**Conference for Food Protection**

**2012 Issue Form**

**Internal Number: 109**

**Issue: 2012 II-001**

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| **Council Recommendation:** | Accepted as  Submitted |  | Accepted as Amended |  | No Action |  |
| **Delegate Action:** | Accepted |  | Rejected |  |  |  |

*All information above the line is for conference use only.*

**Title:**

Report - Constitution and Bylaws/Procedures Committee

**Issue you would like the Conference to consider:**

The 2010 - 2012 Constitution and Bylaws/Procedures Committee has addressed recommendations from the 2010 Biennial Meeting and from the Executive Board and have prepared a report summarizing its work.

**Public Health Significance:**

The Constitution and Bylaws/Procedure Committee shall submit recommendations to improve the Conference administrative functions through proposals to amend the Constitution and Bylaws and Conference Procedures.

**Recommended Solution: The Conference recommends...:**

acknowledgement of the submitted report and appreciation for the work of the 2010 - 2012 Constitution and Bylaws/Procedures Committee members.

The Conference further recommends that the Constitution and Bylaws/Procedures Committee be assigned the following charges:

***Charge:*** Continue work on charges previously assigned by the Executive Board to:

1. Research "scope" of Executive Board authority concerning direct approval of policy and procedures changes by the Executive Board rather than approval through Issue submission at the Conference Biennial Meetings.

2. Clarify the "scope" of activities assigned to committees that includes:

a) Development of a process of expanding or adding committee charges between biennial meetings.

b) Clarification of language in Conference Procedures Section VIII (D), (F.5.), (H.2.).

3. Clarify what the Executive Board may, under the Constitution and Bylaws and Conference Procedures, do with extracted Issues.

**Charge:** Review and consolidate the existing Conference for Food Protection Constitution and Bylaws, Conference for Food Protection Procedures and Conference for Food Protection Biennial Meeting Manual, position descriptions, conference policies, etc., into a comprehensive "Conference for Food Protection Manual".

**Charge:** Report back to the Executive Board; and, submit recommendations as Issues at the 2014 Biennial Meeting.

**Submitter Information:**

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**Attachments:**

* "Attachment A: Constitutions and Bylaws/Procedures Committee Final Report"
* "Attachment F: Constitutions and Bylaws/Procedures Committee Roster"

It is the policy of the Conference for Food Protection to not accept Issues that would endorse a brand name or a commercial proprietary process.