 1. Manual dishwashing in proper sequence:
 - a) Washing in a clean, hot detergent solution;
 - b) Rinsing in clean, warm water;
 - c) Sanitizing by immersion for at least one minute in:
 - (i) A chemical sanitizing solution at proper concentration as described in the Code of Federal Regulations 21.178; or
 - (ii) A mechanically heated sink at a temperature of at least 170° F.; and
 - (iii) Air drying; or
 - 2. Mechanical dishwashing which washes and then sanitizes by:
 - a) A high temperature final rinse with a minimum of 180° F. measured by the gauge;
 - b) A high temperature final rinse with a minimum of 160° F. measured at the surface of the utensil;
 - c) An approved concentration of chemical sanitizer as described in the Code of Federal Regulations 21.178 which is automatically dispensed; or
 - d) A method approved by the health officer consistent with the intent of the regulations.
- E. The food service establishment owner shall ensure cleaned and sanitized equipment, utensils, and single service articles are stored to:

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1. Protect from all sources of contamination; and
 2. Minimize unnecessary handling.
- F. Food service workers shall ensure wiping cloths used for cleaning up food spills or wiping work surfaces, table surfaces, high chairs, equipment, utensils, or foodworkers' hands are:
1. Kept in a clean, sanitary condition at all times;
 2. Moistened with an approved sanitizing solution at all times when in use; and
 3. Stored in a proper concentration of sanitizing solution between uses.
- G. Food service workers shall be responsible for monitoring sanitizing operations by:
1. Checking temperature gauges;
 2. Measuring chemical concentrations with appropriate methods; or
 3. Using premeasured sanitizing packages or tablets, following label directions.
- H. The food service establishment owner shall ensure:
1. Wiping cloths used for removing food spills from tableware such as plates or bowls, are clean, dry, and used for no other purposes;
 2. Cooking surfaces of equipment are cleaned at least once daily; and
 3. Non-food contact surfaces of equipment are cleaned at such intervals to keep them clean and in a sanitary condition.

(Res. HD-16R-93, October 11, 1993)

8.10C.140 Poisonous or Toxic Materials

- A. Food service establishment owners shall allow poisonous or toxic materials on the premises only under the following conditions:
1. When necessary and intended for the operation and maintenance of the food service establishment;
 2. When used to prevent or control pests;
 3. When used to clean and sanitize equipment, utensils, and work surfaces; or
 4. When offered for sale in a retail food store, grocery, or similar food service establishment, provided these materials are separated from food and single-service articles by:
 - a) Spacing;
 - b) Partitioning;

- c) Dividers; or
 - d) Storage below food or single-service articles.
- B. Food service establishment owners shall ensure commercially filled containers of poisonous or toxic materials are labeled in accordance with Environmental Protection Agency regulations. Small containers may be filled or taken from a properly labeled container only when identified with the common name of the material.
- C. Food service establishment owners shall ensure poisonous or toxic materials are stored and used:
- 1. In accordance with the manufacturer's label requirements;
 - 2. In a manner preventing adulteration of food and contamination of food contact surfaces, utensils, and single-service articles; and
 - 3. So food service workers and other persons are protected from potential health and safety hazards.
- D. Food service establishment owners shall ensure lubricants used on food contact surfaces of equipment are non-toxic.

(Res. HD-16R-93, October 11, 1993)

8.10C.150 Sanitary Facilities and Controls

- A. Food service establishment owners shall ensure:
- 1. Their water source is:
 - 2. Adequate in quantity and quality;
 - a) Supplied by a source approved under WAC 246-290; and
 - b) Monitored according to standards established by the health officer.
 - 3. Use of bottled water from an approved source; and
 - 4. Ice used for any purpose is:
 - a) Made from an approved water source; and
 - b) Manufactured, stored, transported, and handled in a sanitary manner.
- B. Food service establishment owners shall dispose of all liquid waste including gray water, mop water, and ice melt:
- 1. Into a public sewer system;
 - 2. Into an approved on-site sewage disposal system; or

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3. In another manner approved by the health officer.
- C. Food service establishments served by on-site sewage disposal systems shall operate and maintain the system in accordance with ICC 8.07B.
- D. Food service establishment owners shall ensure plumbing is:
1. Sized, installed, and maintained in accordance with applicable state and local plumbing codes;
 2. Free of cross connections between potable water supplies and:
 - a) Non-potable or questionable sources of water; or
 - b) Chemical feed lines or similar devices.
 3. Indirectly drained from ice machines, food preparation sinks, beverage ice sinks, salad bars, dipper wells, and mechanical dishwashers, into:
 - a) A floor sink;
 - b) Hub drain; or
 - c) A similar device.
- E. Food service establishment owners shall install a properly vented dual check valve device or an approved reduced pressure backflow assembly between copper pipe or tubing and carbonated beverage dispensing machines.
- Carbonated beverage dispensing machines installed before the effective date of these regulations are exempt from this requirement.
- F. Food service establishment owners shall ensure toilets for food workers are:
1. Provided within the food service establishment; or
 2. Convenient to food workers and within 200 feet of the food service establishment.
- G. Food service establishment owners shall ensure toilet facilities for patrons are provided within, or convenient to, the food service establishment when:
1. Customer seating for on-premises consumption of food or drink is provided; and
 2. The food service establishment was constructed or extensively remodeled after the effective date of these regulations.
- H. Toilet facilities may be used jointly by patrons and food service workers, provided patrons accessing the facility are excluded from food preparation and storage areas.
- I. Food service establishment owners shall ensure all toilet facilities are:

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1. Of sanitary design;
 2. Kept clean;
 3. In good repair;
 4. Provided with toilet paper, paper towels and hand soap; and
 5. Provided with easily cleanable waste storage receptacles.
- J. Food service establishment owners shall ensure hand sinks are:
1. Accessible to food workers at all times;
 2. Located to permit convenient use by all food workers in food preparation, food service, and utensil washing areas and in, or immediately adjacent to, toilet facilities;
 3. Used exclusively for hand washing; and
 4. Provided with paper towels and soap.
- K. Food service establishment owners shall be responsible for maintenance of hand sinks designated for use by food service workers and patrons and ensure each hand sink is:
1. Provided with hot, at a minimum temperature of 100° F., and cold running water provided through a mixing faucet;
 2. Provided with hand soap;
 3. Provided with single use towels or other hand drying devices approved by the health officer; and
 4. Kept clean and in good repair.

(Res. HD-16R-93, October 11, 1993)

8.10C.160 Garbage, Rubbish, and Litter

The food service establishment owner shall:

- A. Properly store and dispose of all garbage, rubbish, and litter in and around a food service establishment. Storage prior to disposal shall be in containers that are:
1. Durable;
 2. Easily cleanable;
 3. Insect and rodent proof;
 4. Nonabsorbent;
 5. In sound condition;
 6. Watertight; and

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7. Kept covered with tight fitting lids except when stored in a closed, pest-proof room or enclosure.
- B. Dispose of liquid wastes as waste water when collected from:
 1. Leaking garbage containers;
 2. Garbage compacting operations; or
 3. Cleaning operations.
 - C. Store all other rubbish in containers or other areas in a manner approved by the health officer.
 - D. Use rooms, enclosures, areas, and containers adequate in size and number for garbage storage.
 - E. Prevent overflows and nuisances caused by garbage, rubbish, and litter by:
 1. Ensuring frequent disposal;
 2. Providing adequate cleaning facilities; and
 3. Ensuring that containers, rooms, and areas are cleaned as needed.

(Res. HD-16R-93, October 11, 1993)

8.10C.170 Pests and Pest Control

Food service establishment owners shall:

- A. Take effective measures to minimize:
 1. Entry of pests such as rodents and insects; and
 2. Presence of pests.
- B. Ensure the premises are kept in such condition to prevent:
 1. Harborage of pests; and
 2. Feeding of pests.
- C. Ensure only pesticides labeled for use in food service areas are stored on the premises or used to eliminate or control pests.
- D. Ensure pesticides are stored:
 1. In cabinets;
 2. In a physically separate place used for no other purpose; and
 3. Below or separate from food, food equipment, utensils, or single service articles.

- E. Ensure that pesticides are applied:
 - 1. In accordance with label directions; and
 - 2. In compliance with Washington State Department of Agriculture rules located in Chapter 16-228 WAC, pesticide regulations, to prevent adulteration of foods and contamination of food contact surfaces.
- F. Employ the services of a licensed pest control operator when the health officer determines:
 - 1. Measures taken by the owner of the food service establishment are ineffective; or
 - 2. Pest problems are severe and extend beyond the property boundaries controlled by the food service establishment owner.
- G. Ensure that automatic dispensing aerosol units, if used, are:
 - 1. Prohibited in all areas where food is prepared or served; and
 - 2. Installed and used only in areas outside the influence area of ventilation systems and at least 20 feet away from any:
 - a) Food storage area;
 - b) Food preparation or service area;
 - c) Unprotected food contact surfaces; and
 - d) Utensil washing or storage area.

(Res. HD-16R-93, October 11, 1993)

8.10C.180 Construction and Maintenance of Physical Facilities

Food service establishment owners shall:

- A. Ensure floors and floor coverings in all areas are:
 - 1. Constructed of easily cleanable materials;
 - 2. Kept clean;
 - 3. In good repair; and
 - 4. Coved at the floor/wall junctures, except for carpeted areas.
- B. Provide proper construction of floors and floor coverings with the following characteristics:
 - 1. Water impervious construction;
 - 2. Grease resistance;
 - 3. Durability; and

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4. Drains provided when water or pressure spray methods of cleaning are used, in any of the following areas:
 - a) Food preparation areas;
 - b) Food and utensil storage areas;
 - c) Utensil washing areas;
 - d) Walk-in refrigerators;
 - e) Dressing rooms or locker rooms with shower facilities; and
 - f) Bathrooms where toilets or urinals are located.
- C. Ensure walls, windows, doors, and ceilings in all areas are clean and in good repair.
- D. Ensure that walls are constructed, in addition to requirements in subsection C, with the following characteristics:
 1. Smooth finish;
 2. Non-absorbent surfaces; and
 3. Construction with easily cleanable materials in the following areas:
 - a) Walk-in refrigerators and freezers;
 - b) Food preparation areas;
 - c) Utensil washing areas;
 - d) Dressing rooms or locker rooms with shower facilities; and
 - e) Bathrooms.
- E. Provide:
 1. Lighting of at least 30 foot candles in the following:
 - a) Areas where food is prepared or stored;
 - b) Areas where utensils are washed;
 - c) Areas where hands are washed;
 - d) In bathrooms; and
 - e) When cleaning is occurring.
 2. Proper shields or guards for lights in the food preparation and storage areas.
- F. Ensure design, installation, and maintenance of ventilation systems in accordance with applicable state and local mechanical and fire codes; and

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1. Provide ventilation systems, when necessary, to keep all areas free of excessive:
 - a) Heat;
 - b) Steam;
 - c) Condensation;
 - d) Fumes and vapors;
 - e) Obnoxious odors; and
 - f) Smoke.
2. Design and maintain ventilation hoods and filters to:
 - a) Prevent grease and condensate from dripping into food or onto food contact surfaces; and
 - b) Allow ready removal of filters for cleaning and replacement.

