



Conference for Food Protection

Executive Board Meeting Minutes

4/11/2008 – 4/16/2008
San Antonio, TX

NOTE: These meeting minutes are compiled as a record of the several Executive Board Meetings held in association with the 2008 Biennial Meeting. Much of the meeting time was spent discussing events and arrangements specific to the Biennial Meeting and is not recorded here. The information may also not be presented sequentially.

All meetings were called to order and led by Elizabeth Nutt, Chair. The first meeting included a reminder from Jeff Lineberry, Executive Director, regarding the *Anti-trust Policy or actions resulting in restraint of free trade*. Lisa Wright, Executive Assistant, recorded attendance silently.

Note: Members below may have been outgoing or incoming members. Their status at each meeting is not recorded.

Voting members present: Nutt, Kohl, Anderson, Girard, Gerzonich, Gifford, Williams, Diskin, Coffman, Coffill, Gale, Hardister, Smith Sharar, Otto, Smyly, Gurrisi, Hedman, Reimers, Linton, Coffman

Nonvoting members present: Buchanon, Schaffner, Everly, Cornman, Levee, Gurrisi, Hale, Ludwig, Rosenwinkel, Drew, Lineberry, Hayes, Wright, Ferko

Voting members absent: Daniels, Cohen

Non-voting Members absent: None

Guests who attended at various times were: Eastin, Selman, Hancock, Hollingsworth, Roberson, Collins, Worzalla, Marcello, Arellano, S. Wood, Calzonicit, Marlow, Eils, G. Lewis, Julian, Jensen.

Comments from Conference Chair Nutt

Minutes from the August 2007 meeting were previously approved by e-ballot.

Chair Nutt introduced the Nominating Committee's late-breaking Issue resolving the conflict between the Constitution and Bylaws and past practice with regard to nominations of Conference Chair and Vice Chair. The Issue had been distributed to the Board previously.

By practice, the names of the Conference Chair and Vice Chair for the next two years have been announced at the closing session *during* the Biennial Meeting in spite of it being stated in the Constitution & Bylaws that it would be done *after* the Biennial Meeting. Hedman provided clarification that this Issue is being presented in the interest of openness and accuracy.



Hedman moved and Kohl seconded a motion to accept the Nominating Committee's late breaking Issue. The motion carried unanimously.

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Nutt described two other action items from the Nominating Committee. The first concerned how to handle the announcement of the new Conference Chair and Vice-Chair at the current biennial meeting; during the Assembly of State Delegates as has been done in the past, or after the meeting adjourns as prescribed in the Constitution.



Smyly moved and Hedman seconded a motion that past practice be accepted as the method of announcing the names of the next Conference Chair and Vice Chair. The motion carried unanimously.

Nutt's second action item dealt with the Nominating Committee recommendation that a position description be written for Nominating Committee Chair. Additionally, the Committee itself needs to be defined (members, representation and charge).



Reimers moved and Linton seconded a motion that a position description be written for the Nominating Committee Chair and that the Constitution & Bylaws Committee be charged to define the makeup and charges of the Nominating Committee for inclusion in the Constitution and Bylaws. The motion carried unanimously.



Wright will develop a Position Description for Nominating Committee Chair for Nominating Committee review and Board approval.



Constitution and Bylaws Committee will define the makeup and charge of the Nominating Committee for future inclusion in that document.



Smyly moved and Buchanan seconded a motion to accept the Nominating Committee report. The motion carried unanimously.

The Memorandum of Understanding with the CDC is ready to be signed. Chair Nutt opened the floor to discussion of how best to handle it. Anderson expressed appreciation for Otto's efforts in getting the MOU through the CDC approval process.



Gifford moved and Coffman seconded a motion to create a late-breaking issue, refer it to the Constitution & Bylaws Chair, and submit it to Council II for consideration at this Biennial Meeting. The motion carried unanimously.

Chair Nutt reminded the Board that Reimers has been the CFP contact with the ISSC (Interstate Shellfish Sanitation Conference) and will continue in that role.

Nutt reported that the Vending Position on the Board has been declared vacated by the Conference Chair. She also acknowledged the resignations of Luedeman and Glassburner.

