

Conference for Food Protection Executive Board Meeting Committee Report

COMMITTEE NAME: Florida Local Arrangements Committee for 2014 Biennial Meeting

COUNCIL (I, II, or III): Executive Board

DATE OF REPORT: July 17, 2013

SUBMITTED BY: Lee M. Cornman and Michael Roberson, Co-Chairs

COMMITTEE'S REQUESTED ACTION FOR BOARD (If Applicable):

No action requested at this time.

PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:

The Florida Local Arrangements Committee (FLAC) held a committee meeting on June 26, 2013 in Tallahassee with Lee Cornman, Michael Roberson, and Geoff Luebkekmann present. The following items were primary topics of discussion:

- Michael Roberson reported total sponsorship dollars to date of \$45,000.
- Discussed possible consumer interest groups in Florida.
- Lee Cornman will set up a meeting with Florida Agriculture Division of Marketing.
- Discussed keynote speaker for opening session. Commissioner of Agriculture Adam Putnam is invited (informally) at this time. An official letter of invitation needs to go out from the ED. An alternative or second speaker was discussed as well and several names identified representing food safety in Florida.
- Discussion on marketing opportunities for the Conference with Florida based organizations and associations.
- Discussion and identification of support members of FLAC going forward.
- Discussion of need for Scribe Chair. Further discussion of seeking scholarship donations/sponsorship from Florida organizations for individuals serving as scribes and runners.
- Lee Cornman will start design of name badges/table tents for Biennial Meeting.
- Discussed planning for meeting in January 2014 of ED McSwane, key FLAC members, BVP staff, Conference Direct representative, Orlando VCB representative and others.
- Discussed the possible need for overflow hotels. Will discuss with ED McSwane and LaDonna Pettit, Conference Direct representative to see if we can secure such hotels and whether they would honor BVP rates as well.

Subsequent to above meeting Lee Cornman and ED McSwane held a telephone meeting on July 10, 2013 to discuss several of the above issues including keynote speaker, Scribe Chair, hotel overflow and next meeting in Orlando with key local arrangements participants. ED McSwane will be sending the formal invitation to Commissioner Putnam.

Email discussion ongoing with ED McSwane and FLAC to determine the look and arrangement of the 2014 Registration booklet along with the FLAC Welcoming Message. Cornman and Roberson will be working on these together.