





## HAWAI'I COMMERCIAL KITCHENS

## Commercial Kitchen Mgmt

A 1-day workshop on Commercial Kitchens and Dept of Health Permitting







funding by RFP 4573 County of Hawaiʻi State and Local Fiscal Recovery Funds Food Security and Agricultural Initiatives Program

## Hawai'i Commercial Kitchens

- Funds for this program are from U.S. Department of the Treasury State and Local Fiscal Recovery Funds Program (SLFRF) authorized by the American Rescue Plan Act (ARPA).
- The County of Hawai'i is a recipient of SLFRF, and through RFP 4573 - Food Security & Agricultural Initiatives Program, Hawai'i County Dept of R&D offered \$5 million over 6 categories
- GreenKine LLC is subrecipient Category 4: Certified Kitchens
  - Cohort **Technical Assistance** 
    - hawaiicommercialkitchens.com
      - Cat. 3 Certified Kitchens Infrastructure



## Hawai'i Commercial Kitchens

#### Commercial Kitchen Cohort

- Kohala Food Hub HAWI
- Hawai'i Ulu Cooperative HILO
- Touching the Earth Farm HAWI
- Liko Lehua HILO & MT VIEW
- Moho Kitchen HAWAIIAN ACRES
- Onomea Farm Hub ONOMEA
- KUA o Kanāueue KONA



## Hawai'i Commercial Kitchens

- Technical Assistance to any food-related businesses in Hawai'i
   County that has been in operation since March of 2020.
  - Additional Technical Assistance available to eligible participants!
    - Business Coaching, Anthony Florig
    - Financial Planning, Dr Brett Carey
    - HACCP Plans, John Nakashima
    - Personnel Management, Daeus Bencomo
    - Marketing, Katie Neil, Ho`ōla Farms
    - Permitting, Megan Brady, Uproot Origin
- Future Monthly Workshops Open to the public!



## Food Basket - Malama Da Farmer

- www.hawaiifoodbasket.org/malama-da-farmer-grants
  - Deadline to apply: March 31, 2025 by 11:59 PM HST
  - Total Program Funding: \$710,000
  - Range of Grant Awards: \$5,000-\$25,000
  - Must attend a webinar!
    - Feb 24th
    - March 3rd



 Applicants must be a small business or nonprofit involved in agricultural food production since at least March 1, 2020.

## Anthony Florig, GreenKine LLC













## Ho'ola Veteran Services













## Agenda

- Introductions
- Hilo Food Hub Presentation
- Food Corridor kitchen software
- Break
- Chapter 50 Updated Provisions
- HACCP Plans
- Specific Examples
- Questions



## Introductions

- Name, Why you are here?
- Question or topic for the whiteboard?
- If your eligible for Technical Assistance!
- Hawaii Commercial Kitchens
  - Commercial Kitchen Cohort
  - Eligible Food businesses March 2020
- Ho`ōla Farms, Hilo Food Hub, Hawai'i Farm-to-Car?
  - Veteran, active duty or family?

## Refreshments

- ANYKINE WONTONS Hilo Food Hub
- OK FARMS Coffee
- ORIBE TEA Kona Mango Iced Tea
- HAWAII ULU COOP Mac Nuts
- ULU MANA Oahu
  - Ulu Chips & Hummus
- MAUNA IKENA Tangerines



- est 2020 by Zach Larsen, Brine LLC
  - Struggled finding kitchen for his food business, solved the problem for others
- in 2022 transferred to Ho`ōla Farms
- Cold Kitchen (no hood vent) = No open flames, No vaporized grease
- Open 24/7!







- Conner Daniels, Operations Manager
  - Started working with Ho`ōla Farms in 2023













- Most food operations that incude <u>serving food to the public</u> require a
   Department of Health Food Establishment permit:
  - Special Event FE Permit
    - Farmers Markets, etc
  - Food Establishment Permit
    - Green Placard
    - Many different types
      - Food Manufacturer
      - Restaruant
      - Food Truck (Mobile FE Permit)
  - These require the use of a commercial kitchen...



- The Department of Health is our friend!
  - www.health.hawaii.gov/san/
  - main office line (808) 933-0917
- Do your homework
  - o don't be afraid to ask!
    - Hawaii District Health Office/Hilo HELP DESK
    - 1582 Kamehameha Avenue
- Inspectors have jurisdictions, if you need a permit or commercial kitchen, find out who your inspector is!

