

# UNION COUNTY DEPARTMENT OF HUMAN SERVICES

P.O. BOX 489  
MONROE, NORTH CAROLINA 28111

Environmental Health  
500 North Main Street, Suite 47  
Monroe, NC 28112  
Telephone (704) 283-3553  
Fax (704) 283-3825



Richard W. Matens, M.Div.  
Executive Director

Phillip Tarte, MHA  
Division Director of Public Health

## SL 2014-120 Report

February 1, 2016

### Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

*Reference Session Law 2014-120, Section 29.(b).*

I. Design plans and specifications for Food Protection Facilities and Public Swimming Pools are reviewed by Union County Food and Lodging staff.

- A. Receive application.
- B. Conduct Review
- C. Provide a response to the Submitting Party that includes:
  - a. An approval of the system engineering plans and specifications, or
  - b. A request for revisions that include:
    - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
    - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
  - c. A request for additional information that includes:
    - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
    - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

\*Union County Environmental Health did not use the informal review process in 2015.

**Part 2B: Food Protection and Facilities Informal Internal Review Processes**  
**and**  
**Procedures to Develop and Maintain a List of Review Engineers**  
*Reference Session Law 2014-120, Section 29.(c).*

I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2B Section II of the State report.

II. Procedure for Developing and Maintaining a List of PEs for Informal Internal Reviews

A. Union County Environmental Health will utilize the Food Protection and Facilities Branch list of PE's for informal reviews in accordance with SL 2014-120 Report DHHS DPH EHS Part 2B, Section III Procedure for Developing and Maintaining a List of PE's for Informal Internal Reviews.

B. Union County Environmental Health will use Food Protection and Facilities Branch website for this list in accordance with SL 2014-120 Report DHHS DPH EHS Part 2B, Section III.

**Part 3B: Food Protection and Facilities Review of Working Job Titles**  
*Reference Session Law 2014-120, Section 29.(h).*

I. The working titles and position descriptions of all Union County staff who review Regulatory Submittals for Food Protection and Facilities were reviewed with Union County Human Resources. No Environmental Health positions have engineer in the title.