**Conference for Food Protection**

**2020 Issue Form**

**Issue: 2020 II-005**

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

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

**Issue History:**

This issue was submitted for consideration at a previous biennial meeting, see issue: 2018 II-24; new or additional information has been included or attached.

**Title:**

Report-Constitution ByLaws and Procedures Committee (CBPC)

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

At the 2018 Biennial Meeting the CBPC was charged with:

**1.** Review the Conference for Food Protection governing documents (Conference for Food Protection Constitution and Bylaws, Conference Procedures, Conference Biennial Manual, position descriptions, conference policies, etc.) to facilitate a merger and conformance of these documents into a comprehensive "Conference for Food Protection Manual." (Issues 2012-II-001, 2012-II-004, 2014-II-018 and 2016-II-026)

**2.** Review membership and constituency at-large members on all committees and offer recommendations on how to address the quantity and functionality of committees

**3.** Report back to the Executive Board; and submit recommendations as Issues at the 2020 Biennial Meeting

**Public Health Significance:**

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

The CFP Constitution is our foundational document; and therefore needs to be unassailable.

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

Acknowledgement of the 2018-2020 Constitution Bylaws and Procedures Committee Final Report and thanking the committee members for their hard work.

**Submitter Information 1:**

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**Content Documents:**

* "Committee Final Report"
* "Committee Member Roster"
* "CBPC At-Large Constituency options"
* "Categorization of CFP Documents"
* "Draft Revised CFP Constitution and Bylaws"
* "Draft Final MOU between CFP and NACCHO"

**Supporting Attachments:**

* "Meeting Minutes"
* "Attendance at conference calls"

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.