

Integrated Food Safety System (IFSS) Regulatory Training Strategic Plan



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Presentation coverage



- **What is the IFSS Regulatory Training Strategic Plan?**
 - Importance
 - Scope
 - Who is involved?
 - Intended outcome
 - Companion implementation plan
 - Timeline Review
- **Strategy Principles/Vision**
- **Draft Goals, Objectives, & Strategies**

FY24-28 IFSS Regulatory Training Strategic Plan



IFSS-wide (Includes FDA, State, Local, Tribal, & Territorial (SLTT) Regulatory Jurisdictions, & Associations)

Foods Program-wide (including manufactured food, produce, animal food, & state cooperative programs - retail, Grade “A” milk, & shellfish)

Effort being led by FDA, in collaboration with 9 stakeholder associations

OUTCOME: Design & implementation of an optimal, sustainable, integrated national regulatory training system that supports the goals of an IFSS

IFSS Regulatory Strategic Plan Association Stakeholder Group

- AFDO
- NASDA
- AAFCO
- NACCHO
- NEHA
- ISSC
- CFP
- NCIMS
- APHL

IFSS Regulatory Training Strategic Plan vs. Implementation Plan

Strategic Plan

- 5-year plan (FY24 – FY28)
- Periodically updated to ensure applicability
- Designed with a long-term emphasis
- High level – 20,000 ft. view of the vision, mission, core values, high level outcomes, strategic goals, & objectives

Implementation Plan

- Companion document
- 1 – 2-year plan
- More granular; designed for more dynamic & short-term planning
- Identifies strategies/activities to achieve the strategic goals & objectives

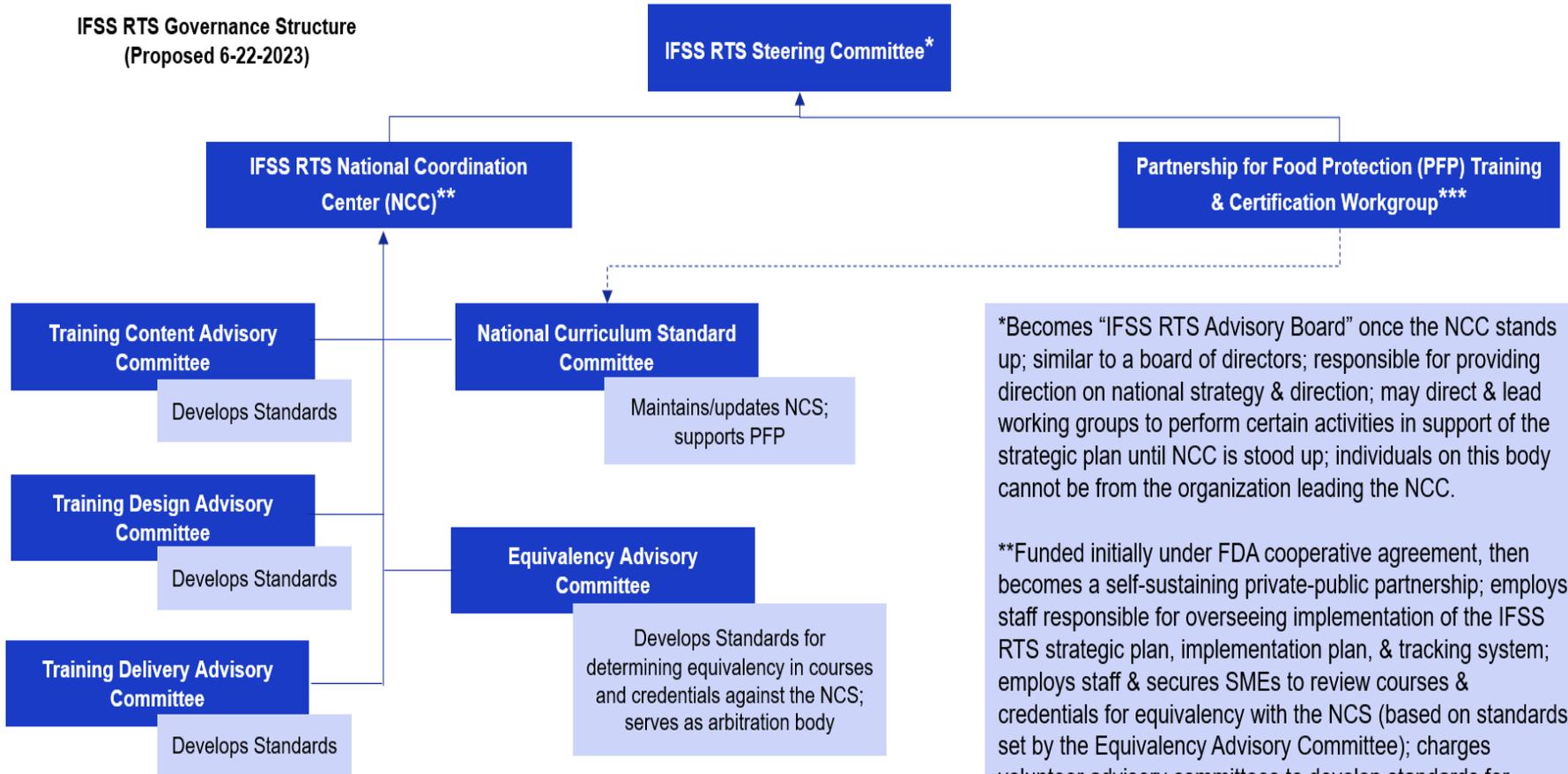
IFSS Regulatory Training Strategic Plan - Course of Action