## **DOH** - Special Event Permits

### Special Event Food Establishment Permit -

- Requirements:
  - Special Event Permit Application
    - Booth Drawing
    - \* Hand-Washing Station
    - Fee (based on # of days)
      - \*\*\* LOCATION SPECIFIC
  - Food Handlers Certification (\$9)



A special event is a planned activity where food is distributed to the public with or without charge at a public or privately owned property. This may include a sporting event, carnival, farmers market, religious organization function, fairs or other similar gatherings.

## **DOH** - Special Event Permits

582 KAMEHAMEHA AVENUE, HILO, HI 96720 ELEPHONE NUMBER: (808) 933-0917 FAX: (808 yaww.health.hawaii.gov/san APPLIC.		CIAL EVENT FOOD ESTAB	LISHMEN	IT PERMIT	STATE OF HAWAI DEPARTMENT OF HEALTH		
A) NAME OF EVENT		(B) EVENT LOCATION OR					
(C) EVENT COORDINATOR NAME (IF APPLICABLE)		(D) EVENT COORDINATOR	(D) EVENT COORDINATOR PH # AND EMAIL (IF APPLICABLE)				
		(D) EVERT COUNDIDATOR	(D) EVENT COORDINATOR PH # AND EMAIL (IF APPLICABLE)				
E) NAME OF FOOD BOOTH	(F) FOOD BOOTH CONTAC	(F) FOOD BOOTH CONTACT PERSON  (H) FOOD BOOTH CONTACT PERSON EMAIL					
G) FOOD BOOTH CONTACT PERSON PHO	(H) FOOD BOOTH CONTAI						
NAME OF PERSON(S) WITH FOOD SAF		CATION CARD, IF APPLICABLE (MUS	T BE PRESEN	IT AT ALL TIMES OF O	OPERATION)		
DAY (J) DATE/TIME OF EVENT	I pay I (n r	DATE/TIME OF EVENT	I DAY I	(J) DATE/TIME OF EV	ENT		
. IST DATE TIME OF EVENT	11.	MIETIME OF EVENT	21.	D) DATE TIME OF EV	ENI		
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	14.		24.				
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	16.		26.				
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THIS PERIVIT CANNO	I EXCEED ININ	IT-UNE (31) DATES					
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0.12.1	ACILITIES
(Check all ap	pplicable boxes)
FOOD PROTECTION:	(Y) TYPE OF HANDWASHING SINK:
(V) OVERHEAD COVERAGE:	☐ Gravity fed unit
	☐ Self-contained portable sink
☐ Pop-up tent ☐ Existing building	☐ Permanently plumbed sink
□ Other:	☐ Not applicable – prepackaged food only
a other.	(Z) EQUIPMENT USED FOR FOOD HANDLING AT FOOD
(W) PROTECTION FROM PUBLIC:	воотн:
	FOOD CONTACT SURFACES MUST BE CLEANED & SANITIZE OR REPLACED AT LEAST EVERY 4 HOUR
☐ Sneeze guards ☐ Only pre-packaged food	ON NEPDACED AT LEAST EVENT 4 HOUR
☐ Equipment covers ☐ Food handled at least 5 ft	□ Grill □ Wok
away	☐ Deep fryer ☐ Rice cooker
away	☐ Pans/tongs ☐ Blender
□ Other:	☐ Cutting board ☐ Other:
(X) FOOD HANDLING AT EVENT:	(AA) TEMPERATURE CONTROL AT EVENT:
ALL FOOD PREP MUST BE COMPLETED AT THE APPROVED SUPPORT KITCHEN.	KEEP HOT FOOD ≥135 KEEP COLD FOOD ≤41
□ Cooking □ Assembly □ Plating	☐ Cooler with ice/gel ice pack ☐ Refrigerator
□ Other:	☐ Chafing dish with sterno ☐ Cambro
	☐ Use time for control (procedures must be attached)
	□ Other:

(88) SITE PLAN – BOOTH DIAGRAM, INCLUDING HANDWASHING SINK (if required)

SAN APP THE 0818

## **DOH** - Food Establishment Permits

- Food Establishment Permit Requirements:
  - Permit Application
    - Support Kitchen Use Agreement
  - Fee based on risk level
  - Letter of Intent & Process Flow
  - Label
  - Food Handlers Certification (\$9)
  - O HACCP Plan?



Many different types of FE permits, some like the Mobile Food Establishment Permit, have additional requirements.

