



Conference for Food Protection Executive Board Meeting Minutes April 18-19, 2007 San Antonio, TX

Voting members present: Gifford, Gerzonich, Girard, Anderson, D. Williams, Luedeman, Gale, Coffill, Hardister, Nutt, Christy, Linton (limited, by phone), Smyly, Daniels, Gurrisi, Kohl, Reimers, Smith, Sharar

Nonvoting members present: Cornman, P. Williams, Hale, Ludwig, Rosenwinkel, Drew, Everly, Schaffner, Lineberry, T. Hayes, Wright

Voting members absent: Glassburner, Hedman, Rein (resigned), Liang

Non-voting members absent: Buchanon, Griffith

Guests: Ferko, Lewis, Deasy (for Liang), Hancock, Marlow, L. Hayes, Hendy, McAndrew, Chew, Barnes

Introductions and Roll Call

Conference Chair Nutt called the April 2007 CFP Executive Board Meeting to order. A silent roll was completed by Wright. Hayes extended apologies from those unable to attend the meeting (Linton, Hedman, Rein, Glassburner, Griffith). Hayes reminded the assembled group of the CFP antitrust statement.

The guests in the room were acknowledged, especially three members of the Local Arrangements Committee (LAC) - Deborah Marlow, Ruth Hendy, Steve McAndrew. Jeff Lineberry was welcomed as the Incoming Executive Director.

Outstanding Business and Updates - Chair Elizabeth Nutt and Executive Director (outgoing) Trevor Hayes

Hotel and Local Arrangements Meetings

Hayes and Nutt reported that the meetings held the previous day went well affirming their confidence that the hotel will be an excellent Biennial Meeting location. A 60% per diem allowance has been negotiated; there is adequate parking, numerous restaurants nearby, huge Council rooms, and an accommodating staff. The LAC meeting was also very productive and they have confidence that this Committee will make the conference a resounding success.

Deborah Marlow gave a presentation about the Local Arrangements Committee's plan. Duties have been divided up between 4 co-chairs (State, San Antonio Metro Health, Industry, and San Antonio/TX Restaurant Association). Planning is underway for a taste of TX reception and a Mexican-themed dinner for Monday night. Buses have been arranged to the Riverwalk for Sunday night and a Tuesday afternoon Alamo tour will be offered. A mock CFP presentation will be done at the TEHA meeting to expose local regulators to the CFP process.

Reimers and Marlow reported that there is lots of interest in participating in the Biennial Meeting. They suggested that CFP members may wish to stay on after the meeting and enjoy the San Antonio Fiesta. We will be able to enjoy pre-arranged hotel rates for one day before and three days after the Biennial Meeting on a space-dependent basis. Hayes encouraged the attendees to join the Omni Hotel Select Guest Program to enjoy amenities such as free WiFi for future stays. Hotel contract includes 31 "parlor" rooms available for most Board Members.

Issues 2006-II-38 and 39

Nutt asked Smith to address concerns related to including a Bachelor's degree requirement in Standard No. 2 of the FDA Voluntary National Retail Food Regulatory Program Standards, as brought forward by representatives from the State of Minnesota. Debra Chew, Deputy Director, FDA's Office of Equal Employment Opportunity and Diversity Management, joined the meeting by Conference Call.

Hayes summarized the letter he received from the Minnesota Environmental Health Association requesting that we revisit these issues and the history of this issue. Gurrisi reported that the Certification of Food Safety Professionals Committee in their report to the Board also planned to ask FDA to present a written response to this issue. Girard read the section from the August 2006 Executive Board meeting minutes that stated that FDA would enhance their explanation for not concurring with the recommendations on Issues 2006- II-38 and 39 and asked if this had been done. Smith explained that the FDA position is reflected in their written response to the Conference Chair in July 2006, he also presented a more detailed explanation of the FDA position on a 50-state call on October 19, 2006. Smith recalled the explanation provided on the 50-State call that addressed the two primary reasons why FDA believes modifying Standard No 2 as recommended is not appropriate. First, FDA believes that specification of any minimum hiring requirement is beyond the scope of Standard No. 2, which is intended to define how a retail food regulatory program can best develop the competencies of its inspection staff. Second, if FDA was to consider expanding the Scope of Standard No 2 to include recommendations for minimum hiring requirements for inspectors it would have to do so in a manner that is consistent with the Agency's policies on creating equal employment opportunities for all Americans. The Agency does not wish to promote hiring practices that have the potential to create a disparate impact on certain segments of the population. Chew cited relevant case law (Griggs vs. Duke Power Co.) and indicated that unless there is compelling evidence to show that a particular degree is necessary in order for a person to carry out the functions of a position, establishing that such a degree is required has the potential to create an unnecessary disparate impact. Chew added that the agency considers the evaluation of comparable experience and education to be important in hiring decisions.

