

# Conference for Food Protection – Committee FINAL Report

Template approved: 04/20/2016

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COMMITTEE NAME *Strategic Planning Committee*

DATE OF FINAL REPORT: 3/16/2018

COMMITTEE ASSIGNMENT:  Council I  Council II  Council III  Executive Board

REPORT SUBMITTED BY:

COMMITTEE CHARGE(S):

Issue # \_\_ To develop a strategic plan which includes better ways to market the Conference as well as short-range and long-range strategic issues using the mission and vision of the Strategic Plan as guidance \_\_\_\_\_

- 1.
- 2.
- 3.

Issue # \_\_\_\_\_

- 1.
- 2.
- 3.

COMMITTEE WORK PLAN AND TIMELINE: THE COMMITTEE HAS MET MONTHLY

COMMITTEE ACTIVITIES: **Dates of committee meetings or conference calls:** Since the last update the Committee has met Sep 8, Oct 6, Nov 10, Jan 12, Feb 9 and Mar 9

- **Overview of committee activities:** The committee has focused on three issues:
  - a. Creating a mission statement to provide a direction for the committees activities moving forward
  - b. Continue the process and development of a survey tool to provide attendee and member metrics on the CFP
  - c. Continue the Navigator Program for the Conference
- **Charges COMPLETED and the rationale for each specific recommendation:**
  - a. Development of the CFP SPC Mission statement
  - b. Agreement with the University of Houston to continue the Attendee/member survey
  - c. Continuation of the navigator program for the 2018 conference
- **Charges INCOMPLETE and to be continued to next biennium:**

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

No requested Executive Board action at this time; all committee requests and recommendations are included as an Issue submittal.

1. The Committee would like the Executive Board to consider accepting the CFP SPC mission statement (attached)
- 2.

LISTING OF CFP ISSUES TO BE SUBMITTED BY COMMITTEE:

- a. **Issue #1: Report – Committee Name:** List of content documents submitted with this Issue: **Committee Member Roster:**  See attached PDF  No changes to previously approved roster  
"Committee Members Template" (Excel) available at: [www.foodprotect.org/work/](http://www.foodprotect.org/work/) (Committee roster to be submitted as a PDF attachment to this report.)
    - (1) **Other content documents:** Draft CFP SPC Mission statement
  - b. List of supporting attachments:  Not applicable
1. **Committee Issue #2:**
  2. **Committee Issue #3:**