## Food Establishment Permits

San district

SANITATION BRANCH 1582 KAMEHAMEHA AVENUE, HL TELEPHONE NUMBER: (808) 933-4				DE	PARTMENT OF HEALT
www.health.hawaii.gov		FOR FOOD EST	ABLISHMENT PER	MIT	
			olue or black ink)	m	
ESTABLISHMENT NAME (	dba)				
ESTABLISHMENT LOCATI	ON ADDRESS				
STREET:					
CITY:			ZIP CODE:		
OWNER NAME (Corp., LLC	, Partnership, Sole Own	ner, Other)			
EST. PHONE #:		ОТН	ER PHONE #:		
MAILING ADDRESS (If diff	erent from establishme	nt location addre	ss)		
ATTN:					
STREET:					
CITY:		STATE:		ZIP CODE:	
E-MAIL ADDRESS (Option	al)				
DATE			DF OWNER/AGENT OF A	UTHORITY	
PHONE # OF OWNER/AGE	ENT OF AUTHORITY	PRINT NAME		TITLE	
	FEE AMOUNT:(Non-Refundable)	ESTABLISHME	ENT TYPE NUMBER:	RISK CATEG	ORY:
Payable to: STATE OF HAW Submit application and fee to:					
THERE WILL BE A SERVICE F	EE OF \$25.00 FOR ANY CH	HECK DISHONORE	D BY THE BANK.		
	SECTION BELOW FOR	OFFICIAL DEPAI	RTMENT OF HEALTH	USE ONLY	
FLOOR AREA (IN SQ. FT.):	TAX MAR	P KEY: ZONE	SECTION:	PLAT:	PARCEL:
CIRCLE APPLICABLE OPERATION	IS:		•		
1) RECEIVING	3) HOT STORAGE	5) TR	ANSPORTATION	7) REHEATING	
2) COLD STORAGE	4) THERMAL PROCESSI	NG 6) CC	OUNG	8) DISPLAY	

Signature of Agent/Dept. of Health

APPROVED BY

PERMIT NO .:

#### PERMIT FEES SCHEDULE

FOOD ESTABLISHMENT TYPE		RISK	PERMIT FEE
	(size)	CATEGORY	
Catering	-	1	\$400
Catering	-	2	\$300
Catering	-	3	\$200
Food Manufacturer - small	≤1,000	1	\$300
Food Manufacturer - small	≤1,000	2	\$200
Food Manufacturer - small	≤1,000	3	\$100
Food Manufacturer - large	>1,000	1	\$400
Food Manufacturer - large	>1,000	2	\$300
Food Manufacturer - large	>1,000	3	\$200
Food Warehouse - small	≤1,000	-	\$100
Food Warehouse - large	>1,000	-	\$300
Hotel Main Kitchen/Banquet/Convention	-	1	\$600
Hotel Main Kitchen/Banquet/Convention	-	2	\$500
High Risk Institutional Kitchens	-	1	\$400
Institutional Kitchens	-	1	\$400
Institutional Kitchens	-	2	\$300
Institutional Kitchens	-	3	\$100
Market - small	≤1,000	1	\$300
Market - small	≤1,000	2	\$200
Market - small	≤1,000	3	\$100
Market - large	>1,000	1	\$400
Market - large	>1,000	2	\$300
Market - large	>1,000	3	\$200
Mobile Establishment	-	1	\$300
Mobile Establishment	-	2	\$200
Mobile Establishment	-	3	\$100
Support Kitchen	_	1	\$300
Support Kitchen	-	2	\$200
Support Kitchen	-	3	\$100
Restaurant - small	≤1,000	1	\$300
Restaurant - small	≤1,000	2	\$200
Restaurant - small	≤1,000	3	\$100
Restaurant - large	>1,000	1	\$400
Restaurant - large	>1,000	2	\$300
Restaurant - large	>1,000	3	\$200
Service Area - limited food prep	-	_	\$100
Service Area - no food prep	<del>-</del>	_	\$50
Any Food Establishment used only to prepare or serve	_		430
food to the homeless without compensation,			
consideration, or donation by the person or persons	-	1	\$0
being served			
Any Food Establishment used only to prepare or serve	+		
food to the homeless without compensation,			
consideration, or donation by the person or persons	-	2	\$0
being served			
Any Food Establishment used only to prepare or serve			
food to the homeless without compensation,			
consideration, or donation by the person or persons	-	3	\$0
being served	1	I	I

## Dept of Health Doc Review

Hyperlinks (click to visit website!)

