Final Meeting

Here are the minutes from the call (10/02/2019):

During the meeting, the group discussed all pending items. We connected with Angie Cyr for some clarifications prior to the meeting. Dave Read cautioned the group to consider that courses which are not recommended become unavailable. CFP meets once every two years. Also, many of the new courses are designed with the intention to increase the learner's competency and not mimic the course design of the past. Christine reviewed the language of our charge as it relates to the standard 2 curriculum.

The 5 (out of 7) voting members on the call voted on the committee's suggested changes to Standard 2. Pending items for today's vote:

- Each topic/class added to Standard 2, Appendix B1 will require an individual issue submission with reasoning why it should be included (**Charge 2A**)
- Change in format of Standard 2, Appendix B1 will require an issue submission (**Charge 2A**)
- Change of date for Standard 2 post training will require and issue submission with reasoning why (**Charge 2B**)
- Changes to CFP Training Manual to align Standard 4 with Standard 2 – each addition will require an individual issue submission with reasoning why (**Charge 3**)

Voted Actions for IFPTI courses

B8 Environmental Hazards (CC8024W) – Add to the pre-coursework
Pending B10 HACCP (CC8033W) – Additional feedback needed from reviewers; Vote via Survey Monkey
B12 Integrated Food Safety System (CC8018W) – Add to post-coursework
Pending B13 Inspections, Compliance, & Enforcement (CC8019W) - Additional feedback needed from reviewers; Vote via Survey Monkey
Pending B14 Investigation Principles (CC8020W) - Additional feedback needed from reviewers; Vote via Survey Monkey
B15 Jurisdiction (CC8037W) – Replace FDA 35 in the pre-coursework
Pending B16 Labeling (CC8038W) - Additional feedback needed from reviewers; Vote via Survey Monkey
B17 Laws, Regulations, Policies, & Procedures (CC8039W) – Add to pre-coursework
B19 Pest Control (under development) – Add to pre-coursework
B20 Plumbing CC8001W (under development) – Add to pre-coursework
B22 Professionalism (CC8025W) – Add to the pre-coursework
B23 Public Health Principles (CC8026W) – Replace FDA 36 in pre-coursework
B24 Recalls (CC8041W) – Add to post-coursework
B25 Sampling (CC8035W) – Replace MIC13 in the pre-coursework
B26 Sanitation Practices (CC8032W) – Replace MIC15 in the pre-coursework
B27 Traceability (CC8042W) – Add to post-coursework
B28 Transportation (CC8036W) – Add to post-coursework

Updates to the CFP Training Manual were reviewed. The group agreed to recommend that Traceability, Recalls, and Transportation be included with Integrated Food Safety System under a header of the same name in "post" coursework.

Christine Sylvis will be an issue submitter. We need volunteers to be co-issue submitters. Issue submitters will need to attend the biennial meeting to discuss the issue and answer any questions from Council. Also, we can have up to (2) issue submitters per issue. As of today, we will have approximately 20 issues.

Next, we will complete our final report, vote on remaining items, and coordinate volunteers for issue submission through Survey Monkey.

Pending Vote

1. B10 HACCP (CC8033W) course recommendation
2. B13 Inspections, Compliance, & Enforcement (CC8019W) course recommendation
3. B14 Investigation Principles (CC8020W) course recommendation
4. B16 Labeling (CC8038W) course recommendation
5. Add to CFP Training Manual Section 1 Pre-inspection, #2 Reviews establishment file for previous inspection report, complaints on file… (review current risk category) and Section II Inspection observations and performance #3 Uses a risk-based inspection methodology to correctly assess regulations… (verifies risk category is correct based on inspection observations)
6. Add to CFP Training Manual Section II Inspection Observations and Performance, #6 addresses violations on previous inspection being corrected
7. Add to CFP Training Manual Section IV. Written Communication, #1. Completes inspection form per jurisdiction's administrative procedures addresses violations on previous inspection being corrected

Call Participants (8)
Kenesha Williamson[v]
Christine Sylvis[v]
Adam Kramer
Mark Speltz[v]
Dave Read
Amanda Douglas[v]
Matt Walker[v]
Katey Kennedy