- April - May 2022 - FDA conducts prep activities
- May 22 & 26, 2022 – Kick-off meetings
- June- Nov. 2022 - Design/Conduct environmental scan
- Dec. 2022 - Conduct Strengths and weaknesses, opportunities, and threats (SWOT) Analysis
- Jan- Feb. 2023 - Refine/ finalize strategy principles
- Feb – May 2023 – Develop strategic plan

Activities coming up:

- May – Aug. 2023 - Develop implementation plan
- October 2023 - Launch strategic & implementation plans
- Jan. 2024 - Launch strategic tracking system

**IFSS RTS Governance Structure
(Proposed 6-22-2023)**



*Becomes "IFSS RTS Advisory Board" once the NCC stands up; similar to a board of directors; responsible for providing direction on national strategy & direction; may direct & lead working groups to perform certain activities in support of the strategic plan until NCC is stood up; individuals on this body cannot be from the organization leading the NCC.

**Funded initially under FDA cooperative agreement, then becomes a self-sustaining private-public partnership; employs staff responsible for overseeing implementation of the IFSS RTS strategic plan, implementation plan, & tracking system; employs staff & secures SMEs to review courses & credentials for equivalency with the NCS (based on standards set by the Equivalency Advisory Committee); charges volunteer advisory committees to develop standards for training content, design, & delivery; charges NCS Committee to collaborate with PFP Training & Certification Workgroup in updating/revising the NCS; issues subawards and contracts to assist in the execution of the RTS as needed.

***Provides guidance on the NCS, helps secure SMEs for NCS & other NCC Committees, oversees the updating of the NCS (working in collaboration with the NCS committee under the NCC, revalidates the competencies every 5 years, ensures IFSS partner needs are being met.

IFSS Strategic Plan Overview

Office of Regulatory Affairs (ORA)

Office of Training, Education, and Development (OTED)

July 2023

(Draft – pre-decisional)

Strategic Plan Goal 1 (Draft/ Training Content)



Goal 1: Training Content - Enhance and create training content so it can be adapted to learners and ensures application of workforce competencies.

- **Objective 1.1:** FDA and SLTT regulatory partners collaboratively identify training needs and continually improve regulatory training.

❖ **Strategies:**

- 1.1.1 Establish processes and timelines for regular communication between FDA and SLTT regulatory partners to assess learner needs.
- 1.1.2 Establish specialized training tracks and refresher courses based on the demands of the regulatory environment.
- 1.1.3 Evaluate pre-requisite requirements for training and identify alternative paths such that a learner has the pre-requisite knowledge needed before acceptance into courses.

Strategic Plan Goal 2 (Draft/Training Design)



Goal 2: Training Design – Design flexible training that meets all stakeholder needs.

- **Objective 2.1:** Reflect learners' practical needs within the training design.
 - ❖ **Strategies:**
 - 2.1.1 Design training compliant with section 508 of the Rehabilitation Act (29 USC 794d) as amended in 1998.
 - 2.1.2 Identify and use learners' current competency needs so that training planners and developers can meet organizational needs.
 - 2.1.3 Design training to accommodate the competency needs of career-focused learning.
- **Objective 2.2:** Design training to bridge the gap between scientific understanding and field application.
 - ❖ **Strategies:**
 - 2.2.1 Use real-life examples, equipment, and case studies as strategies in training where appropriate and possible.
 - 2.2.2 Leverage appropriate SMEs for complex food safety and regulatory inspection concepts, processes, and technologies.
- **Objective 2.3:** Meet the specialized needs of learners across commodity areas and regions throughout the IFSS.
 - ❖ **Strategies:**
 - 2.3.1 Include adaptable training examples and content that can be modified to represent diverse industries, geographical regions, and situations .
 - 2.3.2 Utilize in-person, virtual, or hybrid delivery based on the method that can best achieve the application of course content in the field.

Strategic Plan Goal 3 (Draft/Training Delivery)



Goal 3: Training Delivery – Deliver training to maximize access and meet the needs of stakeholders.

- **Objective 3.1:** Deliver training that is both accessible and available to learners throughout the IFSS.

❖ **Strategies:**

- 3.1.1 Create periodic training plans and opportunities in collaboration with IFSS stakeholders.
- 3.1.2 Deliver training to accommodate diverse learning styles and career paths with respect to IFSS RTS needs.
- 3.1.3 Develop trainings that can be delivered in multiple modes and by multiple instructors.
- 3.1.4 Utilize in-person, virtual, hybrid, synchronous, and asynchronous delivery based on the complexity of course content to ensure application of the content in the field during food safety regulatory activities.

Objective 3.2: Maximize the availability of high-quality training opportunities through collaboration with IFSS stakeholders to meet IFSS regulatory partners' organizational needs.

❖ **Strategies:**

- 3.2.1 Facilitate ongoing sharing of training opportunities between FDA and IFSS stakeholders to provide options on availability.
- 3.2.2 Develop a process for sharing expertise, trainers, and responsibility for training delivery among the FDA, regulatory partners, and associations.
- 3.2.3 Deliver trainings in/from real-world environments where appropriate and possible.
- 3.2.4 Facilitate collaboration among IFSS stakeholders to create various training modalities and delivery methods based on the complexity of the course content to optimize learner options.

Strategic Plan Goal 4 (Draft/Management and Maintenance)



Goal 4: Management and Maintenance – Manage and maintain the IFSS regulatory training system.

- **Objective 4.1:** Create a governance structure of the IFSS RTS to ensure accountability.
 - ❖ **Strategies:**
 - 4.1.1 Establish a governance structure using public private partnership options or similar and processes among federal agencies and SLTT regulatory partners to ensure accountability of the IFSS RTS.
 - 4.1.2 Integrate the governance of the IFSS RTS among federal and SLTT regulatory partners to facilitate collaboration and ensure consistent planning and implementation.
- **Objective 4.2:** Build sustainability into the leadership structure of the IFSS RTS.
 - ❖ **Strategies:**
 - 4.2.1 Identify and implement qualities desired for sustainable governance of the IFSS RTS.
 - 4.2.2 Create succession plans for leadership within the IFSS RTS.
- **Objective 4.3:** Establish processes for efficient management of personnel & fiscal resources.
 - ❖ **Strategies:**
 - 4.3.1 Provide SLTT SMEs to supplement training with local expertise.
 - 4.3.2 Establish a budgeted timeframe for SMEs to commit to training.
 - 4.3.3 Increase the frequency of delivery to ensure training is available for learners as needed to complete their assignments effectively and efficiently.
 - 4.3.4 Deliver training by selecting methods and delivery options that maximize cost effectiveness and learner attainment of training content.

Strategic Plan Goal 5 (Draft/Collaboration and Consistency)



Goal 5: Collaboration and Consistency – Collaborate with stakeholders to ensure consistency of training quality..

- **Objective 5.1:** Align training to support both federal and state regulations where possible and relevant to facilitate consistent application and/or opportunities across the IFSS RTS.

❖ **Strategies:**

5.1.1 Establish processes to draw connections between similar or complimentary federal and SLTT regulatory requirements when possible.

5.1.2 Develop tools and guidance to support training developers in identifying similar and complimentary federal and SLTT regulatory requirements.

- **Objective 5.2:** Establish standardized requirements for training content, design, and delivery.

❖ **Strategies:**

5.2.1 Complete the National Curriculum Standard to serve as the standard for IFSS regulatory training.

5.2.2 Establish requirements for training content by leveraging the National Curriculum Standard.

5.2.3 Develop defined standard delivery practices for training instructors to use during instruction that will enhance the learners' retention of course content.

- **Objective 5.3:** Establish a robust training evaluation process.

❖ **Strategies:**

5.3.1 Develop performance measures to determine the effectiveness of individual courses and delivery methods.

5.3.2 Develop performance measures to determine effective and consistent application of competencies across HAF regulatory partners.

5.3.3 Develop performance measures to determine the strategic plan is meeting the IFSS's needs.

5.3.4 Conduct short-and long-term training evaluations of the performance measures.

