

Hello Group,

Here are the minutes from the kickoff call (12/19/2018):

- Greeting and antitrust statement.
 - > Attendance was taken at the start of the call.
- Proposed calendar for calls is 1/9, 1/23, 2/6 then second Wednesdays of the subsequent months (3/13, 4/10, 5/8, 6/12, 7/10, 8/14) which concludes on September 11th. We'd also like to ask for flexibility, as we may need to include additional calls in the coming months. If we are all in agreement with the proposed schedule of calls, calendar invitations will be sent out by the end of this week.
 - > 1/09 - Review Charge 1
 - > 1/23 - Review Charge 3
 - > 2/06 - Review Charge 2. David Read will review the IFPTI group work for Charge 2.
- Discuss procedures/Food Shield access and use. Meeting minutes will be posted on our Food Shield workgroup page within 48 hours of our calls.
 - > Angie Cyr sent out the Food Shield usernames and passwords from that website on November 5th. Confirmed successful access to the workgroup documents.
- Goals/Review the charges assigned to this subcommittee. Subcommittee reports will be prepared and submitted according to the CFP master calendar. The first of which is due by 2/09/2018.
 - > The charges under the issue 2018 II-019 were reviewed with the group and explained briefly.
 - > David Read gave an update on his work specifically reviewing the regulatory training program. He shared the website to reference his group work, <https://ifpti.org/retail-food-framework/>
 - > To prepare for the upcoming call, the group was asked to review the documents uploaded to Food Shield. Pages 2,3, 19-25 of the 2017 Program Standards Committee Report are pertinent to us, as we continue reviewing the issue.

Call Participants (8)

DeBrena Hilton
Adam Kramer
Amanda Douglas
Christine Sylvis
Matthew Walker
Kenesha Williamson
David Read
Katey Kennedy