



STATE OF MICHIGAN
DEPARTMENT OF AGRICULTURE
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

DON KOIVISTO
DIRECTOR

DATE: April 13, 2010

TO: All Local Health Departments (LHD's)
Attn: Medical Director / Health Officer / Director of Environmental Health
Michigan Department of Agriculture (MDA)
Attn: Food and Dairy Division Managers

FROM: Becky Peterson
Food Service Program
Food and Dairy Division

A handwritten signature in cursive script that reads 'Rebecca Peterson'.

SUBJECT: P.A. 188 Smoke Free Air Law

After passage of P.A. 188, The Michigan Department of Community Health requested that the Michigan Department of Agriculture assist in developing forms and policies for enforcement of P.A. 188.

MDA approached MALEHA with this request, and a Smoke Free Air Workgroup was formed consisting of members of the MALEHA Food Committee, MDA, and MDCH. This workgroup, with approval from MALEHA, developed policies for handling complaints; violations found during a food service establishment evaluation; a template for documenting complaints; a database for logging complaints; and form letters to be used in handling complaints.

Most of these documents will be soon placed on the MDCH Smoke Free Air website, but I wanted to provide you with copies of the documents; as well as the database and a complaint form template. This template is provided in a PDF format, an electronic format without the ability to add a signature, and an electronic format with the capability to add an electronic signature. The forms are also being printed by MDCH as NCR, 2 page forms that will be provided to your evaluators upon request.

If your jurisdiction has a complaint database that you prefer to use, that is acceptable. MDA wanted to provide a complaint tracking database for those local health departments who choose to use it. (I want to extend our thanks to Kalamazoo County for developing this database and sharing it statewide.)

As always, if you have any questions or comments, please contact me at 517-241-0141 or at petersonr2@michigan.gov

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