

**SNP Administrative Review Findings**

**La Porte Co Juvenile Services Ctr (K146)**

**Program Year 2019**

**La Porte Co Juvenile Services Ctr (K146)**

0364 South Zigler Road  
Laporte, IN 46350-4673

**Food Service Contact**

Ms. Kathy Wiltfong  
Food Service Manager  
(219) 324-5130

**Executive Contact**

Ms. Erika Stallworth  
Executive Director  
(219) 324-5130

No. of Sites / Reviewed: 1 / 1  
Month of Review: December 2018

**General Program Compliance - La Porte Co Juvenile Services Ctr (K146)**

*1007. On-site observation validate Off-Site Assessment Tool responses to Local School Wellness Policy questions?*

**Finding 9000: Wellness Policy**

**Technical Assistance:**

The Local Wellness Policy must be made available to the public. This can be done by posting it to your website.

*1400. Food safety plan – contain required elements, copy available at each school?*

**Finding 9142: The written food safety plan does not contain all the required elements.**

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements: Standard operating procedures.

**Corrective Action:**

The food service director and Reviewer discussed that standard operating procedures are required in the food safety plan. The FSD was provided a link to the standard operating procedures, she will print them out and keep them in the food safety plan. No further action is necessary.

**Technical Assistance:**

Standard operating procedures are the practices which are specific to your kitchen and they should be found in the food safety plan.

**SNP Administrative Review Findings**

**La Porte Co Juvenile Services Ctr (K146)**

**Program Year 2019**

**LaPorte Co. Juvenile (Z123)**

0364 South Zigler Road  
Laporte, IN 46350-4673

**Food Service Contact**

Ms. Kathy A Wiltfong  
Kitchen Manager  
(219) 324-5130

Month of Review: December 2018

Date of Onsite Review: January 7, 2019

**Meal Components & Quantities - LaPorte Co. Juvenile (Z123)**

409. *Review period production records/documentation - required meal components offered, daily/weekly requirements met?*

**Finding 9000: Food production recordkeeping**

Food production records are not being maintained for all meals served and claimed for reimbursement.

**Corrective Action:**

A week's worth of production records were completed and submitted to the Reviewer to demonstrate understanding of this requirement. No further action required.

**Technical Assistance:**

For each meal served, production records must be maintained and include the number of servings prepared, items served, serving size, number of servings that were served, type of meal, and date. Production records must be kept on file for three years plus the current year.

501. *Cafeteria staff trained on OVS?*

**Finding 9000: Technical Assistance - OVS Training**

**Technical Assistance:**

Offer vs Serve training can be found here: <https://www.doe.in.gov/nutrition/offer-vs-serve-lunch>.

**General Program Compliance - LaPorte Co. Juvenile (Z123)**

1409. *Storage violations observed, on-site, off-site?*

**Finding 9000: Food Safety**

**Technical Assistance:**

While the following observations are not findings, the Reviewer strongly recommends considering adhering to some stricter health and food safety practices in the kitchen.

- The sinks were being used to store dry goods in the kitchen; use designated storage areas instead of a three compartmental sink for this.
- Meat was being thawed in a container filled with water; be sure to keep cool water running when thawing frozen meats.
- There was hard water build up on the dish machine and on the floor around the dish machine. Recommended cleaning the dish machine to avoid hard water buildup and the breakdown of the machine.