Comments from the Local Arrangements Committee (LAC)

Local Arrangements Committee Chairs Marlow, Calzoncit, Wood and Arellano reviewed details of the preparation for and management of the Biennial Meeting. Challenges included working with members and volunteers based between Austin and San Antonio. The Chairs discussed the special events and the busses to the San Antonio Riverwalk that had been arranged for the enjoyment of the attendees. Executive Board Member Reimers, who observed and participated in the preparations, expressed

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appreciation for Local Arrangements Committee's detailed work and the enormous number of hours expended to ensure that the Biennial Meeting will be a successful one.

Everyone expressed gratitude to the Committee throughout the Biennial Meeting for their dedication, organization, and their attention to detail.

Executive Director Report – Jeffrey C. Lineberry

Executive Director Lineberry stated that there has been an outstanding response for Biennial Meeting attendance with the number approaching 400. The program book has 48 pages, thanks to the generous sponsors participating in the Biennial Meeting this year. Lineberry apologized to Coca Cola for the inadvertent omission of their logo from the booklet. Lineberry further expressed appreciation for the many sponsors and the success of the Sponsorship Committee. He also acknowledged the outstanding work of the Local Arrangements Committee, the many entities that provided donations or food, resources, equipment, etc.

Lineberry briefly reviewed highlights of the agendas/schedule for the Biennial Meeting. He reported that the hotel staff has been very accommodating and pleasant to work with.

Lineberry reminded the Board of the request from NACCHO to add them to CFP as a Board member. The Board decided that NACCHO members can and do participate as CFP members and that adding a Board-level member for this organization would not be appropriate. NACCHO was notified of this decision, and a copy of the letter is in the packet previously sent to the Board.

Lineberry reported that he is serving as a juror on the Crumbine Award Jury this year in the absence of a consumer member. There are 6 applicants for the award. There will be an April 25th conference call to evaluate applications and make a decision.

Executive Treasurer Report – Trevor Hayes

Executive Treasurer Hayes summarized the Financial Report recently sent to the Executive Board. He reported that the Conference is in good shape especially with the many sponsorships received. Trevor increased one CD to \$50,000. The FDA grant subsidy allowed CFP to offer travel subsidies and a healthy amount of money was provided; forty-six people accepted funding. We have 414 registrants (10 refunded), 215 Workshop registrants, and 149 new members/registrants. Workshop revenues and sponsorship revenues are up. Biennial Meeting expenses are up – increased food costs, including attendance figures. The hotel has been easy to work with.

Lineberry expressed appreciation to Trevor and Linda Hayes for their mentorship – the time commitment and the hand-holding. He cannot imagine how they did it by themselves.

Hayes asked the Executive Board to consider a separate issue regarding the expression of opinion by the Executive staff and when it is appropriate to do so. He gave testimony before a Council and was concerned that he may have overstepped his role. The general feeling was that if he is representing himself and not the board then it's appropriate to share his opinion.

Executive Assistant Report

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Wright summarized statistical makeup of Conference membership from the handout provided followed by a summary of upcoming activities concerning Committee formation. We currently have 721 members. An email will be sent by 4/23/2008 to solicit dues payment from non-attendees.

Committee Sign-Up Books will be in the back of each Council Room. Wright asked Council Chairs and Board members to encourage members to sign up. Incoming Council Chairs will receive a report of their Committees and interested Committee members by 4/23/08 so they can begin to identify Committee leaders and members. Additionally, an email will go out advising non-attendees to contact Council Chairs to sign up for Committees if they wish to continue participation.

Notification of Standing Committee Chair Application Process will be sent to members via email by 4/23/08. Standing Committee Applications must be received by 6/1. Nominating Committee will review and select the Chairs. The Executive Board will affirm these recommendations through e-vote or at the August Board Meeting; formal appointments will be made by 9/1/08. Note: The deadline for applications for all committee chairs was moved up to 5/15/08 at the Executive Board session on 4/16.