Luedeman appreciates the FDA policy with respect to these issues. However, he feels the Executive Board has been put into a position of representing the CFP Assembly that accepted these Issues. He further believes that the Executive Board should be called upon to state its position in a motion.



Luedeman moved and Girard seconded that the Executive Board support the Assembly position regarding Issues 2006-II-38 and 39 and that the Chair of the Conference for Food Protection Executive Board write a letter to the FDA requesting that they reconsider their position and support the Issues as recommended by the Assembly at the 2006 conference. The motion further requested that the response from the FDA be in writing. Vote: 12 yes; 5 no; 1 abstain (FDA). The motion passed.



Chair Nutt will write a letter to the FDA stating that the Executive Board supports the Assembly position regarding Issues 2006-II-38 and 39 and requests that the agency reconsider its position and support the Issues as recommended at the 2006 Meeting.

Prior to the vote on the above motion, discussion included the following: Daniels asked if it would have been acceptable to FDA had the original language stated language similar to "Bachelor's degree or equivalent". Smith reported that FDA would likely have non-concurred on the basis that the proposed change would have gone beyond the intended scope of Standard 2. Smith added that depending on the specific language proposed, FDA's concerns about unfair hiring practices would likely have been alleviated had experience and training, in conjunction with higher education, been captured in the recommendation. It was noted that some jurisdictions may be equally unhappy if "equivalent" language were incorporated into the standard rather than an absolute degree requirement. Anderson questioned whether the Board has the ability to make such a change. Nutt agreed that the Board cannot change the language of an Issue. 2008 may generate another issue. Gale mentioned that a State's accreditation standard vs. a degree may be cited.

Smith indicated that he will ensure that CFSAN gives careful consideration to any Board request but that in the absence of new information the position is not likely to change significantly. Luedeman reminded the Board that these standards are voluntary. Everly suggests that before this Board considers this issue they reread the standards which have changed considerably. Cornman said that those jurisdictions that have embraced the Standards don't necessarily view the Standards as voluntary because they want to do all they can to meet them.

Issue 2006-I-27

Hayes reviewed Issue 2006-I-27 and asked that Conference name a member who would interface with Interstate Shellfish Sanitation Commission (ISSC); Reimers reminded the group that Larry Edwards of FMI said he could do this and recommended that we approach him. Everyone agreed that he would be a good choice and should be approached.



Hayes/Lineberry will address this possible assignment with Edwards. There is an ISSC Meeting the week of August 12 in Albuquerque that Edwards could attend. (Note: Since this discussion we have discovered that Edwards is no longer with FMI.)

Memorandum of Understanding with the Association of Food and Drug Officials

Hayes advised the Executive Board that the MOU with AFDO has been signed. MOU's must be submitted to Council II through the Issue process. The CDC is also working on an MOU that he would like to have by the August Board meeting. The Constitution & Bylaws Committee will need to submit Issues adding these MOU's to the Conference for Food Protection.



Hayes/Lineberry will address this assignment with Griffith.

Executive Director Position

Chair Nutt stated that this will be Trevor's last Executive Board meeting in his current capacity and we want to recognize his and Linda's service with a small token of appreciation. Flowers and a gift were presented to them.

Hayes was surprised by a spontaneous standing ovation as the Board expressed its appreciation for where he and Linda have taken this organization. Hayes expressed appreciation to Linda for her constant help and expertise and thanked Jeff for stepping into his shoes.

Chair Nutt called for a moment of silence for the victims of the VA Tech tragedy.

Executive Director Report

Outgoing Executive Director Hayes reported that the ED recruitment process was handled openly. There were 2 viable candidates and the Search Committee selected Jeff Lineberry, formerly of the State of California Food and Drug Branch. The transition is going smoothly and Hayes reviewed the previously submitted transition plan. Trevor and Linda Hayes will continue to work with the LAC.