G. Maintain the premises by:

1. Allowing only articles necessary for operation and maintenance of the food service establishment to be stored there;
2. Prohibiting use of any room in the food service establishment as living or sleeping quarters;
 - a) Except when separated from all food service operations by complete partitions and solid doors; and
 - b) Except for bed and breakfasts.
3. Allowing live animals only under the following conditions:
 - a) Fish, crustacea, and shellfish for food purposes in aquariums;
 - b) Fish in aquariums for display or decor;
 - c) Patrol dogs accompanying security or police officers; or
 - d) Guide dogs or service dogs, as defined under RCW 70.84, are allowed to accompany a blind, visually handicapped, hearing impaired, or otherwise physically disabled person in all areas of a food service establishment except in food preparation areas.
4. Allowing only food service workers or other persons authorized by the health officer in food preparation and storage areas.

(Res. HD-16R-93, October 11, 1993)

8.10C.190 Mobile Food Units

- A. The owner of a mobile food unit shall comply with the requirements of this chapter, except as allowed in this section.
- B. The health officer may impose additional requirements to protect against health hazards related to the operation of a mobile food unit and may:
 - 1. Limit the food preparation steps;
 - 2. Restrict the mode of operation when facilities or equipment are inadequate to protect public health; or
 - 3. Prohibit some menu items; and
 - 4. When no imminent health hazard will result, may waive or modify requirements of this chapter.
- C. The person in charge of the mobile food unit shall ensure:
 - 1. All foods, including ice, are from an approved source or commissary; and
 - 2. All prepackaged foods are properly labeled, except when prepared in and sold from the same mobile food unit.
- D. The person in charge of the mobile food unit shall ensure proper temperature control of potentially hazardous foods on the unit by:
 - 1. Prohibiting cooling of potentially hazardous foods or ingredients;
 - 2. Allowing only potentially hazardous foods that have been cooked and cooled in an approved commissary to be reheated in individual portions for immediate service;
 - 3. Allowing only foods processed in commercial food processing plants to be reheated from 40° F. to 140° F. or above, within one hour when reheated at the commissary, or when reheated on the mobile unit after leaving the commissary;
 - 4. Prohibiting cooking of raw meats greater than one inch in thickness;
 - 5. Preheating hot holding equipment and prechilling cold holding equipment before loading potentially hazardous food onto the mobile unit; and
 - 6. Monitoring temperatures of potentially hazardous foods with a thermometer.
- E. The person in charge of the mobile food unit shall ensure:
 - 1. Preparation steps for potentially hazardous foods are minimized to decrease risk of foodborne illness;
 - 2. Facilities are adequate for all food preparation steps on the mobile unit; and
 - 3. Daily preparation of potentially hazardous foods prepared on the mobile unit.

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- F. The owner of a mobile food unit shall:
1. Allow only food service workers and persons authorized by the health officer to be present in the mobile food unit; and
 2. Ensure that all food service workers in the mobile food unit have current food and beverage service workers permits, unless all foods are prepackaged and nonpotentially hazardous.
- G. The owner of a mobile food unit shall ensure cold holding of potentially hazardous foods is accomplished by use of:
1. Mechanical refrigeration; or
 2. Ice, when all food is prechilled and packaged in sealed containers.
- H. The owner of a mobile food unit shall only provide single service articles for use by the consumer.
- I. When a mobile food unit has a water supply:
1. The source and system design shall be approved by the health officer;
 2. The capacity of the system shall be sufficient to furnish enough hot and cold water for each of the following procedures if they occur on the mobile food unit:
 - a) Food preparation;
 - b) Utensil cleaning;
 - c) Sanitizing;
 - d) Handwashing; and
 - e) Facility cleaning.
- J. The owner of a mobile food unit with a water system shall ensure:
1. All liquid waste is stored in a wastewater retention tank with at least 15 percent more capacity than the water tank; and
 2. Wastewater is retained on the mobile food unit until disposed of by a method approved by the health officer.
- K. The owner of a mobile food unit shall provide:
1. A three-compartment sink with hot and cold running water to wash, rinse, and sanitize utensils when equipment or utensils are reused on the mobile food unit; except
 2. This requirement may be waived or modified by the health officer when:
 - a) Limited food preparation occurs; or