- Certified Kitchen Toolkit Checklist
- Homemade Food Rules (changing)
- Dept of Health Permits
  - Special Event Permits
  - Food Establishment Permits
- Dept of Health Food Safety Branch Website:
  - https://health.hawaii.gov/san/
- Dept of Health Food Safety Branch Food Info Page:
  - www.health.hawaii.gov/san/food-information/
- Label Guidance

## Hilo Food Hub

### Hilo Food Hub Requirements

- General Excise Tax License (\$20)
- General Liability Insurance (\$289/yr)
- Security Deposit (\$200)
- Food Handler's Certification
- Rental Agreement:
  - Plan A 10hrs/month min (\$200/mo = \$20/hr)
  - Plan B 25hrs/month (\$450/mo = \$18/hr)
  - Plan C 40hrs/month (\$640/mo = \$16/hr)
  - Food Truck Support \$125/month

## Hilo Food Hub

### Storage Rental

- Shelf Storage \$25/mo
- Cold Storage \$30/mo
- Frozen Storage \$30/mo



- 2x Blodgett Convection Ovens
- 20qt Mixer
- Dehydrators
- Vacuum Sealer, heat sealers
- SAMMIC-41 food processor

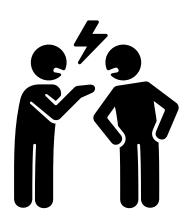


- Juicers
- Immersion blenders
- Water Activity & pH meters
- Office space w/ printer & wi-fi



## Shared-Use Kitchen Space

- Cleaning
  - Checklist and follow-up
- What to do in case of non-payment?
- Equipment
  - Cleaning, breakage, theft
- Building Maintenance
  - Supplies management]
- Conflict between tenants





Questions?

## Food Corridor



PRICING REQUEST DEMO SHARED KITCHEN TOOLKIT RESOURCES FIND A KITCHEN LOGIN

### The Shared Kitchen Management

#### **Software for Commissaries**

The Only Software Designed Exclusively for Shared Kitchen

Management

Isn't it time to stop juggling your calendars, chasing down payments like a mob boss, and manually scheduling your clients' kitchen hours?

Setup a Demo

Create My Account





## Food Corridor

### Scheduling

- Approval required for new clients
- Optional space & equipment calendars

### Billing

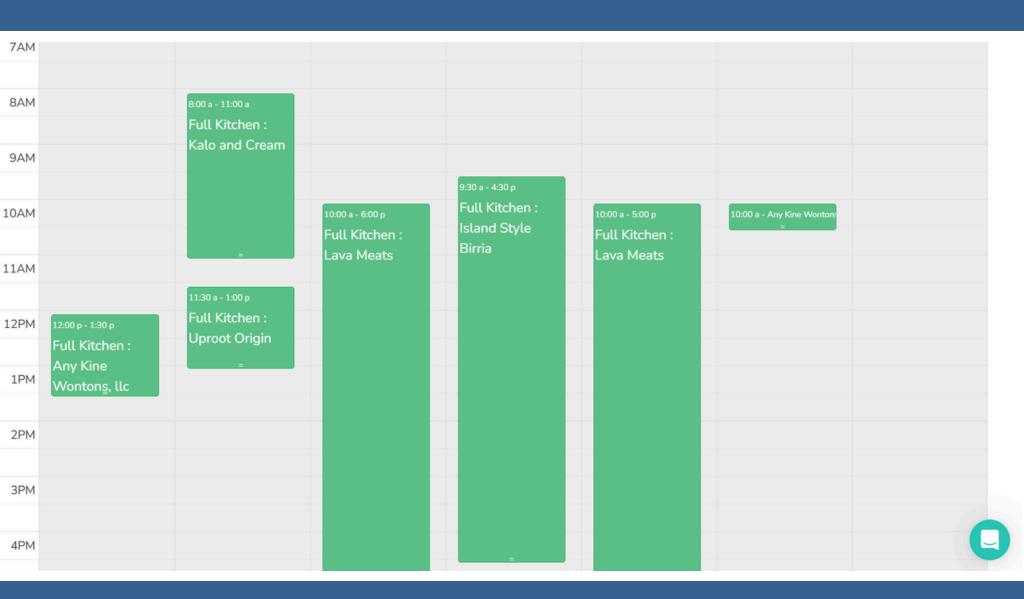
Secure payments via Stripe

#### Documents

- Shared document storage with expiration reminders
  - Insurance, Food Handlers Certification
  - Rental Agreement
  - Business License



## Food Corridor - Schedule



## Food Corridor - Billing

#### **Statement Charges**

The charges below have been successfully paid.

