



CONFERENCE FOR FOOD PROTECTION, INC.

EXECUTIVE BOARD MEETING AGENDA AUGUST 11-12, 2015

Wasatch/Cottonwood Rooms
Newpark Resort
1456 Newpark Blvd.
Park City, UT 84098

Since the last agenda was distributed, we've been able to make arrangements with a local caterer to provide meals and break service for the Board meeting.
A continental breakfast will be served from 7:30 - 8:30 a.m. each day.
Please do NOT eat breakfast prior to the meeting.

Opening – Conference Chair John M. Luker, Presiding (Binder 1)

- Call to Order 8:30 AM, August 11, 2015
- Roll Call/Acknowledgement of Board Members
 - Current Board roster is provided
- Anti-trust Policy Reminder/Opening remarks
- Acknowledgement of Guests
- Master Calendar
- Board Meeting Minutes, April 21-22, 2015 – (previously approved via E-ballot)

Executive Staff Reports

- Executive Director – David McSwane
- Executive Treasurer – Eric Pippert
- Executive Assistant – Aggie Hale

Unfinished Business

- Matters pending from April 2015 meeting
 - Report from the ad hoc Committee on Standards for Documents Published on CFP Website and Peer Reviewed and Non-Peer Reviewed Publications – Donna Garren
 - Ad hoc Finance Committee Recommendations – Donna Garren
 - Sustaining Memberships and Sponsorship Committee Report – Gina Kramer (10AM Mountain time)
 - Revisions to CFP “Rules for Proceedings” – Marlene Gaither
 - Developing a list of reasons that Councils should choose from when recommending "No Action" on an issue. – *Will be addressed by Vicki Everly during Issue Committee report*

2016 Biennial Meeting Update

- Local Arrangements Committee – Troy Darmody and Patrick Guzzle
- Online registration – EventBrite – Aggie Hale
- Set registration fees – David McSwane
- Pre-registration packet – David McSwane

- Keynote Speaker suggestions – David McSwane

Council Reports – (Council membership nominees, Committee status reports) **(Binder 2)**

- Council I Report – Christopher Gordon and Rick Barney
- Council II Report – Susan Quam and David Lawrence
- Council III Report – Todd Rossow and Davene Sarrocco-Smith

Standing Committee Reports (Binder 3)

- Audit Committee – Angela Nardone (Report scheduled for 11:00 a.m. MTN time)
- Constitution and Bylaws – Lee Cornman
- Issue – Vicki Everly/Cassandra Mitchell
- Program – Julie Albrecht
- Program Standards Committee – David Lawrence
- Strategic Planning – Tom Ford for James Mack

Federal Agency Reports

- FDA – Kevin Smith
- USDA – Dr. William Shaw
- CDC – Vincent Radke

New Business

- For consideration – Create an ad hoc committee to craft a response from CFP to assist the FDA in identifying and evaluating measures that might minimize the impact of harmful bacteria in cheeses made from unpasteurized milk. The public comment period opens on August 3, 2015 and remains open for 90 days. (See announcement provided in Binder 3)

Adjournment

The Spring 2016 Board meeting will be held in conjunction with the 2016 Biennial Meeting in Boise, Idaho. The first session of the meeting will be held on March 15, 2016 from 1:00 – 5:00 p.m.