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- b) Additional clean utensils are available and utensil washing can take place at an approved base of operation.
- L. The person in charge of the mobile food unit shall provide a separate handwashing facility for food workers consisting of:
 - 1. A sink with potable, warm, running water;
 - 2. Soap; and
 - 3. Paper towels.
- M. Food workers may use a three-compartment utensil washing sink for handwashing if:
 - 1. The mobile food unit owner locates it in the food preparation area; and
 - 2. The health officer determines that periodic handwashing will not interfere with washing of utensils.
- N. When only prepackaged food items are served, the health officer may waive or modify requirements for handwashing.
- O. The person in charge of the mobile food unit shall ensure toilet facilities for food workers are available and readily accessible within 200 feet of the unit during operation.
- P. The owner of a mobile food unit or permit applicant shall submit properly prepared plans and specifications of the mobile food unit, base of operation, and/or commissary to the health officer for approval before:
 - 1. Construction or remodeling begins;
 - 2. The menu of the mobile food unit is changed; or
 - 3. The method of food preparation is changed.
- Q. The owner or permit applicant shall include in the plan:
 - 1. Menu and food preparation steps;
 - 2. Floor plan;
 - 3. Equipment specifications and location;
 - 4. Finish schedule;
 - 5. Proposed itinerary or sites to be served;
 - 6. Source of water and specifications of the on-board plumbing;
 - 7. Site used for sewage disposal;
 - 8. Availability of restrooms for food service workers; and

9. Base of operation or commissary.

R. The permit applicant shall obtain approval from the Department of Labor and Industries, if necessary.

(Res. HD-16R-93, October 11, 1993)

8.10C.200 Customer Self-Service of Food and Bulk Food Dispensing

A. Food service establishment owners shall protect foods from adulteration and contamination during customer self-service by:

1. Designating a person to be responsible for the customer self-service area. This person shall:
 - a) Monitor the customer self-service and bulk food areas to prevent tampering and contamination of foods;
 - b) Ensure adequate temperature control of potentially hazardous foods by:
 - (i) Cooking, reheating, or prechilling foods before offering for sale;
 - (ii) Monitoring food temperatures with a metal stem thermometer; and
 - (iii) Correcting improper storage practices.
 - c) Clean up any spills that occur and rotate stock;
 - d) Clean and sanitize storage containers and utensils used for food storage or handling of foods; and
 - e) Dispose of any bulk foods returned to the food service establishment or contaminated by customers.
2. Separating all bulk food display units from any containers of chemicals which might contaminate bulk foods and from pet foods by approved methods including one of the following:
 - a) Horizontal separation, different aisles, or partitions between bulk foods and chemicals or pet foods; or
 - b) Vertical separation with chemicals or pet foods stored below bulk foods.
3. Storing and dispensing all foods on display for customer self-service or bulk foods by one of the following:
 - a) Gravity dispensing units;
 - b) Display units or storage containers with covers or lids; or

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- c) Foods on display while being held hot or cold shall be protected with a properly designed sneeze guard, display case, or easily movable cover.
- B. Food service workers shall utilize:
- 1. Proper utensils when required in this section using the following:
 - a) Properly designed and cleaned scoops, spatulas, tongs, and similar dispensing utensils present in or on each display unit;
 - b) In-use serving utensils stored in the food with the handles extending out of the food; or
 - c) Dispensing utensils stored clean and dry between uses in a protective enclosure or utensil holder.
 - 2. Containers for display of ready-to-eat foods with the lowest access point at least 30 inches above floor level, except for:
 - a) Raw fruits and vegetables;
 - b) Honey;
 - c) Oil; or
 - d) Similar liquids as approved by the health officer.

(Res. HD-16R-93, October 11, 1993)

8.10C.210 Bed and Breakfast Food Service Operations

Bed and breakfast food service operators must conform to WAC 246-215-180.

(Res. HD-16R-93, October 11, 1993)

8.10C.220 Temporary Food Service Establishments

- A. The owner of a temporary food service establishment shall comply with the requirements of this chapter, except as allowed in this section.
- B. The health officer may impose additional requirements to protect against health hazards related to the operation of the temporary food service establishment and may:
 - 1. Limit the preparation steps; or
 - 2. Prohibit some menu items; and
 - 3. When no health hazard will result, waive or modify requirements of this chapter.
- C. The owner of a temporary food service establishment shall ensure proper time/temperature control by:

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1. Prohibiting cooling of potentially hazardous foods at temporary food service establishments, except potentially hazardous foods may be cooled before an event if:
 - a) The food product that was cooled will be served cold; or
 - b) Individual portions of the food are reheated for immediate service;
 - c) The food was cooled in an approved facility with adequate cooling capacity and cold holding facilities; and
 - d) Cooling procedures meet requirements contained in subsection 246-215-070(5) WAC.
 2. Ensuring rapid reheating of all potentially hazardous foods from 40° F. to a minimum temperature of 165° F. within 30 minutes, except when individual portions are reheated for immediate service.
- D. The owner of a temporary food service establishment shall safely prepare foods by:
1. Providing adequate facilities at the temporary food service establishment for all proposed food preparation steps; and
 2. Ensuring all off-site preparation is done in an approved facility.
- E. The owner of a temporary food service establishment shall:
1. Apply for a permit to operate a temporary food service establishment, as far in advance as possible, to allow adequate time for review by the health officer;
 2. Require the person in charge of the temporary food service establishment to obtain a valid food and beverage service worker permit before beginning work;
 3. Allow only food service workers and other persons authorized by the health officer to be present in a temporary food service establishment;
 4. Require the use of only single service articles for use by consumers;
 5. Separate grills and barbecues from public access by using ropes or other approved methods; and
 6. Construct booths to minimize:
 - a) Public access;
 - b) Dust;
 - c) Mud; and
 - d) Overhead contamination.

- F. The owner of a temporary food service establishment shall provide:
1. Approved hand washing facilities for food workers at the temporary food service establishment with:
 - a) Clean, warm, running water;
 - b) Soap; and
 - c) Paper towels.
 2. Readily accessible and available toilet facilities within 200 feet of the temporary food service establishment; and
 3. Access within 200 feet to a three compartment sink with running water to wash, rinse, and sanitize utensils when:
 - a) Equipment or utensils are reused on-site; or
 - b) The temporary food service establishment operates for two or more consecutive days;
 - c) Except the health officer may approve an alternative utensil cleaning method when three compartment sinks are not available and no health hazard will exist.
- G. The health officer may allow handwashing in a three compartment utensil washing sink only if:
1. The sink is located in the food preparation area; and
 2. Periodic handwashing will not interfere with washing of utensils.

(Res. HD-16R-93, October 11, 1993)

8.10C.230 Cottage Food Industries

- A. All cottage food industries shall comply with the provisions of these regulations which are applicable to their operation. Provided, that the health officer may waive such requirements for physical facilities when in his opinion no imminent health hazard will result. All home kitchens applicable to these regulations will be acceptable for use when preparing non-potentially hazardous foods only.
- B. Products produced in cottage food industries will be approved for retail sale by the permitted individual only. The wholesaling of products will be prohibited, with the exception of those foods prepared in separate facilities approved and licensed by the Washington State Department of Agriculture.

- C. Procedures for applying for a cottage industry permit will coincide with those outlined in section 8.10C.240 of these regulations. Accompanying the application will be stipulations set by the Health Department pertinent to food selection, preparation and facility maintenance. All applicants shall sign the application form with the understanding that any deviations may result in revocation of their permit.

(Res. HD-16R-93, October 11, 1993)

8.10C.240 Permits Required, Suspension, Revocation, Enforcement

A. Permits:

1. Permits required: It shall be unlawful for any person to operate a food service establishment within Island County who does not possess a valid food service establishment permit issued by the Island County Health Department. Such permit is nontransferable and is issued contingent upon compliance with the Rules and Regulations of the Island County Board of Health.
2. Issuance of permit: Any person desiring to operate a food service establishment shall make written application for a permit on forms available from the Island County Health Department. Such application for permit shall be accompanied by a fee as set forth by the Island County Board of Health in subsection 8.10C.380. An inspection may be required by the health officer for the renewal of a permit and will be required prior to opening for all new permits to determine compliance with these regulations.
3. All permits shall expire on December 31 of each year.
4. Those permits obtained during the year will be prorated on a quarterly basis, i.e., new establishments or those with new ownership.
5. Permits for temporary food service establishments shall be issued for a period not to exceed two (2) consecutive weeks.
6. May be guilty of a misdemeanor pursuant to RCW 70.05.120 if operating without a valid permit issued by the health officer; and

B. Food service establishment owners operating a food service establishment:

1. Shall possess a valid permit issued to him/her by the health officer;
2. Shall post the permit conspicuously in the food service establishment;
3. May be exempt from the permit requirements for the sale of certain foods with prior authorization of the health officer and concurrence of the department.

C. The health officer may suspend any permit to operate a food service establishment if:

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1. Continued operation of the food service establishment constitutes an imminent or actual health hazard;
 2. Operations, facilities, or equipment in the food service establishment fail to comply with these regulations;
 3. The holder of the permit does not comply with these regulations; or
 4. Interference with the health officer in the performance of his/her duties has occurred.
- D. When the health officer has suspended a food service establishment permit, the person in charge:
1. Shall immediately cease all food service operations;
 2. Shall be notified in writing by the health officer that the food service establishment permit is immediately suspended upon service of the notice and the suspension shall remain in effect until a hearing with the health officer occurs. If the health officer finds the operation to be in compliance with the requirements of these regulations the suspension will be lifted;
 3. May request a hearing by filing a written request for a hearing with the health officer within ten (10) days of receipt of the notice of suspension; and
 4. Shall be notified, if a written request for a hearing is not filed within ten (10) days, that the suspension is sustained.
- E. Within two working days following receipt of a written request for a reinspection, the health officer shall make a reinspection, and reinstate the permit if the owner of the food service establishment is in compliance with these regulations.
- F. The health officer may revoke a food service permit after providing the owner of the food service establishment an opportunity for a hearing if:
1. Serious and repeated violation(s) of any requirements of these regulations have occurred; or
 2. Repeated interference with, or assault upon, the health officer in the performance of his/her duty has occurred.
- G. Before revocation, the health officer shall notify, in writing, the owner of the food service establishment or the person in charge of the specific reason(s) why the permit is to be revoked. The notice shall state:
1. That the permit will be revoked at the end of the ten (10) days following such notice unless a written request for a hearing is filed with the health officer by the owner of the food service establishment within such ten (10) day period; and

2. If a request for a hearing is not filed by the owner of the food service establishment within the ten (10) day period, the revocation of the permit becomes final.
- H. Any owner of a food service establishment whose permit has been revoked by the health officer, after a period of six (6) months may:
1. Make written application for a new permit; and
 2. Request a hearing with the health officer to determine whether a new permit will be issued.
- I. The health officer may initiate any one, or a combination of, compliance methods which include, but are not limited to:
1. Holding an administrative conference with the food service establishment owner or person in charge;
 2. Placing the owner of the food service establishment on probation;
 3. Setting conditions for continued operation of the food service establishment, by the owner, during the probation period;
 4. Requiring additional education and/or training of employees, management, and owners of the food service establishment; and
 5. Completing a Hazard Analysis Critical Control Point (HACCP) evaluation and requiring monitoring procedures be implemented for critical control points identified.