FEBRUARY 2025						\$326.	05 ᅶ
02/05/2025	Monthly Bill for Februa	ary (#569433)				\$326.05	$\odot$
	The item summary for	this bill.					
	Package A- 10 Hours Per Month For February Full Wire Shelf (1) Dry Storage Shelf (2x4) (1)		ITEM TYPE	PRICE	TAX	TOTAL	
			Time Billing Plan	\$200.00	\$9.00	\$209.00	
			Storage Rent	\$75.00	\$3.38	\$78.38	
			Storage Rent	\$25.00	\$1.13	\$26.13	
	The payment summary	for this bill.				\$313.51	
	PAYMENT DATE	PAYMENT TYPE	<b>:</b>		L PAID TFC FEE	REVENUE	
	02/05/2025 Stripe Payment - py_1Qp5OrL		nLU3AJH4sBfmqu4ba \$326.05		26.05 \$12.54	12.54 \$313.51	
						REFUND	

## Food Corridor - Documents

#### **Documents**

These are Required and other Shared documents, visible only between you and this food business.

#### **Business License**

\* REQUIRED

Upload your Hawaii GE Tax as proof that your business is licenced to do business in Hawaii.

Uploaded

0



#### Food Handler Certificate

★ REQUIRED

Commonly known as the ServSafe Certificate, this document shows that the client completed the appropriate food safety training required in your state.

Expires 04/09/25





#### **General Liability Insurance**

\* REQUIRED

Upload proof that your business has the appropriate business liability insurance with Ho'ola Veteran Services listed as additional insured.

**Expires 04/15/25** 





Rental Agreement - Uproot Origin



Uploaded





## Food Corridor - Reporting



**SCHEDULING** 

CLIENTS

**DOCUMENTS** 

BILLING

REPORTING

KITCHEN SETTINGS







#### Reporting

TOTAL

**Expired Docs** 

16

View Documents















## Insurance - FLIP



### Food Liability Insurance Program

- Starting at \$25.92/mo or \$299 per year
- \$10 discount with promo code!

#### Who We Insure



#### Caterers

Protect your catering business everywhere you work and extend your coverage to venues at no extra cost.

Learn More



#### Chefs

Keep serving up mouthwatering meals and enjoy coverage that shields you from paying out of pocket for claims.

Learn More



#### Farmers Market Vendors

Sell your food products at local markets and stay covered from costly claims like third-party bodily injury and damage to the venue.

Learn More



#### **Food Carts**

From sports games to bridal showers, FLIP has your back so you can take your food cart anywhere with confidence.

Learn More



#### **Food Trailers**

Extend coverage to your food trailer wherever it's parked with FLIP's exclusive food trailer endorsement.

Learn More



#### Food Trucks

Protect your food truck with affordable coverage in 10 minutes or less with our 100% online purchase process.

Learn More

Don't see your business type listed? See more industries

Get Quote

## Break

- Write questions on white board or in the chat
- Have a snack or refreshment
- Use the facilitites (bathroom code next to door)
- Casual networking
- Sign up for Farm-to-Car!
  - hawaiifarmtocar.com
- Check out permits and flyers
  - Food Basket's Malama Da Farmer grants!
    - hawaiifoodbasket.org
  - Hawaii Dept of Health Food Safety
    - health.hawaii.gov/san/

## Chapter 50 - Updated Provisions

- Hawai'i Revised Code Chapter 50
  - Food Safety Code Hawai'i Dept of Health
  - Homemade Food (HMF) definition changed to include pickled, fermented, or acidified plant food products that must have a pH at or below 4.2 OR a Water Activity (Aw) level at or below 0.88.
  - HMF producers will be allowed to sell to 3<sup>rd</sup> parties and wholesale their non-Temperature Controlled for Safety (TCS) products.
- Testing responsibility up to producer
  - pH paper, pH meter, and Water Activity Meter available at Hilo Food Hub

## Chapter 50 - pH & Water Activity



Jovitec Universal pH Test Paper Strip Roll, pH Full Range 0-14, 5 m/Roll (2 Rolls)

4.2 ★★★☆ (6,163) 300+ bought in past month

\$6<sup>59</sup> (\$3.30/Item) Save more with Subscribe & Save

**√prime** Two-Day

FREE delivery Sat, Jan 25



剅

Add to cart



2024 All-New pH Meter for Water -High Accuracy Digital pH Tester (0.01 Precision) with UL...

4.3 ★★★★ (1,601) 6K+ bought in past month

\$8<sup>99</sup> List: \$12.99 Buy any 6, Save 8%

**✓prime** Two-Day
FREE delivery **Sat, Jan 25** 

Add to cart



Water Activity Meter Smart Food Water Activity Tester for Jerky Dried Fruit Grain Vegetable Aw Moistur...