Much discussion transpired concerning the Committee membership selection process. A number of suggestions were made. Buchanon and Eils cautioned that we should be careful not to make the process overly cumbersome but we should expect the Council Chairs to be aware of applicants and assignments. Applicants may be designated as alternates and be kept informed of activities if "balance" precludes their being selected. It was strongly felt that no one should be denied but may fall into the alternate category. At the very least, anyone denied Committee membership should be informed by the Committee Chair of that fact and the reason why. It is stipulated in the Committee Chair position description that all applicants be informed of the status of their request to join a Committee. The Board agreed that Council Chairs need to oversee this process to ensure that everyone who has expressed an interest in participating on a Committee be acknowledged. Reimers reminded the Board and specifically Council Chairs/Vice Chairs on the importance of assuring balanced representation on committees, be they standing or not.



A motion was made to refer the consideration of Committee alternates/notification to the Constitution and Bylaws Committee. The motion carried unanimously. (Note: Persons making and seconding motion this were not captured and the audio was not audible.)



The Constitution and Bylaws Committee will discuss whether there is a need for a Committee alternate status and a formal notification process and submit its suggestions for Board consideration.

Smith commented that there may be confusion about FDA Committee membership. The FDA will provide a list of assigned members to Council Chairs. FDA members will not sign up in the Council room books.

Council Reports

Council I – Lee Cornman

Lee Cornman, Chair, amended her report due to changes in the membership of Council I including the Vice Chair. She summarized the work of various committees. Issues were submitted as required. A few changes were made to the Council since it was previously submitted to the Board.

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Twenty-seven Issues have been assigned to Council I. Cornman expressed appreciation to the Issue Chair for the smooth Issue process.



Girard moved and Buchanon seconded a motion to accept the Council I report. The motion carried unanimously.



Due to the urgency of the work of the Criticality Implementation and Education Committee and its plan to report to the Board in August, Reimers moved and Kohl seconded a motion to accept Marlow and Barney as incoming Committee Co-Chairs. The motion carried unanimously.

Council II – John Gurrisi

John Gurrisi, Chair, reported that Council II's Committees and their Workgroups all have completed their charges and submitted Issues. Council II also had several changes within the Council. Fifty-seven Issues have been assigned to Council II though twenty-nine were from the Constitution & Bylaws Committees.

Gurrisi expressed thanks to Vice Chair Hale for doing much of the Council's work – he could not have done it without her. He also thanked Vicki Everly for helping with Issues.



Linton moved and Williams seconded a motion to accept the Council II report. The motion carried unanimously.

Council III – David Ludwig

David Ludwig, Chair, reported that Committees have been active and completed their charges. There was one change in Council membership. Twenty-eight Issues have been assigned to Council III.



Gifford moved and Anderson seconded a motion to accept the Council III report. The motion carried unanimously.

Nutt requested that Council Chairs specifically designate to whom letters will go as a result of the decision on each Issue. She also requested that they provide her with a list identifying which agency receives a request for which Issue. She handed out a suggested template so that the Issues can be grouped accordingly during the Council process to help the Conference Chair with the letter-writing process later on. Discussion ensued and a number of alternative suggestions were made. It was recommended that Council advisors be considered as resources to identify recipients within their agency. No final decision was made.

Standing Committee Reports

Managers Training, Testing and Certification Committee

Roger Hancock, Chair, submitted a Committee report to the Board via Executive Director Lineberry. He then summarized the activities of the Manager Training, Testing and Certification Committee at the

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meeting held earlier in the day. Two primary issues were reviewed in the Committee Meeting. John Marcello has fulfilled his term and is stepping down from the ACAC Committee. After much deliberation, the Committee recommends that Lee Cornman step into the position. The Board is asked to confirm this choice and also reaffirm the continued service of Jim Lewis for another two years. These positions are vital to the CFP MTTC process. Continued Executive Board financing for the two CFP ACAC members at one face to face meeting per year is essential.

The second item of business is the Committee's charge to evaluate equivalency between CFP standards and any international standard related to Food Protection Manager Training. None were found. The CFP/ANSI standards for Food Protection Managers are unique.

Another topic of deliberation was the relationship between training and testing. Some jurisdictions are requiring verification of training and want notification printed on the Food Protection Manager Certificate. Hancock encouraged attendance at the Committee Reports Session for an update on this contentious subject.

