



## **MEMORANDUM**

**TO: EXECUTIVE BOARD  
CONFERENCE FOR FOOD PROTECTION**

**FROM: David McSwane**

**DATE: March 1, 2019**

**SUBJECT: APRIL BOARD MEETING  
EXECUTIVE DIRECTOR'S REPORT**

### **Hiring New Executive Assistant**

- As you know, Vicki Everly has been hired as CFP's new Executive Assistant. The search produced four strong candidates, and I want to thank Brenda Bacon, Patrick Guzzle, and Becky Krzyzanowski for the time and effort each contributed to the successful outcome of the search and screen process.

### **Site Selection for the 2022 Biennial Meeting**

- After visiting sites in New York State and Texas, the Westin Galleria Hotel in Houston, TX was selected as the site for the 2022 Biennial Meeting. The dates for the meeting are April 24-29, 2022.

### **2020 Biennial Meeting**

- The Grand Hyatt Hotel offers 516 guest rooms and more than 52,000 square feet of meeting space within the hotel. To accommodate the needs of meeting attendees, we have guaranteed 2000 room nights at the hotel. There are restaurants, museums and other points of interest within walking distance or a short drive of the Grand Hyatt. We will be touring the facility during this Board meeting, and I look forward to working with Troy Huffman and the other members of the Local Arrangements Committee in the months ahead.

## **Retail Food Regulatory Program Standards Alliance**

- David Lawrence and I have been working with Steve Mandernach, Executive Director of AFDO, to prepare a white paper about the Retail Food Regulatory Program Standards Alliance. The purpose of the white paper is to formalize a proposal for creating the Alliance and addressing the questions and concerns raised by FDA in response to the recommendations contained in the resolution adopted by the Assembly of State Delegates at the 2018 Biennial Meeting. The White Paper is in not final, but I hope to be able to present it at the Executive Board Meeting in August.

## **Crumbine Award**

- The deadline for the 2019 Crumbine Award was March 15, 2019. Applications were received from Oakland County Health Department, MI and Minneapolis, MN. The applications have been sent to the Crumbine jurors for consideration.

## **Fall Executive Board Meeting**

- Arrangements have been made with Diversey to host the Fall 2019 Executive Board Meeting in Ft. Mill, SC on August 13-14, 2019. Board members will fly to the Charlotte Douglas International Airport on August 12, and we will be staying at the Crowne Plaza Charlotte Executive Park Hotel on August 12 and 13.

Respectfully submitted,



David McSwane  
Executive Director