Hayes provided a financial overview and reported that the Executive Board had reviewed and approved the Year-end financial statement for 2006 by e-ballot. The Board also reviewed and approved the 2007 annual operating budget by e-ballot. The Jan-March 2007 financial statement was distributed and will be dealt with by e-ballot. The San Antonio budget for the Biennial meeting has been drafted and will be distributed for review and approval via e-ballot. Revenues have increased due to CD interest rates, membership outreach, excellent attendance in Ohio, and increased sponsorships. Expenses have increased, also. The Providence meeting will incur higher costs, and we need to plan for that. There are also increased costs for CFP administration due to the division of duties into 3 positions. Hayes thanked the Board for their support in expanding the administrative staff. We need enough operating capital to get us through a meeting year and a non-meeting year. There was an open discussion to consider raising membership dues. Proposed registration increase from 375-395. Package of 475 be raised to 495. Daniels asked if sponsorship levels could be increased. Eils and sponsorship Committee felt we wanted to have an inclusive rather than exclusive sponsorship program.



Williams moved and Gifford seconded motion to increase registration fee to \$395 and leave membership at \$50 through the 2008 meeting. Motion carried unanimously.

Hayes for Eils discussed a request from the Sponsorship Committee that resulted in the following motion. Prior to the vote, the following points were raised. Everly noted that free registrations dilute the sponsorship levels. Daniels also reiterated that consideration be given to higher sponsorship levels. Reimers will take these issues back to the Committee.



Smyly moved and Luedeman seconded the motion that the Executive Board affirms the Sponsorship Committee's recommendation to maintain the same levels of sponsorship and that the Committee reappraise the benefits associated with each membership level. The motion carried.

The Food Service and Packaging Institute (FPI) sent a request to the CFP Board for ideas to increase applicants for the Crumbine Award thus encouraging more competition. FPI is considering simplifying the application process or limiting the scope of the award to a specific segment of a program rather than the whole. Discussion ensued. Crumbine recipients on the Board said no to placing limits on program scope. Outreach could be improved; process could be simplified; instructions could be rewritten. CFP Board could provide an information table at the Biennial Meeting. A guidance document could be developed to help people think ahead and start preparing for a multiyear window to prepare a final application. A packet for submittal with required format would be good so it would be easier to compare applications. Agencies could dedicate those staff members within an agency working with Program Standards to the Crumbine Award application process since they are linked in terms of program improvement. It was also suggested that Crumbine sponsor home pages could provide Crumbine Award links.



Hayes/Lineberry will share these recommendations with FPI.

Later in the meeting, Hayes stated that the budgeted travel subsidy for Crumbine Award can be used for other needs since most Crumbine work has been done with telephone conference calls. Gifford indicated that if the number of applicants increases, perhaps the jury needs to get back together and then would need the funds. Hayes will consider this when evaluating the best use of this reserve. It was determined that no travel subsidy would be provided for Award recipients and that some of the reserve could be used to facilitate marketing of the Award.

Hayes reports that Rein resigned her position at NCL and there is an opening now for a consumer on the Executive Board. He reviewed the Board's Constitution & Bylaws obligation to appoint an interim board member. CSPI has been approached and Ken Kelly may be willing to serve until 2008. His decision is pending and Hayes will keep the Board apprised.



Hayes/Lineberry will communicate with Ken Kelly to solicit his participation on the Board and will communicate status with the Executive Board members

Hayes stated that there are a few 2008 Biennial Meeting assignments remaining and referred everyone to the Biennial Meeting List of Assignments distributed to the Board.

1. Council and Parliamentary Procedure Orientation - Allen Gelfius and Charles Otto
2. Scribe/Runner Orientation and Supervision - Dee Williams
3. Assembly Orientation - Allen Gelfius and Elizabeth Nutt
4. New Attendee Orientation - Larry Eils
5. Committee Formation Meeting - Girard agreed to identify someone to co-chair
6. Parliamentarian for Assembly Session - Gelfius
7. Consensus/Caucus Leaders - TBD (Board members from these constituencies should lead their caucus sessions; Williams and Gifford have already stepped forward to lead the State caucus.)

Parliamentarians Krakowski and Boone will no longer work in this capacity so we will have Allen Gelfius only. Allen recommends we adopt a structure of Parliamentary supervisor similar to Scribe Supervisor but we need to ID people with the kind of experience that we need and want. Discussion ensued on how we rectify our need for Parliamentarians.



