

Item 2.2.6R

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Committee Progress Reports are considered DRAFT until accepted by the Executive Board

COMMITTEE NAME: Local Regulatory Representation

DATE OF REPORT: *Initial fall progress report* *Spring progress report* **X** *Second fall progress report*

Date submitted: 8/6/2022

Date amended (if applicable): 09/27/2022.

Date accepted by Executive Board: *Click here to enter a date.*

COMMITTEE ASSIGNMENT: *Council I* *Council II* *Council III* *Executive Board*

REPORT SUBMITTED BY: Chair Pieter A. Sheehan, Vice Chair, Jo DeFrancesco

COMMITTEE CHARGE(S):

Issue # II-10 To evaluate local regulator voting representation on the Assembly of Delegates and report to the Executive Board for consideration of the following:

1. Examining the current By-laws to include an historical perspective and exploring methods to provide representation of local regulators on the Assembly of State Delegates.
2. Report back to the Executive Board before the next biennium to make a recommendation for consideration for issue submittal during the next biennium.
3. Include representation from the Constitution and By-laws Committee to assist in the development of recommendations and amendments from the findings determined in this charge.

COMMITTEE WORK PLAN AND TIMELINE:

1. Ongoing: Historical perspective review of CFP Constitution and Bylaws.
2. April – Organizational call
3. May 2022- July: Finalize survey and obtain recipient list. Survey current CFP local regulatory members to gather perspectives on the level to which CFP’s organizational structure and biennial activities promote communication and collaboration among local regulators and between state and local regulator; is there outreach to locals from their elected representatives serving on the Executive Board; and is local regulatory participation extending beyond serving on the Board, Standing Committees, Council Committees, and Councils to voting representation on the Assembly of Delegates important to local regulators. Use survey results to inform committee’s work to explore representation of local regulators on the Assembly of Delegates.
4. June 2022: Request assistance from Constitution & By-laws/Procedures Committee for development of any recommendations to amend the Constitution & Bylaws or other governing documents based on outcome of work from charge #1.
5. July -August of 2022, review tentative survey data and determine further actions needed. Potentially survey other groups for information. Compile survey data and look for other ways to obtain local input on the issue.
6. September 2022- begin wrapping up survey activities and determine if enough data has been gathered to make a recommendation to change the Constitution and Bylaws. Begin work on any suggested changes.
7. October – November 2022- Prepare final report to the board and any issues related to the committee work.

COMMITTEE ACTIVITIES:

1. **Dates of committee meetings or conference calls:**

04/26/22, 05/06/2022, 06/03/22, 07/15/22, 08/09/22, 09/05/22, 09/16/22

2. **Charges COMPLETED and the rationale for each specific recommendation:**

None yet completed

Committee had a slow start: committee work and attendance has been greatly affected by many external factors. The size of the committee greatly impacts the work of the group with only 12 voting members.

3. Status of charges still PENDING and activities yet to be completed:

Charge #1 – Tentative location for placement of any changes to Constitution and By-Laws, not yet formalized due to inconclusive supporting survey information. More information is needed prior to suggesting changes with lasting impacts to the organization.

Charge #2 – Survey sent out to CFP Local Regulatory Members in June with results being requested by July. Response rate for surveys was low. Committee members also reached out to other food safety organizations for permission to survey their local members. Consideration was taken for the local respondents of those organizations not being CFP members and how to screen out non-CFP members. Survey data was inconclusive, and more data needs to be collected. The committee is determining how to collect additional data and the possibility that more time may be needed to properly address the issue and feel confident on recommendations to the Board.

Charge #3 – A member of the Constitution and By-laws Committee has been present on all calls from June onward. Suggestions have not been made due to insufficient survey data.

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.

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

A proposal was brought forth by several committee members in response to the survey results indicating local jurisdictions not being able to communicate with their respective state agencies about CFP and CFP Issues. Responses to the survey indicate that a lack of communication between state and local regulators is either top down or minimal, in most cases. Survey comments were consistent on the need for clear communication on CFP and CFP issues. This proposal provides a starting point to open an existing information channel to increase communication with local regulators.

The proposal suggests a change to the Executive Board Member Position Description to stress the importance of communicating CFP information to their constituents in a timely fashion. The recommendation for the attached document is below.