(Res. HD-16R-93, October 11, 1993)

8.10C.250 Service of Notices

- A. A notice provided for in these regulations is properly served when it is:
1. Delivered to the holder of the permit;
 2. Delivered to the person in charge of the food service establishment; or
 3. Sent by registered or certified mail, return receipt requested, to the last known address of the holder of the permit.
- B. A copy of the notice shall be filed in the records of the health officer.

(Res. HD-16R-93, October 11, 1993)

8.10C.260 Hearings

- A. The hearings provided for in these regulations shall be:
1. Conducted by the health officer or his/her designee; and

2. Conducted at a time and place designated by the health officer.
- B. The health officer or designee shall:
1. Make a final finding based upon the complete hearing record;
 2. Sustain, modify, or rescind any notice or order considered in the hearing; and
 3. Furnish a written report of the hearing decision to the holder of the permit.

(Res. HD-16R-93, October 11, 1993)

8.10C.270 Inspections and Investigations

- A. Inspections or investigations of a food service establishment:
1. Shall be performed by the health officer as often as necessary for the enforcement of these regulations;
 2. Shall be required by the health officer:
 - a) Before issuing a new permit to a new food service establishment; and
 - b) Following extensive remodeling of a food service establishment.
 3. May be required by the health officer:
 - a) For renewal of a permit;
 - b) Before issuing a new permit to an existing food service establishment; and
 - c) For an existing food service establishment when the on-site management has changed.
- B. The person in charge of any food service establishment shall permit the health officer, after proper identification, to enter at any time, for the purpose of making inspections or investigations to determine compliance with these regulations.
- C. The person in charge of the food service establishment shall permit the health officer to examine the records of the establishment to obtain information pertaining to:
1. Food and supplies purchased, received, or used; and
 2. Any person employed which is pertinent to an illness investigation; or
 3. Other matters which may affect health or the enforcement of these regulations.
- D. The health officer may conduct a HACCP in lieu of, or in addition to, routine inspections. The health officer may investigate to ensure monitoring of critical control points.
- E. Whenever an inspection of a food service establishment is made:

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1. The health officer shall record the findings on an inspection report form approved by the department;
 2. The health officer shall state on the completed inspection report specific violations found, and establish a specific and reasonable period of time for correction; and
 3. The health officer shall furnish a copy of the completed inspection report to the person in charge of the food service establishment at the conclusion of the inspection.
 4. The Food Service Establishment owner shall post the most current inspection sheet in the kitchen area.
- F. The health officer shall inspect all food service establishments at least once a year.
- G. The health officer shall conduct additional inspections of food service establishments based upon the risk of foodborne illness transmission as determined by:
1. Types of foods served;
 2. Methods of food preparation and service;
 3. Number of meals served; and
 4. Past history of compliance.

(Res. HD-16R-93, October 11, 1993)

8.10C.280 Examination, Hold Orders, Condemnation, and Destruction of Food

- A. The person in charge of a food service establishment in which food has been improperly handled, stored, or prepared shall:
1. Voluntarily destroy the questionable food; or
 2. Contact the health officer to determine if the food is safe for human consumption.
- B. The person in charge of a food service establishment shall denature or destroy any food if the health officer determines the food presents an imminent or actual health hazard.
- C. The health officer may examine or collect samples of food as often as necessary for enforcement of these regulations.
- D. The health officer may, after notice to the person in charge, place a written hold order on any suspect food until a determination on its safety can be made and shall:
1. Tag;
 2. Label; or
 3. Otherwise identify any food subject to the hold order and complete a Department-approved form for all suspect food.

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- E. The hold order issued by the health officer shall include:
 - 1. Instructions for filing a written request for a hearing with the health officer within ten (10) calendar days; and
 - 2. Notification that if a hearing is not requested in accordance with the instructions provided in the hold order, and the health officer does not relinquish the hold order, the food shall be destroyed under the supervision of the health officer.
- F. When foods are subject to a hold order by the health officer, the food service establishment owner is prohibited from:
 - 1. Using;
 - 2. Serving; or
 - 3. Moving them from the food service establishment.
- G. The health officer shall permit storage of food under conditions specified in the hold order, unless storage is not possible without risk to the public health, in which case, immediate destruction shall be ordered and accomplished by the owner of the food service establishment.
- H. Based upon evidence provided at the hearing, the health officer shall either:
 - 1. Vacate the hold order; or
 - 2. Direct the owner of the food service establishment by written order to:
 - a) Denature or destroy such food; or
 - b) Bring the food into compliance with the provisions of these regulations.

