



CONFERENCE FOR FOOD PROTECTION, INC.

EXECUTIVE BOARD MEETING AGENDA

MAY 2-7, 2014

Buena Vista Palace Hotel and Spa, Orlando, FL

Cloister Room

Opening – Conference Chair Lori LeMaster, Presiding

- Call to Order, 1:00 PM, May 2, 2014
- Anti-trust Policy Reminder
- Roll Call/Acknowledgement of Board Members
- Acknowledgement of Guests
- Board Meeting Minutes, August 13/14 and September 13, 2013 – (previously approved via E-ballot)

Executive Staff Reports

- Executive Director – David McSwane
- Executive Treasurer – Eric Pippert
- Executive Assistant – Lisa Wright

Old Business

- Matters pending from August, 2013 meeting
 - CFP Spokesperson Policy – C. Gordon, T. Levee and D. McSwane
 - Transition Committee for Executive Assistant – Donna Garren/Terry Levee
 - Update on developing a secure site for working documents for CFP committees – George Roughan

2014 Biennial Meeting Update

- Local Arrangements Committee – Michael Roberson and Lee Cornman
- Online registration – Eventbrite – Lisa Wright
- Program Chair – Julie Albrecht
- Sponsorship Co-Chair – Greg Orman

Council Reports

- Council I Report –Brenda Bacon/ Christopher Gordon
- Council II Report –Patrick Guzzle/Susan Quam
- Council III Report –David Gifford/Todd Rossow
- New Council Report Template – McSwane
- Approval of Council Vice-Chairs – Gordon, Quam and Rossow

Standing Committee Reports

- Audit – Terry Levee
- Compensation – Larry Eils
- Constitution, Bylaws and Procedures – Lee Cornman
- Food Protection Manager Certification – Jeff Hawley and Christine Hollenbeck

- Issue – Vicki Everly/Aggie Hale
- Nominations – Sheri Morris
- Resolutions – Larry Kohl
- Strategic Planning – James Mack

Special Committee Reports (These reports will be presented on Monday 5/5/14)

- ANSI-CFP Accreditation Committee (ACAC) – Dr. Vijay Krishna and Joyce Jensen
- Hand Hygiene Committee Request for Publication of Article (copy provided)

Federal Agency Reports

- FDA – Kevin Smith
- USDA – John Hicks
- CDC – Carol Selman

New Business

- Caucus Election Review, caucus leaders assignments
 - Terms expiring
 - David Gifford, Pacific State
 - Sheri Morris, Mid-Atlantic State
 - Elizabeth Nutt, Southwest State
 - Marlene Gaither, Pacific Local
 - Michael Roberson, Industry Food Manufacturing
 - Donna Garren, At large,
 - Julie Albrecht, Academic Institution

David Gifford, Elizabeth Nutt and Michael Roberson have served two consecutive terms on the Board and are not eligible for re-election.

- Establishing a relationship with the Consumer Good Forum – Michael Roberson
- Antibiotic Hand Soap – Michael Roberson

On December 17, 2013, FDA issued a proposed rule to amend the 1994 tentative final monograph or proposed rule for over-the-counter (OTC) antiseptic drug products. In this proposed rule, FDA proposes to establish conditions under which OTC consumer antiseptic products intended for use with water are general recognized as safe and effective. This is an FDA CDER proposed rule, and not one of FDA CFSAN. While I believe this proposed rule is primarily intended to address concerns with antibiotics used with soaps for consumer packaged goods and retail sale, I am fearful this may have unintended consequences for food handling environments in both retail and food service operations that use antibiotic hand soap as part of the overall food safety risk mitigation efforts. I am not requesting this be raised as a late breaking issue, but rather I would like the board to have a brief discussion on this from a food protection perspective. Details of the FDA proposed rule as well as a quantitative risk assessment conducted by Dr. Don Schaffner are attached to this email. I will bring these as hand-outs for members of the board.

- FSMA Comments – Michael Roberson

From the last board meeting, discussion was held around consumer notification of recalls (issue 2012-I-012). On March 25, 2014, the FDA published an advanced notice of proposed rulemaking (ANPR) in the Federal Register soliciting comments, data, and information to assist the agency in implementing a section of the FDA Food Safety Modernization Act (FSMA). Additionally, on January 31, 2014, the FDA issued a proposed rule regarding the sanitary transportation of food. It would be appropriate to have discussion about these comments at the executive board meeting. In addition, the Board should decide if it wants to form an ad hoc committee to assist with the data collection process and submit comments from CFP to the FDA for these proposed regulations.

- Item #3: Ethics and Solicitation – Michael Roberson

Earlier this week, Tom Johnson of Johnson Diversified Products, Inc. issued an email to selected CFP members. The purpose of the email was to solicit support for 4 issues submitted to Council I and 1 issue submitted to Council III. In my review of the information, I question the ethical nature of the email and view it as a means of “winning votes.” The board should consider the appropriateness of this, how to address the current issue, and if changes to C&B are necessary to address future solicitations.

- Service Agreement for Executive Director (the current agreement expires on 9/30/14)
- 2016 Biennial Meeting – Boise Centre, Boise, Idaho, April 15-20, 2016
- 2018 Biennial Meeting search committee (Mid-Atlantic Region) - Presentations from Louisville, KY and Richmond, VA will be presented at August 2014 Board meeting.
- The fall Board meeting will be held on August 26-27, 2014 at offices of FDA – CFSAN in College Park, MD.

Adjournment