Hancock recommends that the Board ensure that new people come into the MTTC process to expand the level of knowledge to the widest possible number of people. The Committee also decided that they would recommend Joyce Jensen and Jeff Hawley to Chair the MTTC Committee in the 2008-2010 Cycle. They will need to submit applications to the Nominating Committee, but the recommendation of the current Committee will be taken into account. Hancock will be happy to participate in the transition process as needed.

Swift added that there was a written report sent ahead of time. A handout describing ANSI's responsibilities was provided. An example of a recent challenge was the restructuring of the National Restaurant Association. It raised a red flag regarding independence of the certification body and required review of the internal structure of the new NRA. ANSI is confident that they have met all necessary requirements to maintain accreditation. Swift also reminded the Board that this is the 5th year of the accreditation cycle, and all providers will go through a major reevaluation.



Buchanon moved and Linton seconded a motion to accept the MTTC Report and update. The motion carried unanimously.



Gifford moved and Smyly seconded a motion to accept the appointment of Lee Cornman to the ACAC Committee. The motion carried unanimously.



Williams moved and Reimers seconded a motion to reaffirm the appointment of Jim Lewis to the ACAC Committee. The motion carried unanimously.

Program Committee

Don Schaffner, Chair, summarized his previously sent report. Two hundred and fifteen people have signed up for the Workshop. Schaffner recommended that the Board in future consider leaving the program less detailed in the event that last minute changes occur. He reported that he will be standing in for one speaker who is unable to attend because of the airline problem. The Board recognized Schaffner for putting together a wonderful program. Schaffner thanked the board for its ideas and guidance.



Anderson moved and Reimers seconded a motion to accept the Program Committee Report. The motion carried unanimously.

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Issue Committee

Vicki Everly, Chair, summarized her previously submitted report. She experienced a learning curve working with the Issue process but has great respect for the enormous work done by Kevin Hamstra at Purdue and previous Issue Chair Marsha Robbins and couldn't imagine completing the process with pen and paper. Attachments can still be a challenge and new instructions will be developed to ease this process. Everly thanked Gifford for being the first submitter and guiding us through the process by telling us what was happening on his end as we used the program. Some instructions will be made clearer. Next time the deadline will be Friday and not a Sunday to allow for more review time during the Chair's free time. It would be good to have an IT backup right till the end as we had with Hamstra this time. Committee reports and Issues were a big hurdle – samples need to be provided and guidance needs to be available so that when Issues are submitted at the last minute, they are more likely to be submitted correctly. Wright emphasized the value and significance of the work Everly committed to this task and commended her for her organizational skills. Everly acknowledged the assistance provided by Wright with the review process and said there was value in our being able to work in person for a few days after the Issue submission deadline.

There was much discussion on attachments that are supportive versus actual Conference documents and when and why complete documents must be attached.



Gifford moved and Smyly seconded a motion to accept the Issue Committee Report and commended the Chair and Committee for their dedication and commitment to this arduous task. The motion carried unanimously.

Constitution & Bylaws Committee

Chair Griffith summarized the previously submitted report. She expressed thanks to Hayes and Lineberry for their guidance over the last two years. Griffith reported that twenty-nine Issues were submitted on behalf of the Board. Gurrisi has been able to bundle some of them for ease of handling at Council. The Issue regarding the MOU from CDC still needs finalization. The Constitution & Bylaws Committee is still working with Smith to further define and clarify the role of federal regulatory agency members on Committees.

Hayes offered a number of technical changes to the Constitution & Bylaws Issues previously submitted. Trevor and Jane will work together to ensure that these changes are made and presented to the Council at the time of deliberation of these Issues.



Gifford moved and Buchanon seconded a motion to accept the recommended changes to the Constitution and Bylaws Issues. The motion carried unanimously.

Smith opened discussion on Issue II-029. The Board will withdraw this Issue from Council consideration to further clarify the use of the terms ad hoc, Standing and Conference Committees.



Smyly moved and Gurrisi seconded the motion to accept Hayes' recommended changes to the Constitution and Bylaws Issues excluding those submitted for Issue II-025. The motion carried unanimously.

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Williams moved and Gurrisi seconded a motion to withdraw Issue II-029 from Council consideration at this Biennial Meeting. The motion carried unanimously.



Smyly moved and Diskin seconded a motion to accept the Constitution & Bylaws Committee Report including the report with edits and removing Issue II-029 with the Issue changes discussed. The motion carried unanimously.

Resolutions Committee

Chair Gale distributed a list of proposed resolutions for the 2008 Biennial Meeting. Resolutions included those for the hotel, the contributors/sponsors, Larry Eils, Larry Kohl (Vice Chair), Elizabeth Nutt (Chair), Local Arrangements Committee members, and FSIO (recommended by Certified Food Safety Regulatory Professionals Workgroup).

FSIO (Food Safety Inspection Officers) resolution is unique in that it is written to be sent to the FDA by the Board and not the Assembly of Delegates. Much discussion ensued regarding this resolution and the fact that it represents a position rather than a statement of appreciation. Smith stated that the FDA is prepared to accept the language regarding recommendation of a baccalaureate degree as an addition to the introduction of the Program Standards. The general sentiment was that the resolution needs to be rewritten and presented to the delegates for approval.



Hedman moved and Hardister seconded a motion to table acceptance of the FSIO resolution until Issue II-053 is deliberated. The motion carried unanimously.

Following the consideration of Issue II-053 in Council, the Board reviewed changes to the previously submitted Resolution to FSIO.



Linton moved and Anderson seconded a motion to accept FSIO resolution as amended. The motion carried unanimously.



Kohl moved and Reimers seconded a motion to accept Woodley/Marcello/McSwane resolution as amended. The motion carried unanimously.

Conference Chair Nutt expressed appreciation for the tremendous amount of time and effort given by Larry Eils over many years of service to the Conference for Food Protection. Eils will receive a resolution.



Linton moved and Otto seconded a motion to accept the remaining resolutions. The motion carried unanimously.

Food Defense Committee (ad hoc)

A written summary was distributed by Frank Ferko who was reporting for Mary Glassburner who chaired this committee. Ferko summarized the written report which dealt with attending and providing feedback on the Carver/SHOCK Food Defense Program. Smith stated that the agency appreciated the help and asks that the Committee continue its work.

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The current committee members, which include Glassburner (Chair), Ferko, Greco, Robbins, Christy, Hancock, and D. Williams, will change as follows: Ferko (Co-Chair), Greco (Co-Chair), Glassburner, Robbins, and Christy. John Woody will continue as FDA consultant.



Linton moved and Anderson seconded a motion to accept the Food Defense Committee (ad hoc) report and continue the Committee as discussed. The motion carried unanimously.

Audit Committee

Chair Gerzonich reported that as it was a short year without a conference and with Hayes' excellent record-keeping, the work of the Audit Committee was an easy task.



Gale moved and Linton seconded a motion to accept the verbal Audit Committee report and continue the Committee as discussed. The motion carried unanimously.

Strategic Planning

Chair Hedman stated he had no report. He did offer that one member had come forward to express interest in serving as Strategic Planning Committee Chair in future. This member will submit an application.



Hedman moved and Smyly seconded a motion to accept the verbal Strategic Planning Committee report and continue the Committee as discussed. The motion carried unanimously.

The Strategic Planning Committee's ad hoc Member Emeritus Sub-Committee reported no progress. Committee members Anderson, Gale and Reimers will continue to pursue the charge.



Reimers moved and Hardister seconded a motion to accept the verbal Ad Hoc Member Emeritus Sub-Committee report and continue the Committee as discussed. The motion carried unanimously.

Griffith and Lineberry also reported no progress on considering a new CFP constituency potentially to include categories like support services, students, retirees, etc. The Board's general opinion is that it should be okay to allow support services to participate as industry. Strategic planning needs to have a good look at this and maybe there needs to be clarification in the Constitution & Bylaws.



Hedman moved and Kohl seconded a motion to charge the Strategic Planning Committee to look into constituency clarification/definition. The motion carried unanimously.