We recommend amending the highlighted 8th bullet point of the attached document to include this wording:

- **Actively and regularly communicates and reports CFP business and updates to their associated constituency using appropriate venues to include, but not limited to, professional groups, institutions, associations, newsletters, social media groups, and / or presentations to maintain a high level of knowledge on the status of CFP activities and pending issues being addressed.**

ATTACHMENTS:

1. Content Documents:

a. **Committee Member Roster:** See changes noted above under “requested action” **x** 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): Executive Board Member Position Description

Council II Roster for the 2023 Biennial Meeting

Council Experience	Last Name	First Name	Employer	Constituency	City	State	Region	Phone	Email
Chair	Halbrook	Courtney	Topgolf	Industry - Food Service	Dallas	TX	SW	214-202-8230	ckhalbrook@mac.com
Vice Chair	Bell	Wendy	Mecklenburg County Environmental Health	Regulatory - Local	Charlotte	NC	SE	980-257-3999	wendy.bell@mecklenburgcountync.gov

Each Council has a total of 22 members (including Chair and Vice Chair). Please complete DEMOGRAPHIC SUMMARY below roster.

INDUSTRY REPRESENTATIVES	per C&B Article XI:	9 in Councils I & II	5 in Council III
		minimum per C&B: 1 processing 2 food service 2 retail food stores 1 vending / distribution	minimum per C&B: 1 processing 1 food service 1 retail food stores 1 vending / distribution

No	Brady	Janice	Denny's	Food Industry - Food Service	Summerton	SC	Southeast	864-597-8186	jbrady@dennys.com
Yes CII	Defrancesco	Joetta	National Environmental Health Association	Food Industry - Support	Tallahassee	FL	Southeast	239-405-2211	JDeFrancesco@NEHA.org
Yes CII	Eisenbeiser	Ashley	FMI	Food Industry - Support	Arlington	VA	Mid-Atlantic	202-220-0689	aeisenbeiser@fmi.org
Yes CI	Espinoza	Albert	HEB	Food Industry - Retail Food	Trophy Club	TX	Southwest	210-884-5783	espinoza.albert@heb.com
Yes CII	Hernandez	Erik	Boar's Head	Food Industry - Processing	New Castle	IN	Midwest	347-325-0604	Erik.Hernandez@BoarsHead.com
Yes CII	Luebkekmann	Geoffrey	Florida Restaurant & Lodging Association	Food Industry - Retail Food	Tallahassee	FL	Southeast	850-879-2581	gluebkekmann@frla.org
Yes CII	Paster Cammarata	Tara	Cenza Inc., FKA Paster Training	Food Industry - Support	Gilbertsville	PA	Mid-Atlantic	610-970-1776	tara@cenzasmart.com
Yes CI	Schulz	John	CAVA Restaurants	Food Industry - Food Service	Washington	DC	Mid-Atlantic	202-341-0291	john.schulz@cava.com
No	Yoo	Woojin	Compass Group USA	Food Industry - Retail Food	Charlotte	NC	Southeast	401-327-0937	woojin.yoo@compass-usa.com

The number of alternates is NOT limited; please add additional rows below, if needed.

