

## Conference for Food Protection Executive Board Meeting Committee Report

This report must be submitted to your Council Chair for review so that it can be approved and submitted to the Executive Board via the Executive Director 30 days before each Executive Board Meeting (held in Spring and Fall of each year). The report must be accompanied by an updated committee roster on the Excel spreadsheet provided (Committee Members Template) located here: <http://www.foodprotect.org/work/>.

COMMITTEE NAME: \_2014 Interdisciplinary Foodborne Illness Training Committee

COUNCIL (I, II, or III): II

DATE OF REPORT: 7-1-13

SUBMITTED BY: James Steele; Patricia Welch

COMMITTEE CHARGE: (indicate Issue Number and text from Issue stating the Committee Charge)

Issue #: 2012 II-011

The Conference recommends  
that the Interdisciplinary Foodborne Illness Training Committee be re-created; and  
report back to the 2014 Biennial Meeting of the Conference for Food Protection.

Charge:

- Catalog and continue tracking the progress of prominent disease training programs currently developed; and
- Identify essential educational content of foodborne disease outbreak training programs.

COMMITTEE'S REQUESTED ACTION FOR BOARD (If Applicable): None at this time

PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:

1. Administrative Items

a. Meetings

1. The committee has met twice via conference call on 4-8-2013 and 6-17-2013. Meeting minutes are attached.
2. The committee has scheduled another conference call for July 29, 2013.

## 2. Review of Committee Work

- a. Chair relayed discussion with CFP representative P. Guzzle concerning the previously identified work stream and the possibility of completing the identified tasks within the required time frame, end of October 2013.
- b. Chair wants to entertain a discussion regarding modifying and/or combining the work streams to meet timeframe and provide practical recommendation to Board.
  - i. This discussion re-visited the original charge for clarity
  - ii. All members expressed desire to provide very practical recommendation to CFP concerning an item or process they could use
  - iii. Committee decided charge of cataloguing materials has been previously completed. Our focus will be on item #2 of charge.
- c. After much discussion Committee decided to look at current documents that delineate best practices in foodborne illness outbreak programs and/or investigations. Committee did not want to re-invent the wheel, but make membership aware of what's currently available.
  - i. Membership listed the CIFOR (Council to Improve Foodborne Outbreak Reporting), IAFP ( International Association of Food Professionals) and RRT ( Rapid Response Teams) documents as a starting point for review
  - ii. Committee will review these documents, compare them and decide if we can recommend them as "best practice" documents.
  - iii. After much discussion, Committee agreed to focus on best practices and not certification because FBI program standards are not currently available.
  - iv. Committee will develop criteria upon review of documents submitted using three legged stool concept (environmental, epidemiology and laboratory participation), link to Standard 5 of the FDA Voluntary Retail Program Standards, FDA Manufacturing Program Standards and any industry standards (if available)
- d. Committee will re-word and/or combine work streams to better address efforts and deliverables.

## 3. Action Items:

- a. Committee will hold a conference call once per month to continue to work on charge
- b. Committee will develop criteria to review resources as identified in section 4 of this report by July 31, 2013
- c. Committee will review resources using established criteria by September 2013.
- d. End result will be 2014 Interdisciplinary Foodborne Illness Training Committee to provide specific action oriented recommendations to CFP membership and Board.

4. Resources committee will review:

- a. **I-FIIT-RR** - *Industry-Foodborne Illness Investigation Training and Recall Response*
- b. CIFOR Guidelines for Foodborne Disease Outbreak and Response
- c. **Procedures to Investigate Foodborne Illness – 6th Edition**
- d. 2013 RRT Best Practices Manual
- e. Epi-Ready Training