Anderson moved and Linton seconded a motion to accept the verbal Strategic Planning Committee report and continue the Committee as discussed. The motion carried unanimously.

Sponsorship

Chair Eils reported that 37 companies became sponsors of the 2008 Biennial meeting— a record number – yielding a record \$72,000 in contributions. The last Conference had 26 sponsors who contributed \$48,000. Eils acknowledged the excellent support of Committee members Cory Hedman

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and Kristi Grzywinski. The Committee has already started a sponsorship list for 2010 and one Committee Member will be applying to assume the Chair position for 2008-2010. Eils acknowledged that Reimers picked up several sponsorships locally (\$7000).

Infomercial

Chair Williams provided a verbal report. The Committee needs to write a script to support the video. Girard, Nutt and Eils agreed to help.



Reimers moved and Linton seconded a motion to accept the verbal Ad Hoc Committee report and continue the Committee as discussed. The motion carried unanimously.

Nominating

Chair Buchanan reviewed the Committee's Conference Chair and Vice Chair decision process. The Committee had a January Conference Call to initiate discussion of the appointments. All eligible candidates were identified at that time (based on 2008-2010 Board membership). The candidates proposed at that time and made known to the Board were Nutt and Gurrisi. The list of eligible candidates was expanded after the Conference caucus elections so on April 14th, the Committee convened again to consider newly elected members.

The final nominations offered to the Board are David Gifford for Conference Chair and John Gurrisi for Conference Vice Chair. The Nominating Committee believes that both of these nominees have demonstrated balance, fairness, consensus-building skills, and leadership. Buchanan asked if there were any additional nominees that Board members wished to offer. Hearing none, Buchanan advanced the names for Executive Board approval.



Williams moved and Kohl seconded a motion to accept the names offered by the Nominating Committee. The motion carried unanimously.

The announcement of 2010 Chair David Gifford and 2010 Vice Chair John Gurrisi was made to the General Membership at the Closing Session.

Website

Note: The discussions summarized below occurred over several meetings.

The CFP website experienced significant problems beginning with a security breach after registration opened. We were down for over a month. Sterling Digital Networks did not meet our needs during that time. Registration was finally restored and the security problems were resolved. We were assigned a new programmer who seemed to be much more competent. They informed us that we also need to identify a new vendor to host our website. CFP needs to reconstitute the Website Committee to review possible solutions. Hayes recommended we reconstitute that committee when the new Board is in place.

Linton mentioned the Purdue transition, informing the Board that Purdue would no longer be able to host the Issue Submission Process. Linton said Hamstra will help with this transition as well as possibly provide advice regarding web hosting services. Everly again commended Hamstra (and Robbins) for the amazing program they developed. She stated that Hamstra also was readily available

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to help with any glitches that occurred during the current Issue process, even on Sunday night. Linton suggested any fixes needed for the program be submitted in the next month.

With the new Board established the website situation was again reviewed. The Website Committee needs to be reconstituted and charged with finding a new host for the website. The Board was asked if they had any special expertise or resources to offer. Kevin Hamstra may be a logical choice because of his intimate knowledge of the Issue Submission process. Linton recommends that a conference call be had with Hamstra and himself. Otto mentioned that there is some urgency involved and we need IT technical advisers that Board members may be able to provide. \$5500 is still available for website-related activities; more funds will be sought through e-vote if needed. Roberson, Schaeffer, Otto, Wright, and Everly will make up the Committee. Otto and Schaffner will Co-Chair.

Agency Reports

FDA

Smith stated that the Conference for Food Protection forces FDA to look at the Food code – this is a strong mechanism. He thanked the Board for the Issues and stated that FDA hopes to provide responsive actions to Board requests. FDA's commitment to CFP is strong and has its entire field team present plus a handful of CFSAN folks.

Smith acknowledged the excellent participation in the workshop and commended the Program Committee for its program.

The new Food Code will be published in 2009 and recommendations will be reviewed and incorporated into it. Smith encouraged the Board to review 2 current Federal Register comment opportunities.