Yes A?	Babekir	Amani	Ecolab	Food Industry - Support	Greensboro	NC	Southeast	336-831-2139	amani.babekir@ecolab.com
Yes CII	Baker	Rance	National Environmental Health Association	Food Industry - Support	Denver	CO	Southwest		rancebaker@gmail.com
No	Boyer	Ellen	Wakefern Food Corp	Food Industry - Retail Food	Elizabeth	NJ	Mid-Atlantic	908-527-7395	ellen_boyer@wakefern.com
No	Celentano	Amanda	Whole Foods Market	Food Industry - Retail Food	Long Beach	CA	Pacific	626-524-4614	amandarin6@gmail.com
Yes CII	Corchado Torres	Liz	National Restaurant Association	Consumer (organizations)	Apopka	FL	Southeast	407-928-5249	lcorchado@restaurant.org
Yes A CI	Dunleavy	Sean	Food Safe T Systems	Food Industry - Food Service	Howell	MI	Midwest	517-861-7991	sdunleavy67@gmail.com
Yes CII	Dwyer	Tara	Dave's Marketplace	Food Industry - Retail Food	East Greenwich	RJ	Northeast	401-865-1191	tarad@davesmarketplace.com
Yes C?	Eastwood	Nick	The Always Food Safe Company	Food Industry - Support	St Paul	MI	Midwest	612-203-4872	nick.eastwood@alwaysfoodsafec.com
No	Fluke	Brent	CVSHealth	Food Industry - Retail Food	Prudenville	MI	Midwest	517-667-6120	Brent.fluke@cvshhealth.com
No	Hosh	Clay	National Restaurant Association	Food Industry - Support	Chicago	IL	Midwest	312-715-5323	chosh@restaurant.org
No	Hsieh	Hsing-Yi	Skogen's Festival Foods	Food Industry - Retail Food	De Pere	WI	Midwest	920-964-3444	hhsieh@festfoods.com
No	Hussein	Sima	Ecolab	Food Industry - Retail Food	Greensboro	NC	Southeast	336-312-1285	simahussein@ecolab.com
No	Johnson	Lars	L.A.J. Consulting, LLC/FoodSafetyGuy	Food Industry - Support	San Jose	CA	Pacific	507-990-5129	fsg@foodsafetyguy.com
No	Millwood	Corey	Publix Supermarkets	Food Industry - Retail Food	Marietta	GA	Southeast	678-672-8703	corey.millwood@publix.com
No	Rubio Jaguey	Blanca Estela	Grupo Delcon (Management systems Certifications)	Food Industry - Processing	QUERETARO	QUE	n/a	442-138-7481	blanca.rubio@grupodelcon.com
No	San Nicolas	Thomas	IMPACT Food Safety & Environmental Health Services	Food Industry - Support	Las Vegas	NV	Pacific	725-277-4483	thomas@impactinspection.com
Yes CII	Sigler	Larry	Waffle House Inc.	Food Industry - Retail Food	Norcross	GA	Southeast		larrysigler@wafflehouse.com
No	Smith	Melissa	StateFoodSafety	Food Industry - Support	Orem	UT	Southwest	503-729-6667	melissa.smith@statefoodsafety.com
No	Stefanski	Kristina	RBS	Food Industry - Retail Food	Manchester	NH	Northeast	781-385-0561	kstefans@retailbusinessservices.com
Yes CII	Sweet	Bridget	Amtrak	Food Industry - Food Service	Philadelphia	PA	Mid-Atlantic		bridget@sweetgroupllc.com
Yes CII	Wood	Sharon	Individual	EMERITUS Food Industry - Retail Food	San Antonio	TX	Southwest	210-913-1333	spwood1983@outlook.com

Please list those NOT selected, adding rows as needed.

REGULATORY REPRESENTATIVES	per C&B Article XI:	9 in Council I & II	5 in Council III
		2 territories, DC, or federal 7 apportioned among state and local	5 state and local (federal included as "at large" - see below)

No	Beckham	Renee	Houston Health Department	Regulatory - Local / Tribal	Houston	TX	Southwest	832-393-5133	Renee.beckham@houstontx.gov
Yes CII	Daniel	Justin	Lincoln-Lancaster County Health Department	Regulatory - Local / Tribal	Lincoln	NE	Southwest	402-441-8033	jdaniel@lincoln.ne.gov
Yes ACI	Morales	David	Maricopa County Environmental Services	Regulatory - Local / Tribal	Phoenix	AZ	Pacific	602-228-1542	David.morales@maricopa.gov
Yes ACIII	Pickle	Debbie	Tennessee Department of Health	Regulatory - State/D.C.	Nashville	TN	Southeast	615-532-8644	Debbie.Pickle@tn.gov
No	Smith	Stefanie	Pennsylvania Department of Agriculture	Regulatory - State/D.C.	Harrisburg	PA	Mid-Atlantic		stefsmith@pa.gov
Yes CII	Sylvis	Christine	Southern Nevada Health District	Regulatory - Local / Tribal	Las Vegas	NV	Pacific	702-759-0507	sylvis@snhd.org
No	Touhey	Michael	Washoe County Health District	Regulatory - Local / Tribal	Reno	NV	Pacific	775-328-2698	mtouhey@washocounty.gov
No	Vauls	Patricia	Maryland Department of Health	Regulatory - State/D.C.	Baltimore	MD	Mid-Atlantic	443-690-3072	patricia.vauls@maryland.gov
Yes ACIII	Wiedmeyer	Lindy	City of Racine Health Department	Regulatory - Local / Tribal	Racine	WI	Midwest	262-636-9567	Lindy.Wiedmeyer@cityofracine.org

Council Experience	Last Name	First Name	Employer	Constituency	City	State	Region	Phone	Email
Yes CII	Hilton	DeBrena	Tulsa Health Department	Regulatory - Local / Tribal	Tulsa	OK	Southwest	918-595-4302	dhilton@tulsa-health.org
Yes CII	Schaffer	Michael	Fort Bend County Health and Human Services	Regulatory - Local / Tribal	Rosenberg	TX	Southwest	713-299-9402	michael.schaffer@fortbendcountytx.gov
Yes CII	Speltz	Mark	Iowa Department of Inspections & Appeals	Regulatory - State/D.C.	Des Moines	IA	Southwest	515-689-3266	mark.speltz@dia.iowa.gov
No	Jensen	Sarah	Franklin County Public Health	Regulatory - Local / Tribal	Columbus	OH	Mid-Atlantic	614-561-3252	sarahjensen@franklincountyohio.gov
No	Pollock	Evelin	Harris County Public Health	Regulatory - Local / Tribal	Houston	TX	Southwest	713-274-6452	Evelin.pollock@pchs.hctx.net
No	WOODS	YOLANDA	SHELBY COUNTY GOVERNMENT	Regulatory - Local / Tribal	MEMPHIS	TN	Southeast	901-222-9190	yolanda.woods@shelbycountytn.gov
No	Miller	Erin	Virginia Department of Health - Alexandria Health Dept.	Regulatory - State / D.C.	Alexandria	VA	Mid-Atlantic	703-746-4971	erin.miller@vdh.virginia.gov
No	Ludwig	Daniel	Douglas County Health Department (Nebraska)	Regulatory - Local / Tribal	Omaha	NE	Southwest	402-444-3347	daniel.ludwig@douglascounty-ne.gov

Please list those NOT selected, adding rows as needed.

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	ACADEMIA	per C&B Article XI:	1 in Councils I & II	N/A in Council III (see "at large" below)					
Yes CIII	Ben	Chapman	NC State University	Academia	Raleigh	NC	Southeast	919-809-3205	bjchapma@ncsu.edu

The number of alternates is NOT limited; please add additional rows below, if needed.

	Gina	Kramer Nicholson	The Ohio State University	Academia	Columbus	OH	Mid-Atlantic	614-507-5105	nicholsonkramer.1@osu.edu
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	CONSUMER	per C&B Article XI:	1 in Councils I & II	N/A in Council III (see "at large" below)					
No	Hill	Michelle	AllergenFreeCooking.com	Consumer	Woodbury	MN	Midwest	612-701-4004	michelle@allergenfreecook.com

The number of alternates is NOT limited; please add additional rows below, if needed.

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Please list those NOT selected, adding rows as needed.

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	AT LARGE REPRESENTATIVES	per C&B Article XI:	N/A in Councils I & II	10 in Council III					
				may include representatives from federal agencies, academia, and other stakeholder groups					

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The number of alternates is NOT limited; please add additional rows below, if needed.

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DEMOGRAPHIC SUMMARY

(Note: from this row down, column titles from row 5 do NOT apply)

	# of Members	# of Alternates	# NOT Selected
REGION (using address from each Council member's application)			
Mid-Atlantic	5	4	
Midwest	3	5	
Northeast	0	2	
Pacific	3	4	
Southeast	6	6	
Southwest	3	8	
EXPERIENCE on Council (include ANY Council experience indicated on application)			
First-time Council member	7	18	
New to THIS Council	6	3	
Experience on Council	7	9	
CONSTITUENCY (as indicated on each Council member's application)			
Regulatory - Local	6	7	

(i.e., this row is for those with past Council experience but NEW to this Council)

Council Experience	Last Name	First Name	Employer	Constituency	City	State	Region	Phone	Email
Regulatory - State		3		2					
Regulatory - Federal		0		0					
Regulatory - District / Territory / Tribal		0		0					
Industry - Food Service		2		2					
Industry - Retail Food		3		10					
Industry - Support		3		7					
Industry - Processing Food		1		0					
Industry - Vending / Distribution		0		0					
Consumer		1		1					
Academia		1		0					

Notes:
All individuals not selected as voting council members were put in the alternate section
Ben Chapman had CII as second choice, but he is a co-chair of the Digital Food Safety Management Systems Committee
There were no Regulatory-Federal applicants to choose from
Minimal applicants from the NE to choose from