4.6

\$49900

Save 10% with coupon

**√prime** Two-Day

FREE delivery Sat, Jan 25

Add to cart



Water Activity Meter Smart Food Water Activity Tester for Food Jerky Dried Fruit Grain Vegetable, AW...

**3.9** ★★★☆ (27)

\$52499

**✓prime** Two-Day

FREE delivery Sat, Jan 25

Only 6 left in stock - order soon.



Add to cart

## **HACCP Plans**

- Hazard Analysis and Critical Control Points
  - Required for high-risk food products
  - Need is <u>determined by your DOH inspector</u>
  - Paperwork
- Understand the laws and regulations for your <u>specific</u>
   <u>product</u>.
- John Nakashima in Hilo is available on the island to help determine your classification and handles all technical forms needed to submit to the Health department

## **HAACP Plans**

### • Specialized Process:

- Fermentation
- Acidification
- Jarring/canning
- Drying/curing/smoking
- Sous vide, vacuum-sealing or reduced oxygen packaging of perishable food items outside of raw meats or items to be frozen, non-continuous cook-chill processes.
- \* EXCLUDED are process done for flavoring-only such as "quick pickle" style items held under refrigeration at all times and used within 7 days



## HAACP Plans - Juice

- Juice Wholesalers <u>required</u> by the FDA
  - online mail order
  - sold by another business's retail location
  - Hawaii Farm-to-car
  - used in another food establishment



- Heat (like Uproot Origin's product)
- Pressure-pasteurized (not common for small operations)
- Chl-sanitizer exterior rind scrub & soak for highly acidic citrus juices



## HAACP Plans - Juice

- Juice sold by direct retail only
  - poured from pitcher
  - or juice bottled and only sold in-house
- may be exempt from the HACCP and pasteurization requirement
  - labeled "unpasteurized for retail sale only."



## HAACP Plans - Juice

- Fermented or acidified beverages may be exempt from the Juice HACCP requirement,
  - however a HACCP Plan is still required for the fermentation process anyway
    - ex.) Magenta Hands beet Kvass

## Chapter 50 - Q&A

Chapter 50 document Review

## HAACP Plans - Variances

#### **Food Code Variances:**

- If food establishment has an operation or process that conflicts with the Hawaii Food Code (Title 11 Chapter 50 Food Code) a variance is required.
  - A HACCP Plan is typically a pre-requisite to apply for variance.
- **Examples**: out of temperature food items, a variation of one of the specialized processes listed above or a food item that has an inherently high risk associated with the product.

## HAACP Plans - Meat

#### Wholesale Meat/Seafood Manufacturers:

- The wholesale operation of meat or seafood manufacturers fall under the jurisdiction of the Federal USDA for meat/poultry and FDA for seafood.
  - (except for small egg farms/wholesalers)
- These operations are not covered by the State of Hawaii Dept.
   of Health Food Safety branch,
  - Both the USDA and FDA require a HACCP Plan for their manufactured items as a pre-requisite item.

## HAACP Plans - Meat

- Direct-to-consumer retail meat sales
  - is covered by the Dept. of Health
  - May not be required to have a HACCP Plan depending

on their process and use of materials

- Ex) Lava Meats
  - retail only operation
  - has a HACCP Plan covering
    - seasoning
    - curing salts





## **HAACP Plans**

#### • Sprouts:

 Seeding and growing of sprouts or beans due to the inherent risks associated with their temperature and soil growing conditions

#### Cultured Products:

 Cultured products that require inoculation of starter culture media, bacterium, or similar. Items that also use food additives, chemicals not typically seen in a retail food establishment operation.

#### Less Common Scenarios:

 Operating an extended wet storage tank or depuration system for molluscan bivalve shellfish, custom processing, dressing or slaughtering of wild game animals.

## Specific Examples

- What is your product?
- Where do you want to sell it?
- Where do you want to make it?



# HCK - Permitting & Compliance Questions!

 Zoom Recording of this presentation will be edited and made available at hawaiicommercialkitcens.com