(Res. HD-16R-93, October 11, 1993)

8.10C.290 Review of Plans and Menu

- A. The food service establishment owner shall submit properly prepared plans and specifications to the health officer for approval whenever:
 - 1. A food service establishment is constructed;
 - 2. An existing structure is converted for use as a food service establishment;
 - 3. Significant changes to the methods of food preparation or style of service occurs; or
 - 4. An existing food service establishment undergoes an extensive remodel, provided that the health officer may waive a complete plan review if:

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- a) The remodel does not substantially affect the requirements of these regulations;
or
 - b) The health officer requires minor modifications of the existing food service establishment to improve compliance with these regulations.
- B. The health officer shall base plan approval on:
- 1. Information on proposed type of menu and style of service, including:
 - a) Type of food to be served;
 - b) Method of food preparation and type of cooking;
 - c) Seating capacity and anticipated maximum meals per day;
 - d) Designation of smoking and nonsmoking sections as applicable;
 - e) Methods of customer service;
 - f) Type of customer utensils; and
 - g) Number of employees per shift.
 - 2. Information on proposed site, including:
 - a) Site plan;
 - b) Availability of approved public water supply;
 - c) Availability of approved sewage disposal; and
 - d) Accessibility for delivery traffic, garbage storage, garbage pickup frequency, and other auxiliary needs.
 - 3. Information on proposed facilities, including:
 - a) Floor plan;
 - b) Finishes used on floors, walls, and ceilings;
 - c) Number, types, and locations of sinks and drain boards;
 - d) Plumbing specifications, such as types and locations of fixtures, drains, and grease traps;
 - e) Restroom design and number of fixtures;
 - f) Types and locations of lighting; and
 - g) Types and locations of ventilation, including exhaust hoods, screened windows, or doors.

4. Information on proposed equipment, including:
 - a) Material and design of food contact surfaces;
 - b) Refrigeration and shelving design for rapid cooling, prechilling, thawing, and separation of raw meats from other foods;
 - c) Ice-making equipment for supplying ice bath cooling, salad bar, or buffet service;
 - d) Cooking, reheating, and hot holding equipment;
 - e) Shelving for dry food storage;
 - f) Mechanical dishwashing machine and associated equipment; and
 - g) Design and installation of equipment, including self-service and display equipment.

C. The procedure for plan approval is as follows:

1. The food service establishment owner shall submit plans as described in this chapter;
2. The health officer shall grant approval if the health officer determines the plans are satisfactory;
3. The food service establishment owner shall submit a food service permit application and request a preoperational inspection; and
4. Prior to operation of the food service establishment, the health officer shall provide a preoperational inspection to determine conformance with approved plans and compliance with these regulations.

(Res. HD-16R-93, October 11, 1993)

8.10C.300 Procedure when Disease Transmission is Suspected

- A. When a possible foodborne illness incident is reported to any food service employee, the person in charge of the food service establishment shall:
 1. Immediately report the incident to the local health officer; and
 2. Remove from sale and refrigerate any suspect foods until released by the health officer.
- B. When the health officer suspects that a food service establishment, or its employees, may be a source of a foodborne illness, the health officer shall take appropriate action to control the transmission of disease. Such actions shall include any or all of the following:
 1. Secure records that may enable identification of persons potentially exposed to the disease, and/or require additional assistance in locating such persons;

2. Secure the illness history of each suspected employee;
 3. Exclude any suspected employee(s) from working in food service establishments until, in the opinion of the health officer, there is no further risk of disease transmission;
 4. Suspend the permit of the food service establishment until, in the opinion of the health officer, there is no further risk of disease transmission;
 5. Restrict the work activities of any suspected employee;
 6. Require medical and laboratory examinations of any food service employee and of his/her body discharges;
 7. Obtain any suspect food for laboratory examination; and
 8. Require the destruction of suspect food or prevent it from being served.
- C. The health officer shall prohibit food handlers with a communicable illness in a disease or carrier state from handling food if the infectious agent can be transmitted through food.
- D. The provisions of Chapter 246-100 WAC, Communicable and Certain Other Diseases shall apply.

(Res. HD-16R-93, October 11, 1993)

8.10C.310 Variance Clause

- A. The health officer, upon written petition of the owner of the food service establishment, may grant a variance to any section of these regulations covering physical facilities, equipment standards, and food source requirements when:
1. No health hazard would exist as a result of this action; and
 2. The variance is consistent with the intent of these regulations.

(Res. HD-16R-93, October 11, 1993)

8.10C.320 Interpretation

- A. These regulations shall be enforced by the health officer in accordance with the interpretations contained in the 1976 edition of the United States Public Health Service, "Food Service Sanitation Manual", where applicable.
- B. When a section of these regulations conflicts with the "Food Service Sanitation Manual", these regulations shall apply.

(Res. HD-16R-93, October 11, 1993)

8.10C.330 Administration

The health officer shall administer these rules and regulations under the supervision of the Board of Health and the secretary of the Washington State Department of Health as provided for in RCW 70.05 and RCW 43.20A.600.

(Res. HD-16R-93, October 11, 1993)

8.10C.340 Waivers

Whenever a strict interpretation of these rules and regulations would result in extreme hardship, the health officer may, upon concurrence of the Board of Health and the secretary of the state Department of Health, waive such rule or regulation or portion thereof; provided, that the waiver is consistent with the intent of these rules and regulations and that no public health hazard will result. Waivers requested which would not vary substantially from this chapter and which would not require the review of the secretary of the state Department of Health will be processed administratively by the health officer.

