

## Item 2.1.1a (1)

Template approved: 07/13/20/21

### Committee Progress Reports are considered DRAFT until accepted by the Executive Board

The Conference Chair, Executive Director, Council Chair, or Issue Chair may return committee reports, Issues, or attached documents requesting edits to improve clarity or understanding, or to include missing information.

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COMMITTEE NAME: CFP-ISSC Committee on Shellfish

DATE OF REPORT: ☒ Initial fall progress report ☐ Spring progress report ☐ Second fall progress report

Date submitted: 10/8/2021

Date amended (if applicable): [Click here to enter a date.](#)

Date accepted by Executive Board: [Click here to enter a date.](#)

COMMITTEE ASSIGNMENT: ☒ Council I ☐ Council II ☐ Council III ☐ Executive Board

REPORT SUBMITTED BY: Thomas McMahan

COMMITTEE CHARGE(S):

#### Issue # 2020 I-004

1. The Committee recommends the following charges:

- Continue work to develop guidance documents for foodborne illness outbreak investigations for State and Local retail food inspectors and documents for best practices related to compliance for traceability for retail food establishment.
- Report the committee's findings and recommendations at the next CFP Biennial Meeting.

COMMITTEE WORK PLAN AND TIMELINE:

TBD

COMMITTEE ACTIVITIES:

1. Dates of committee meetings or conference calls:

TBD

2. Overview of committee activities:

TBD

3. Charges COMPLETED and the rationale for each specific recommendation:

a. TBD

4. Status of charges still PENDING and activities yet to be completed:

a. TBD

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

☒ Board Action is NOT required and therefore the report can be placed on the consent calendar for Board review and acceptance.

☐ Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.

1.

2.

ATTACHMENTS:

1. Content Documents:

a. Committee Member Roster: ☒ See changes noted above under "requested action" ☐ No changes to previously approved roster  
"Committee Members Template" (Excel) available at: [www.foodprotect.org/work/](http://www.foodprotect.org/work/) Committee roster to be submitted as a PDF attachment to this report.

b. Committee Generated Content Documents (OPTIONAL): ☐ No draft content documents submitted at this time

2. Supporting Attachments (OPTIONAL): ☐ Not applicable