CONFERENCE FOR FOOD PROTECTION, INC.

EXECUTIVE BOARD MEETING AGENDA
August 7-8, 2012
Food Marketing Institute, Arlington, Virginia

Opening – Conference Chair Lori LeMaster, Presiding
- Call to Order 8:30AM, August 7, 2012.
- Anti-trust Policy Reminder
- Roll Call/Acknowledgement of Board Members
- Acknowledgement of Guests
- Board Meeting Minutes, April 13-18, 2012 – (previously approved via E-ballot)

Executive Staff Report
- Executive Director – Jeff Lineberry
- Executive Treasurer – Eric Pippert (via telephone, 8/7@1:30PM, Time Certain)
- Executive Assistant Report – Lisa Wright

Old Business
- CFP Executive Team transition (Donna Garren and Terry Levee)
  o Welcome to the incoming Executive Director, ___________
  o Executive Treasurer and Assistant new term effective 10/1/2012
  o Next steps
- Executive Board Issues from the 2012 biennial meeting
  o 2012 I-021 New Recall Notification Section of the FDA Food Code (Section 3-603.12)
  o 2012 I-022 New Recordkeeping Section of the FDA Food Code (Section 3-603.13)
  o 2012 II-037 HACCP Training
- Demonstration of Alchemy handheld interactive devices for presentations
- Ad Hoc Committee on standards for documents published on CFP website
- Review of 2012-2014 Calendar with respect to Issue submission deadline

Council Reports
- Council I Report – Brenda Bacon, Christopher Gordon
  o Approval of committee membership for Council I Committees
  - Plan Review
  - Wild Mushroom
- Council II Report – Patrick Guzzle (unable to attend), Susan Quam
  o Approval of committee membership for Council II Committees
  - Food Protection Manager Certification – Jeff Hawley
  - Interdisciplinary Foodborne Illness Training
  - Voluntary National Retail Food Program Standards
Certification of Food Safety Professionals Workgroup
- Standardized Data Collection/Electronic Reporting of Inspection Results

- Council III Report – Dave Gifford, Todd Rossow
  - Approval of committee membership for Council III Committee
    - Hand Hygiene

Standing Committee Reports
- Constitution, Bylaws/Procedures – Lee Cornman
- Program – Julie Albrecht
- Issue – Aggie Hale/Vicki Everly
- Food Safety Manager Training, Testing and Certification – Joyce Jensen/Jeff Hawley
- Resolutions – (TBD)
- Audit – Terry Levee
- Strategic Planning – James Mack

Special Committees
- Sponsorship – Greg Orman
- Local Arrangements – Lee Cornman, Michael Roberson
- Compensation Committee (Executive staff and incoming executive director absent). – Larry Eils
  - Contract bonuses, Executive Director and Treasurer
- Service contracts for Incoming Executive Director and Executive Director and Assistant

Federal Agency Reports
- FDA – Kevin Smith
- USDA – John Hicks
- CDC – Carol Selman

New Business
- Use of CFP name on independent surveys. Use of CFP name in connection misleading information. – Kevin Smith
- NoroCORE project that is led by Dr. Lee-Ann Jaykus of NC State University – David McSwane
- 2016 Biennial Meeting Location
  - Lisa Edens, Boise, Idaho CVB presentation, 8/8@8:30AM
  - Seattle, Washington, Dave Gifford
- Location of Fall 2013 Executive Board Meeting

Adjournment

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