(Res. HD-16R-93, October 11, 1993)

8.10C.350 Appeals

Any person aggrieved by a decision of the health officer or his designee may, within ten (10) calendar days, appeal the decision in writing to the Board of Health for hearing during regular session of said board when it may be set upon said board's agenda. The appeal requirements in ICC 8.01.120 may also apply.

(Res. HD-16R-93, October 11, 1993; amended by Board of Health, Regular Meeting Minutes dated April 17, 2000)

8.10C.360 General Provisions and Penalties

General provisions and penalties shall be in accordance with Island County Code, Chapter 8.01.

(Res. HD-16R-93, October 11, 1993)

8.10C.370 Severability

Should any section, paragraph, sentence, clause, or phrase of these regulations be declared unconstitutional or invalid for any reason, the remainder of said regulations shall not be affected thereby.

(Res. HD-16R-93, October 11, 1993)

8.10C.380 Fee Schedule

Fees shall be set by the Island County Board of Health by resolution.

(Res. HD-16R-93, October 11, 1993)

**Chapter 8.12
(Reserved)**

**Chapter 8.13
Community Health Advisory Board**

Sections:

- 8.13.010 Community Health Advisory Board Established**
- 8.13.020 Community Health Advisory Board Duties**
- 8.13.030 Appointment by the Board of Health**
- 8.13.040 Advisory Board Term**
- 8.13.050 Compensation**
- 8.13.060 Staffing**
- 8.13.070 Meetings**
- 8.13.080 Quorum**
- 8.13.090 Manner of Acting**
- 8.13.100 Procedure**
- 8.13.110 Committees**
- 8.13.120 Officers**

8.13.010 Community Health Advisory Board Established

A community health advisory board is hereby established in Island County.
(Res. HD-10-92, November 9, 1992)

8.13.020 Community Health Advisory Board Duties

The Advisory Board shall assess the needs of community services including but not limited to needs in program areas mentioned in chapter 246-05 of the Washington Administrative Code (Local Public Health--Guidelines); develop policies and procedures by which Island County can address those needs; and assist in assuring the needs identified are met for citizens of Island County. The Advisory Board shall act strictly in an advisory capacity directly to the Island County Board of Health.

(Res. HD-10-92, November 9, 1992)

8.13.030 Appointment by the Board of Health

The Community Health Advisory Board shall consist of nine (9) to twenty-one (21) persons appointed by the Island County Board of Health. The Island County Health Officer shall act as ex-officio member of the board.

The Advisory Board membership should be representative of the diversity of viewpoints in Island County and should include representatives from minority groups, those receiving public health clinic services, medical community, schools, social service organizations, clergy, NAS Whidbey, Chamber of Commerce, Island County Economic Development Council, senior citizens, the Mental Health and Substance Abuse Advisory Board, the Developmental Disabilities Advisory Board, law enforcement, a cooperative extension agency, those receiving environmental health services and those regulated by environmental health services.

(Res. HD-10-92, November 9, 1992)

8.13.040 Advisory Board Term

Members shall serve for a staggered three (3) year term. This does not preclude any member from being reappointed. Members shall serve at the pleasure of the Board of Health.

(Res. HD-10-92, November 9, 1992)

8.13.050 Compensation

All members of the Advisory Board shall serve without compensation.

(Res. HD-10-92, November 9, 1992)

8.13.060 Staffing

Staff and coordination will be provided by the Island County Health Services Director and other Health Department staff by assignment from the Health Services Director.

(Res. HD-10-92, November 9, 1992)

8.13.070 Meetings

Regular meetings of the Advisory Board shall be monthly, or as otherwise determined by the Advisory Board at a place and time to be decided by the Advisory Board. Special meetings may be held on call of the Board of Health or the chairperson of the Advisory Board.

(Res. HD-10-92, November 9, 1992)

8.13.080 Quorum

A quorum for the purpose of holding a meeting shall consist of not less than five (5) Advisory Board members.

(Res. HD-10-92, November 9, 1992)

8.13.090 Manner of Acting

A quorum present, the act of a majority of the members present shall constitute the action of the entire committee.

(Res. HD-10-92, November 9, 1992)

8.13.100 Procedure

Robert's Rules of Order (Newly Revised) shall be used as a guideline for rules of procedure.

(Res. HD-10-92, November 9, 1992)

8.13.110 Committees

Committees of the Advisory Board shall be established for Personal Health issues, Environmental Health issues, and any other issues or concerns the Advisory Board identifies. Appointment to committees shall be made by the Advisory Board chairperson balancing Advisory Board needs with member interest. Committees shall report back to the full Advisory Board and shall not take action independent of the full Advisory Board.

(Res. HD-10-92, November 9, 1992)

8.13.120 Officers

The officers of the Advisory Board shall consist of the following and such other officers as the Advisory Board may from time to time designate and appoint:

- A. Chairperson
- B. Vice-chairperson
- C. Recording Secretary
- D. Personal Health Committee Chairperson
- E. Environmental Health Committee Chairperson

The chairperson shall preside at all meetings of the Advisory Board. In the absence of the Chairperson, the Vice-chairperson shall preside. The Recording Secretary shall supervise and present minutes at each meeting.

(Res. HD-10-92, November 9, 1992)