Hayes/Lineberry/Wright will poll the membership through an email to see if we have people within our ranks that have Parliamentary Procedure expertise.

Executive Assistant Report

Wright reviewed previously submitted report with membership data. She verbally amended the report to include that migration to the new website will be postponed until the completion of the online Council Application period (ending June 29). Wright reminded the Board to keep in mind that the website is a living document and will grow with time.

Incoming Executive Director Lineberry reviewed the Council Application process that he has been developing. Everyone who wishes to be considered for a Council seat needs to apply online (foodprotect.org) from May 14-June 29th. The completed form will be emailed to Lineberry and Council Chairs and Vice Chairs based upon Council selections. Attendees at the 2006 Biennial Meeting who expressed an interest in serving on a Council will be notified by email that the application period is open. Everyone will also receive a postcard that will precede the opening of the application period. The letter of selection for Council members will include information about Vice Chair opportunities for the 2010 Biennial Meeting and will include a web link for the position description. Interested members will be encouraged to make their interest known to their respective Council Chair and Vice Chair.

Transformation of ORA

Richard Barnes, Director, Division of Federal/State Relations (DFSR), joined the Executive Board Meeting by teleconference to discuss the proposed transformation of FDA's Office of Regulatory Affairs (ORA). Barnes expressed appreciation for the opportunity to address the Board. He stated that he cannot provide any written information on the restructure as yet. ORA is the field structure for the Agency. Changes will include the centralization of leadership, concentration of labs, coordination of field structure, reduction of layers of management, and a number of other priorities. The Division of Human Resource Development will remain intact and will hopefully be expanded. 9500 state and local sanitarians are registered with ORA-U.

Under the current proposal, the Office of Regional Operations will become Office of Field Operations with 3 divisions. All public affairs specialists will report directly to DFSR which will be renamed the Division of Leveraging and State Initiatives and will oversee collaborative activities in ORA. The Division of Field Investigations and Division for Inspections of International Operations will be the other Divisions in the Office of Field Operations. FDA Laboratories that report to ORA and will be reduced (13 to 6 - NE, SE, Central, NW, SW, Forensic Chemistry center in Cincinnati). An Inspection and Compliance directorate will replace the Regions and District offices will report to the directorate. Districts will have investigations and compliance branches, and some compliance branches will be combined. Cooperative programs will report to 5 home district offices but teams will remain in place so interaction between states and cooperative programs should not change. There will be fewer districts (20 to 16 - NJ combined with Philadelphia, Cincinnati to Detroit, Puerto Rico to FL, and Colorado to Kansas). No movement of personnel should be required, but some reporting relationships will change.

Nutt asked Barnes what impact this will have on FDA Regional Food Safety Seminars. Barnes says not all has been worked out - meetings probably won't be called regional meetings but may become multiple district meetings. Will there be a reduction in regional specialists? Probably not - their titles may change

to Cooperative Program Specialists. Will we be able to count on their presence? Yes. Duties of these specialists may expand at the discretion of the District Directors. It is expected that ORA will be more efficient in its operations, more responsive to states, industry, and consumers. Nutt requested that he share with us a written summary or flowchart of these changes when available. Do we need to write a letter of support for cooperative programs and our relationship? Cornman suggested we add a continued discussion of this at the August Meeting.



Lineberry will invite Barnes to address the Executive Board at the August Board Meeting to update us on the ORA transformation status.

Council Reports

Council I - Lee Cornman/Pam Williams - All Committees have been very active with conference calls and work is moving forward.

One change was requested by the Plan Review Committee Roster - add Renee Bradley.



D. Williams moved and Anderson seconded motion to accept Bradley's nomination to the Plan Review Committee. Motion carried unanimously.

The Plan Review Committee requests that the Board approve the delivery to the FDA, "Recommended Guidance for Mobile Food Establishments."



Girard moved and Daniels seconded motion that the Plan Review Committee send to the FDA, "Recommended Guidance for Mobile Food Establishments." Motion carried unanimously.



D. Williams moved and Reimers seconded motion to accept Council I Report. Motion carried unanimously.

Council II - John Gurrisi/Aggie Hale. Gurrisi highlighted the main topics of the previously submitted report. He thanked Vice Chair Hale for all her help in organizing the efforts of the Committees. The Certification of Food Safety Regulatory Professionals Committee requests that the Board consider the bachelor's degree requirement and request that FDA provide further clarification of its position. Nutt says earlier discussion meets this request.