USDA/FSIS

Sharar reported that USDA covered the 4 charges sent to them from the Board. She also reported that the Agency has broadened its training and outreach programs as well as improving the Internet option (Ask FSIS) for people to ask the FSIS questions on meat, poultry and eggs. Guidance materials have also been distributed for those entities using antimicrobials agents in rte meat and poultry products.

CDC

Otto reported that he will be on the Executive Board for the next 2 years. He reported that CDC's General Counsel expressed concern about voting member status of the CDC member. Otto will participate fully and make motions but will abstain from voting at the request of his agency.

Otto was pleased that the CDC *norovirus* report was well received in General Session.

Canada

Drew reported that Health Canada is working to strengthen and modernize the Canadian food safety system. They are significantly enhancing all rapid response programs. Presently the Food and Drug Act is modeled after the Criminal Code and an individual has to commit the violation before they can

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be prosecuted. New legislation will enable government to be much more proactive to prevent problems before they occur. Work is also ongoing to enhance the food system and consumer products protection. The Food & Drug Act will be significantly amended and modernized. New consumer products protection legislation is also under development which will ensure much greater consumer protection from imported products. The global economy requires that the agency have the ability to make testing mandatory for food and toys as well authorize recalls. It will be a much more proactive system which will protect Canadian consumers. The US Food Code is used as a resource in many provincial jurisdictions to provide guidance to provincial food regulations and standards. A written report sent will be submitted to Lineberry that lists relevant websites.

Other Business

Following the Caucus elections, Nutt welcomed the newly-elected Board members to the combined Board Meeting:

David McSwane-Academia
Frank Ferko – Vending
Sheri Morris-Mid-Atlantic State
Michael Roberson-Food Processing
Roger Coffman-Local Midwest
Dave Gifford – Pacific State
Mike Diskin-Local Mid-Atlantic
Elizabeth Nutt-Local Southwest
David Ludwig-Local Pacific
Mary Fandry – Southwest State

Hayes acknowledged Dee Williams for her many hours of dedicated service in managing runners, scribes, and Issues.

Nutt thanked departing members Gale, Linton, Anderson, Kohl, Buchanon, and Smyly for their service. Nutt thanked Don Schaffner for his service on the Board and for organizing an excellent Workshop.

New Council Chairs presented their Council Vice Chair nominees for Board affirmation:

Council I – Terry Levee presented Karen Reid, a local member from Hartford, Connecticut. She has been a sanitarian since 1987, Plan Review Committee Chair 2006-2008, and has served on Council I twice.

Council II – Aggie Hale presented Doug Campbell of the National Registry of Food Safety Professionals who has several years of experience with Committees and Councils.

Council III – Ken Rosenwinkel presented Dr. Richard Linton of Purdue University who has many years of experience with CFP including the Executive Board, Councils, numerous Committees, and service as Program Chair



Williams moved and Kohl seconded a motion to accept the nominees for 2008-2010 Council Vice-Chairs. The motion carried unanimously.

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The Compensation Committee was restaffed with Nutt, Williams, and Hedman. They will develop new contracts for the Executive Staff covering the period October 2008 through September 2010.

Gelfius surfaced Issue II-018 that deals with the ownership and withdrawal of an Issue and indicated it needs to be fixed before the next CFP meeting. Discussion centered on Issues being revised prior to Council deliberations and how to get back in control.



Lineberry will work with Gelfius and incoming Constitution and Bylaws Chair to resolve this.

Indianapolis, IN has committed their support to host the 2012 Biennial Meeting. This is the only option at this time. Lineberry and Hayes will work with Linton and McSwane and will visit Indianapolis in the fall to evaluate hotel facilities.

The fall Executive Board Meeting will be held this year at Darden Restaurant World Headquarters in Orlando, FL. Dates for the meeting are August 26-27. We have reserved space at the Florida Hotel, a 10-minute drive from the meeting room. We have been given Darden's corporate rate of \$119 per night. There is a 72 hour cancellation policy and the deadline for reserving a room at this rate is July 29th. The Board extends thanks to John Gurrisi and Darden Restaurants for this opportunity.



Board Members must make reservations for the Orlando hotel by July 29th, 2008, to receive best rate.

The final Board Meeting held at the 2008 Biennial Meeting was adjourned on April 16th at 10:30 am.