**Conference for Food Protection**

**2014 Issue Form**

**Internal Number: 023**

**Issue: 2014 II-019**

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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:**

CBP 2 - Scope of Executive Board Regarding Policies and Procedures

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

Issue 2012 II-001 directed the 2012 - 2014 Constitution, Bylaws and Procedures Committee to research the "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. There has been ongoing concern that, while the current Constitution and Bylaws provides authority to the Executive Board to "...manage the affairs of the Conference", there is insufficient language to allow the Board to make necessary policies or procedures to facilitate the usual and customary management of the organization in an expedient and efficient manner during a biennial period.

The language provided below is intended to clarify the Board's authority relative to policies and procedures of the organization without superseding the authority of the Assembly to have oversight for the Conference for Food Protection as a whole.

**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...:**

1) the amendment of the Conference for Food Protection Constitution and Bylaws, Article V, creating a new Section 3 clarifying the Boards ability to create policies and procedures as necessary to manage the affairs of the Conference as follows (new language underlined):

**Article V Duties of the Assembly and the Board**

**Section 1.** The Assembly with recommendation from a Council or the Board shall approve or reject all recommendations including those pertaining to the Constitution and Bylaws, any Conference procedures, all Memoranda of Understanding or other formal agreements and other necessary actions including resolutions; and establish Conference policies and positions on all subjects related to the objective of the Conference except as delegated (by the Assembly) to the Board. If a recommendation is approved, it shall be referred to the Board for appropriate disposition. If a "No Action" recommendation is rejected, the Issue will be referred to the Board for its consideration.

**Section 2.** The Board shall manage the affairs of the Conference.

**Section 3**. The Board may establish operational policies and procedures, with the concurrence of two-thirds (2/3) of the voting Board members, that detail management functions and oversight of the Conference organization. Such operational policies and procedures may include, but are not limited to budget, finances, expenditures, and coordination and implementation of biennial meeting obligations and operations.

2) The subsequent renumbering of Sections 4 through 15.

**Submitter Information:**

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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.