There was further discussion of questions directed to the Board from the Certification of Food Safety Regulatory Professionals Workgroup (Program Standards Committee).

Work Group members, through consensus agreement, have indicated to the Co-Chairs their desire to review and discuss the Issue pertaining to incorporating a Bachelor's degree requirement as part of the criteria for Program Standard #2 – Trained Regulatory Staff. The work group has requested FDA to provide a summary of the considerations/reasons behind the agency's decision not to accept the 2006 Conference recommendation to incorporate a Bachelor's degree requirement into the Standard 2 criteria.

The Co-Chairs are requesting verification from the CFP Executive Board as to whether the CFP CFSRP work group can consider this issue. The CFP CFSRP work group's primary focus has been on the Program Standard 2 criteria. This Issue, however, was not presented to the work group via a CFP Issue

nor is it contained in the CFP CFSRP 2006 report to the Conference. Given the work group's focus on criteria pertaining to trained regulatory staff, can the Co-Chairs facilitate a discussion of this Issue within the work group with the intent of looking for a solution that might address some of FDA's concerns?

The Committee needs direction on what their charge is relative to these items. After discussion, it was agreed that these questions would be addressed after the FDA responds with further clarification on Issues 2006-II-38 and 39.

Gerzonich made a motion that the Committee be charged by the Executive Board to explore the issue with FDA and make a recommendation for 2008 specifically on evaluation of hiring qualifications. Daniels seconded. A friendly amendment was made by Kohl that Board says Committee "can facilitate a discussion of this Issue within the work group with the intent of looking for a solution that might address some of FDA's concerns." The motion was reworked/withdrawn multiple times.



Gurrisi moved and Reimers seconded motion that Executive Board charge the Certification of Food Safety Regulatory Professionals Committee to discuss a solution that will address FDA's responses to the two Issues regarding the incorporation of hiring practices into standard 2 and report back to the 2008 Conference. Motion carried unanimously.

The Inspection Form Committee is requesting guidance from the Board or other entities for funding to complete their charge, specifically CDC's EHS Net for a study on scoring practices.



Daniels moved and Gurrisi seconded motion to permit the Inspection Form Committee to research funding and report back to the Executive Board before proceeding. Motion carried unanimously.

Food Contact and Barrier Usage Committee requested removal of Shana Baker with the Colorado Department of Public Health and Environment. She has changed divisions and will no longer participate on this Committee. A replacement is being sought.



Reimers moved and D. Williams seconded motion to accept the Council II report. The motion carried unanimously.

Council III - David Ludwig/Ken Rosenwinkel

Ludwig reported that Council III's four Committees have been active. He also stated he appreciated the receipt of the Committee report template for future use. The Sanitization Committee has been working hard and hopes to work with EPA and FDA to bring consensus to its charges. The Barrier Hazard Committee has also been moving forward.

Tenderization Committee requests approval of Donna Wanucha (FDA) as a voting Committee member.



D. Williams moved and Reimers seconded motion to add D. Wanucha to Tenderization Committee roster. Motion carried unanimously.

Allergen Committee requests that Neil Checketts be approved as a member of the Committee.



Reimers moved and Anderson seconded motion to add N. Checketts to the Allergen Committee roster. Motion carried unanimously.

The Allergen Committee has monthly meetings, small focused workgroups, and is doing lots of research. The Committee requests guidance. They have been charged with developing a list of major allergens yet they know this can become out of date very quickly. They suggest that a list be posted on the FDA website and be updated frequently. The Committee also requests approval to include some information on Celiac disease even though this is technically not an allergen response and is instead an autoimmune disorder triggered by gluten in the diet.. The general consensus of the Board is that this would be okay.



Nutt later asked that we formalize the request of the Allergen Committee to add Celiac to their charge.

Girard moved and D. Williams seconded motion for Allergen Committee to include celiac in their charge if they so choose. Motion carried unanimously.

Standing Committees

(NOTE: Any reports mentioned below were accepted following motions made by the members named).

Resolutions

Chair Gale reported that he is open for suggestions. (Smyly/Anderson)

Audit

Chair Barb Gerzonich reports that the Committee asked some questions that were answered satisfactorily by Trevor and Linda Hayes. Their records are impeccable and accurate. (D. Williams/Reimers)

Strategic Planning

Chair Cory Hedman (absent) reported through Kohl that the Committee needs to develop a plan to better market the conference. They have done nothing to this point.



