

CFP Executive Board
Conference Call Agenda
September 19, 2013.
2:00 – 5:00 p.m. EST

Call-in number 877-394-5901
Access Code 4908186

1. Issue Committee report
 - a. The Issue Committee Chair will complete the report that was started at the August meeting
2. Federal agency reports
 - a. A copy of the MOU with FDA was distributed by Kevin Smith in Louisville
3. New Business
 - a. CFP policy regarding the sharing of member information (*I believe we decided at the May Board meeting that members may have access to all member data, but would like to confirm that fact*)
4. EA job description – a copy of the job description that identifies the current Executive Assistant duties is provided.
5. Discussion of which Standing Committee Chairs should be appointed as Ex-Officio, non-voting members of the Board.
 - a. It was recommended that this item go to the C&B Committee for consideration. Any further discussion?
6. CFP Orientation PowerPoint presentation
 - a. The Board suggested that the PowerPoint presentation on the CFP website used to orient people about the Conference be updated. A revised draft is provided for review and comment. Feel free to suggest additions, deletions and changes.
7. Other open items: