

CONFERENCE FOR FOOD PROTECTION

Compensation Committee

Committee Report

Executive Board Meeting

Omni San Antonio Hotel

9821 Colonnade Boulevard

San Antonio, TX

April 18-19, 2007

Ben Gale, Committee Chair

Committee Members:

- Ben Gale Chair
- Larry Kohl Member
- Glenda Christy Member
- Elizabeth Nutt Member
- Alison Rein Member
- Debi Williams Member

Committee Charges:

- Develop a job description for the new Executive Director position.
- Create and develop a job description for an Executive Treasurer position.
- Draft Service Agreements for (1) Incoming Executive Director, (2) Outgoing Executive Director, (3) Executive Treasurer, and (4) the Executive Assistant.
- Recommend appropriate compensation for each position to the Executive Board

Committee Report:

Following multiple conference calls and numerous e-mail exchanges the Committee successfully presented to the Executive Board job descriptions for each position.

Simply stated, all of the financial responsibilities were removed from the original Executive Director Position Description (PD) and these tasks were placed in the new PD for the Executive Treasurer. Applications were then entertained for the new Executive Director position. Mr. Jeff Lineberry was selected, offered, and accepted the position.

The transition timeline is as follows:

1. Beginning April 1, 2007, Jeff Lineberry will be under contract as the Incoming Executive Director.
2. During the period April 1, 2007 through September 30, 2007, Jeff and Trevor will share the Executive Director responsibilities.
3. Beginning October 1, 2007 and continuing through September 30, 2008, Jeff will assume full responsibility for the Executive Director duties and Trevor will assume the Executive Treasurer duties.

The Committee developed and presented to the Executive Board a two-year cost analysis that recommended appropriate compensation for each of the positions during the transition phase (2006-2008). The plan was approved by the Board. Immediately following that approval, an outreach and recruitment effort was initiated. As a result of that effort Mr. Jeff Lineberry was appointed to the Interim Executive Director position.

Copies of the applicable Position Descriptions and the compensation packages have been distributed under separate cover.