Nominating Committee

Chair Nutt reports that the Committee has nothing to report at this time. Issue Committee

Chair Vicki Everly reviewed her previously submitted report and requests 3 actions from the Board to accept the following dates: Friday, Dec 7 - affirm for receipt of Committee reports and Issues and Monday Feb 18th as when Issue Chair finalizes packet.

Daniels moved and Gale seconded motion that the two items delineated by Everly (above) be accepted. Motion carried unanimously.

The Issue submission form release date has been changed from May 2007 to the time when the new website launches. Everly requested consideration of whether an Issue CD should be mailed to all the

participants as we have done in the past or should we have interested parties and registrants use the website?



Christy moved and Sharrar seconded motion that we discontinue the distribution of CDs. Motion carried unanimously.

Everly reported that our Purdue University web guru, Kevin Hamstra, has totally redesigned the CFP Issue Submission pages to streamline and improve it. A small beta test was completed to test the new design elements. She appealed to the Executive Board to report any issues, frustrations, suggestions, etc., regarding the Issue submission process so she can bring them before the Committee.

Hayes asked whether attachment criteria will be discussed by the Committee and Everly responded in the affirmative. Discussion ensued on attachments - size, length, specific pages only, e.g. not the entire Food Code.

Everly stated that the Committee's biggest challenge not yet dealt with will be to research and develop a branding policy as it applies to a submitted Issue. (Reimers/D. Williams)

Program Committee

Richard Linton, Executive Board member representing Academia, joined this segment of the meeting by conference call. Chair Don Schaffner reviewed his previously submitted report. He expressed concerns related to the fact that the Program Chair position description does not coincide with his duties and that the budget for the workshop places severe restraints on the Committee's ability to put on a good program. He is troubled because there have historically been no travel costs provided, limiting the Committee's ability to invite the appropriate people to speak. Linton reported that his 2006 travel subsidy costs approximated \$3,500 and were covered by a CSREES grant. Schaffner asked the Board to consider funding some expenses for speakers. He also suggested that the workshop topic address a very timely issue - fresh fruit and vegetable safety. Schaffner requested 3 Board actions:

1. ask that the Constitution & Bylaws Committee change the Program Chair Position Description to reflect what the Program Chair actually does
2. charge the Committee to look at changing the workshop budget
3. approve the topic



Hayes addressed the first request and said he/Lineberry would bring this to the attention of the Constitution & Bylaws Committee.

With regard to the budget, Hayes expressed that he is wholly supportive of adjusting the workshop budget to meet needs perhaps up to \$5000. Hayes asked the Board if the suggested workshop topic is appropriate and solicited other suggestions. Reimers supports the topic, also Kohl, and Sharar, Gerzonich and P. Williams added suggestions. Hayes stated that the workshop needs to be adjourned by 315 pm to accommodate preparations for the opening session. The Workshop registration fee was set at \$125.



Reimers moved and Kohl seconded motion that we focus the workshop on produce safety and let the Chair use his discretion on selecting the speakers. Motion carried unanimously.



Reimers moved and Smyly seconded motion to accept budget proposal for 2008 (\$5250) and consider a long term solution to this issue. Motion carried unanimously.

Constitution and Bylaws - Jane Griffith was unable to get to the meeting. The C&B report was not presented



Lineberry and Nutt will contact Jane regarding her committee assignment..

Managers Training, Testing, and Certification Committee (MTTC)

Chair Roger Hancock reviewed his previously submitted report. The Committee's charges include maintaining the standard; investigating what's needed to ensure comparability between CFP standard and international standards; and developing a process to review public information that's available that will help someone prepare to be a certified manager now that Annex B has been removed.

The Committee has had 2 conference calls and is scheduling a face-to-face meeting in Chicago. They will have some Issues prepared by the Issue submission date.

Hancock briefly reviewed some background on these charges, and there was some discussion on the international comparability charge. The Committee is looking for direction - what does comparability mean? Should the Committee come back with an Issue that defines comparability/reciprocity? Should it identify gaps and determine where we want to go from here and beyond 2008? Do we want to go into the international arena at all? What are the similarities and differences the Committee can identify to see if we need to do anything related to comparability/reciprocity?



