

Conference for Food Protection – Committee Progress Report

Committee **Progress** Reports are considered **DRAFT** until accepted by the Executive Board
Approved 7/13/21

The Conference Chair, Executive Director, Council Chair, or Issue Chair may return committee reports, Issues, or attached documents requesting edits to improve understanding, or to include missing information.

Committee-submitted documents may impact the image, credibility, and integrity of the Conference as an organization. With the exception of material that is copyrighted and/or has registration marks, committee generated documents submitted to the Executive Board and via the Issue process (including Issues, reports, documents) become the property of the Conference.

COMMITTEE NAME: Local Arrangements Committee (LAC)

DATE OF REPORT: Initial fall progress report Spring progress report Second fall progress report
Date submitted: September 29, 2022, Date amended (if applicable): Click here to enter a date. Date accepted by Executive Board: Click here to enter a date.

COMMITTEE ASSIGNMENT: Council I Council II Council III Executive Board

REPORT SUBMITTED BY: Christopher Sparks and Deanna Copeland

COMMITTEE CHARGE(S):

Issue # Venue Selection for Local Reception

1. Selected Saint Arnold Brewery

Issue # Arrange Transportation for Membership Transportation

1. Multiple companies identified, visits to begin in November. Service arraignment in January

Issue # Locate alternate hotel arraignment for conference attendees

COMMITTEE WORK PLAN AND TIMELINE:

Transpiration company selection early January.

Alternate hotel site will be introduced at our October 14th meeting.

Donation committee work a report of progress at October Meeting.

COMMITTEE ACTIVITIES:

1. Dates of committee meetings or conference calls: March 17, 2022, May 5, 2022, May 26, 2022, June 24, 2022, August 25, 2022, September 15, 2022
2. Overview of committee activities: Identified local arraignment venue and transportation companies; extending outreach to Texas to increase support through State Health Office and local associations, have also met with Greater Houston Restaurant Association, following up with Texas Retailers for October meeting; subcommittees have begun separate meetings for specific Conference needs/area;
3. Charges **COMPLETED** and the rationale for each specific recommendation:
 - a. LAC Reception Venue Selected
4. Status of charges still **PENDING** and activities yet to be completed:
 - a. Find location for alternate hotel arraignments
 - b. Select Transportation Company

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

Board Action is NOT required and therefore the report can be placed on the consent calendar for Board review and acceptance.

Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.

ATTACHMENTS:

1. Content Documents:

- a. Committee Member Roster: See changes noted above under "requested action" No changes to previously approved roster
"Committee Members Template" (Excel) available at: www.foodprotect.org/work/ Committee roster to be submitted as a PDF attachment to this report.
- b. Committee Generated Content Documents (OPTIONAL): No draft content documents submitted at this time

2. Supporting Attachments (OPTIONAL): Not applicable

CFP Local Arrangements Committee

Co-Chairs: Deanna Copeland & Christopher Sparks

LAC Members

Name		Affiliation	Attendance
Chirag	Bhatt	HealthSpace USA	
Jaime	Estes	Albertsons Companies	
Traci	Michelson	McDonalds	
Larry	Payton	Tokyo Gardens Catering, LLC	
Ginger	Points	NE Texas Public Health District	
Todd	Mers	Austin Public Health	
Marcel	Elizondo	Austin Public Health	
Deanna	Copeland	Harris County Public Health	
Christopher	Sparks	Houston Health Department	
Sabrina	Salinas	Harris County Public Health-	
Kendrin	Wright	Harris County Public Health	
Celeste	Parker	Food and Drug Administration	
Shwan	Ali	7-Eleven	
Trista	Danos	Whole Foods Market	
DonMonique	Thompson	Houston Health Department	
Brittany	Rutledge-Gammage	Houston Health Department	
Joshua	Dufresne	Houston Health Department	
Optional Invited Attendees:			
Guzzle	Patrick	NRA	
Vought	Becky	CFP	
Rossow	Todd	CFP	
McSwane	Dave	CFP	

Item