Reimers moved and Luedeman seconded motion that the Board direct the MTTC to fulfill their charge to compare current certification standards to international certification standards by bringing to the Board and Conference a comparison of the similarities and differences between them. Motion carried unanimously.

Infomercial Project

Debi Williams discussed Charles Otto's filming at 2006 CFP. Rough footage has been reviewed. The ad hoc committee is looking at developing a 5-minute CFP overview. Lineberry suggests it needs to be professionally done. D. Williams solicited reviewers and Schaffner, Smith and Nutt volunteered to assist.

Compensation Committee

Gale and Hayes thanked Larry Kohl for his support with the work of the committee. See report provided for the Board. Four service contracts were developed and approved (Executive Assistant; Incoming Executive Director; Outgoing Executive Director and Executive Treasurer).



Anderson moved and Reimers seconded motion to accept the report of the Compensation Committee. Motion carried unanimously.

Federal Agency Reports

USDA/FSIS

Mimi Sharar reported that the Agency is stressing risk-based inspection in plants based upon products they're producing and reviewing the controls of enforcement, testing protocols and production volume that are used to protect the product. This concept is not new but is being expanded. Other developments: applying risk control to E. coli O157:H7; meetings planned for April in Virginia; notice of listing of approved additives for meat and poultry processing; notice of sampling protocols for O157 h7 incidents; federal register notice on adjusted dollar limitations for exemption from federal regulations. Sharar will forward an electronic report to Wright for inclusion on the website.



Gale moved and Anderson seconded motion to accept the USDA report. Motion carried unanimously.

FDA Report

Board Member Kevin Smith and guest Glenda Lewis provided the FDA report. See the written report from FDA that reflects the report provided verbally to the Executive Board and addressed the following items:

Reorganization of CFSAN

Status of updates to 2005 Food Code based on 2006 CFP recommendations

Food Defense Initiatives at FDA

Recent Produce Safety Initiatives at FDA

Progress of Voluntary National Retail Food Regulatory Program Standards

Plans for next phase of FDA Risk Factors at Retail/Foodservice Study

Changes to FDA Retail Food Webpage and plans for on-line Cooperative Program Reference System

Recent Satellite Broadcast on Reducing Risk Factors at Retail and Foodservice

2007 Schedule for FDA Regional Food Safety Seminars

Upcoming FDA Training Courses

(A motion to accept the FDA report was not recorded)

CDC Report

Karen Deasy reported for Art Liang that he sends his apologies on not being able to attend. National Center for Environmental Health and Infectious Diseases have been working closely together. Recent outbreaks (Spinach, peanuts, etc.) have kept CDC very busy. Collaborative effort has been initiated along with other organizations like FSIS, FDA, AFDO, NEHA, etc. Epi-Ready training on FBI continues as a team approach. More than 1000 have been trained. NEHA has been instrumental in developing this training but content is public domain. EdNet does have industry participation with CDC. CDC/State of Georgia is looking at Environmental Health Specialist's role in FBI outbreak investigations to determine what can be improved, what the barriers are, etc. Deasy will provide electronic report to Lisa for the website.

(A motion to accept the CDC report was not recorded.)

Special Committee Reports

Collaborating Across Boundaries in Retail – Foodservice Food Safety - Gerzonich/Gale/Linton
See report provided at meeting by hard copy.

Food Defense – provided by Frank Ferko for Mary Glassburner who could not attend. CARVER + Shock exercise was conducted at sports stadium at Kansas State University. See report provided at meeting by hard copy.

The Ad-hoc committee charged with working with FDA to clarify how the CARVER + Shock approach can best be used at the retail and food service level has made some progress, but FDA suggests a face-to-face meeting at CFSAN may be necessary. The CFP budget for Committees supports conference calls and perhaps meeting rooms but not travel expenses. FDA (Smith) explained FDA can probably cover some of the costs for regulatory folks on the committee in support of a meeting at CFSAN. FDA is planning for additional food defense exercises during the week of the next CFP Board meeting in DC, so a piggy-back session would probably not be possible. AFDO has been very active in this arena and Anderson suggested that the Committee may want to consider a coordinated effort in light of the MOU between CFP and AFDO.

The meeting was adjourned by Chair Nutt at 11:45 am on April 19, 2007.

The Fall Board Meeting is scheduled for August 28/29 in Rockville, MD at the FDA Offices. Jeff Lineberry will oversee the meeting.