



# **The Conference for Food Protection 2023 Biennial Meeting and Workshop**

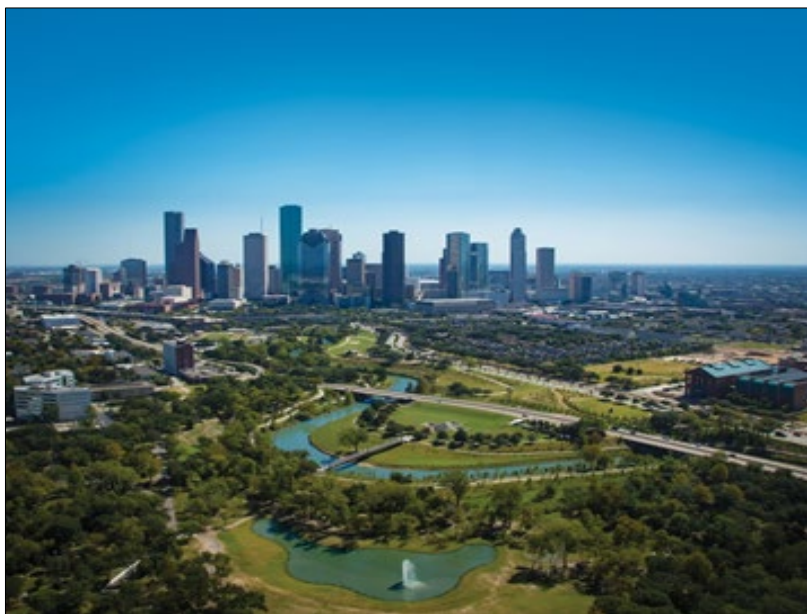
**Virtual Workshop: March 22 – 24, 2023**

**Biennial Meeting: April 24 – 28, 2023**

**WESTIN GALLERIA HOTEL ▪ HOUSTON, TEXAS**

## **Information Booklet**

(Published October 2022;  
updated November 2022)



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### CFP Membership

**Current CFP membership is not required to register for the Workshop or Biennial Meeting!**

Membership in CFP is included with your 2023 Biennial Meeting registration and remains valid until the day before the start of the next Biennial Meeting in 2025. Membership in CFP is NOT included with the “Virtual Workshop Only” registration option.

If you are not able to attend the Biennial Meeting in April 2023, membership fees for the upcoming biennium can be paid separately. Membership fees for the 2023-2025 biennium are \$100 and current membership is required to participate on a CFP Committee or to serve as a Council Member.

CFP membership may be processed online using the following link:

<http://www.foodprotect.org/forms/membership-form/>



## Message from the Conference Chair and Vice Chair

Dear Members and Colleagues:



Todd Rossow and I invite you to join us for the 2023 Biennial Meeting of the Conference for Food Protection in Houston, Texas. We believe by attending the meeting you will obtain the maximum benefit from the Biennial Meeting experience and what the Space City provides.

Members of the Local Arrangements Committee (LAC) and the CFP Executive team are working hard to create an exciting experience from the hotel and meeting room accommodations, keynote speakers, opening and LAC receptions, and opportunities to enjoy local food and attractions. It is great that we will be coming together again in person at the Biennial Meeting for the first time since 2018. This meeting will provide an opportunity for members in our various constituencies to work collaboratively with fellow food safety professionals to help influence model laws and regulations.



The last few years has led to many changes and challenges for all involved in food safety; professionally and personally. The dedication of our membership to persevere and continue to commit so much of themselves to the mission of CFP is recognized and truly appreciated. It is amazing to see the many accomplishments that have occurred over the short period from our last Biennial Meeting in August of 2021. Now the real fun will begin next April as the Councils go into session on Tuesday to start deliberating their Issues from the committees and others within the Conference.

Whether you will be attending the Biennial Meeting in person or via the livestream option, we believe this will be an invaluable experience. The spirit of CFP is to build consensus from within our membership around food safety and consumer protection

Issues from all constituencies. When you participate in the Biennial Meeting next April, we hope you will reflect on how you can become more involved and make a difference.

We need you, your expertise, and your voice.

*Becky Vought, Chair  
Todd Rossow, Vice-Chair  
Conference for Food Protection*

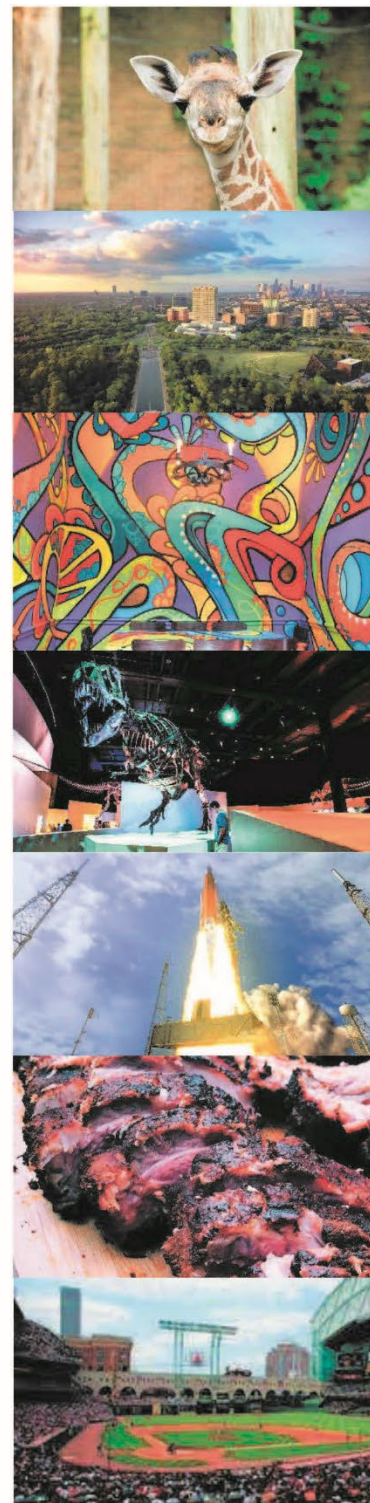




# The BIG Houston Bucket List

Space City welcomes you to explore the incredible and abundant options it offers for entertainment, shopping, relaxation, and more. We highly recommend these Houston Favorites as you make this your home away from home!

- ❖ Taste PHO-nomenal international cuisine in the local **Chinatown** or cruising down **Harwin Drive**
- ❖ Become a beer sommelier by sampling the ales at **Karbach**, **8<sup>th</sup> Wonder**, or **Saint Arnold** breweries
- ❖ Cheer on the **Rockets**, **Astros**, or **Dyanamo** with thousands of other screaming fans
- ❖ Get out on the town and enjoy the nightlife at one of the many **Montrose** and **Midtown** clubs and bars
- ❖ Embrace your inner science geek by touring the **Houston Museum of Natural Science** (free on Thursdays 2 -5 pm!)
- ❖ Shop til you drop in the **Galleria** and **Highland Village** or venture out to an outlet mall
- ❖ Feed the Giraffes at the **Houston Zoo** and then have a picnic on the hill at **Miller Outdoor Theatre**
- ❖ Take a mini road-trip to the Bay – Visit **Nasa**, **Kemah Boardwalk**, and **Baybrook Mall**
- ❖ Chow down on Texas BBQ at **Killen's**, **Pit Room**, or **Corkscrew**
- ❖ Relax in the **Texas-shaped lazy river** at the Downtown Marriot
- ❖ Instagram your life in front of the **I Love Houston sign** or the city's 100+ colorful murals and walls
- ❖ Reflect on your life with a prayer as you visit **Lakewood Church**, **BAPS temple**, or the **Rothko Chapel**
- ❖ Take in the light and air with a walk in the **Houston Arboretum** or a canoe trip down **Buffalo Bayou**



**Christopher Sparks**  
LAC Co-Chair  
Houston Health Department,  
Bureau of Consumer Health Services

In 2022, we are excited to give you a  
big Texas size

**WELCOME**  
*to Houston!*

2022 Local Arrangements  
Committee



**Deanna Elizabeth Copeland**  
LAC Co-Chair  
Harris County Public Health,  
Environmental Public Health Division

# TENTATIVE PROGRAM

## Pre-Biennial Meeting Virtual Workshop: March 22 – 24, 2023

A full Workshop agenda will be published in early February 2023 after Issue submission closes for the 2023 Biennial Meeting.

## Biennial Meeting: April 24 – 28, 2023

All Biennial Meeting times will be in the Central time zone

All events that appear below in **red font** will be broadcast to individuals who chose to participate in the meeting via the livestream registration option. **The livestream option will be “VIEW ONLY.”**

### Monday (April 24, 2023)

9:00 a.m. – 3:30 p.m.	Standing and Council Committee Meetings
11:30 a.m. – 3:45 p.m.	Executive Board Meeting
<b>4:00 p.m. – 6:00 p.m.</b>	<b>Opening General Session</b>
6:00 p.m. – 8:00 p.m.	Welcome Reception

### Tuesday (April 25, 2023)

<b>9:00 a.m. – Noon</b>	<b>Reports/Updates Session</b>
Noon – 1:00 p.m.	Luncheon for Council Members and Alternates – This event is by invitation only
12:30 p.m. – 1:00 p.m.	Local Regulator Caucus
<b>1:00 p.m. – 6:00 p.m.</b>	<b>Council Sessions</b>
6:00 p.m. – 7:00 p.m.	Caucus Meetings – State/Local Regulators, Industry, Academia, and Consumer

### Wednesday (April 26, 2023)

7:00 a.m. – 9:00 a.m.	Executive Board Meeting
<b>9:00 a.m. – 11:45 p.m.</b>	<b>Council Sessions</b>
<b>1:00 p.m. – 2:00 p.m.</b>	<b>Caucus Meetings</b> – State/Local Regulators, Industry, Academia, and Consumer
	Elections are tentatively scheduled for the following constituencies and these sessions will be livestreamed only if an election is held:
	<ul style="list-style-type: none"><li>• <b>State Regulatory – Midwest and Southeast Regions</b></li><li>• <b>Local Regulatory – Mid-Atlantic and Northeast Regions</b></li><li>• <b>Industry – Vending and Distribution, and an At Large position</b></li><li>• <b>Consumer</b></li></ul>
<b>2:00 p.m. – 6:00 p.m.</b>	<b>Council Sessions</b>
6:00 p.m. – 9:00 p.m.	Local Arrangements Committee Reception

### Thursday (April 27, 2023)

<b>9:00 a.m. – Noon</b>	<b>Council Sessions</b>
<b>1:00 p.m. – 1:45 p.m.</b>	<b>Committee Formation Session</b> – All prospective committee members are invited to attend
2:00 p.m. – 4:00 p.m.	Executive Boards – Combined Boards, current and newly elected members
4:15 p.m. – 5:15 p.m.	Caucus Meetings – State/Local Regulators, Industry, Academia, and Consumer
5:30 p.m. – 6:30 p.m.	Assembly Orientation (Mandatory for Delegates) – Issue Report available electronically
6:45 p.m. – 8:45 p.m.	Regional Meetings

### Friday (April 28, 2023)

7:00 a.m. – 8:15 a.m.	Executive Board Breakfast (Combined Boards)
<b>8:30 a.m. – 11:00 a.m.</b>	<b>Closing Session – Assembly of State Delegates</b>
11:00 a.m. – Noon	Executive Board – all Board members for the 2023-2025 Biennium

### Participation policy:

All meetings and events at the Biennial Meeting, except Caucus meetings, are open to all in-person registrants. Individuals registered via livestream will be able to participant in all meetings appearing above in **red font**.

AFDO will host meetings for regulatory constituents to discuss Issues for the 2023 Biennial Meeting on April 4, 6, 12, and 19 from 1:00 p.m. to 3:00 p.m. Eastern time.

A “Save the Date” and registration information for these meetings will be sent late in 2022.

The National Restaurant Association’s Food Safety Team invites all industry constituents to a webinar to review high-priority Issues submitted for the 2023 Biennial Meeting. The meeting will be held on April 18 at 2:00 p.m. Eastern time. To register: <https://event.on24.com/wcc/r/3988926/C604C8C296C27B9FC00753EED6FEF113>

# **TENTATIVE AGENDA**

## **PRE-BIENNIAL MEETING WORKSHOP**

**Wednesday, March 22 through Friday, March 24, 2023**  
**Presented from Noon to 1:30 PM Eastern time each day**  
*Workshop will be presented in a virtual format*

### **“A Deep Dive into the Science Behind the Issues”**

Issues submitted to the Conference for deliberation are often based on the most recent, most advanced science around food safety. In preparation for the Council deliberations, the educational Workshop will focus on three food safety topics selected from the Issues submitted for the 2023 Biennial Meeting.

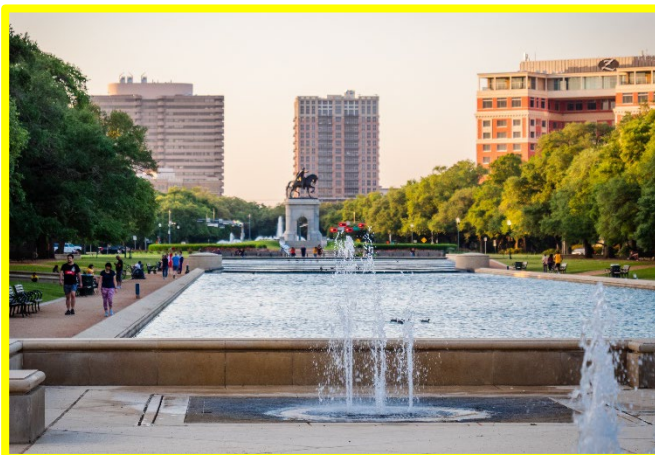
Each day, there will be a different topic discussed, with time for Q&A with subject matter experts. The goal of this Workshop is to provide a deeper understanding of the science behind the submitted Issues so that attendees are more confident in the discussion and deliberation process.

Additional information regarding specific topics and speakers will be available in February 2023 after the Issue submission period closes for the 2023 Biennial Meeting.

**Once available, Workshop details will be posted on the CFP website at the following link:**

<http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/workshop/>

**Continuing Education Units (CEUs) will be available from the National Environmental Health Association (NEHA) for Workshop participants.**





## Issue Submission

An “Issue” is a topic submitted for consideration to the Conference by any interested party which addresses an identified concern related to retail food safety and offers a recommended solution to that concern.

Issues are accepted ONLY through an automated ONLINE process. To assist in preparing an Issue for submission, the “*Issue Pre- Submission Form*,” “*Terms and Conditions for Issue Submission*,” and the “*Issue Preparation & Review Process and Checklist*” are all available on the Conference website at the following link: <http://www.foodprotect.org/about/issue-submission/>

**The online Issue submittal process will open on Monday, December 19, 2022, and will close on Monday, January 23, 2023 (9 p.m. Eastern time).**

Issues finalized and assigned for Council deliberation will be posted on the CFP website no later than March 15, 2023 (at least 40 days prior to the start of the 2023 Biennial Meeting).

## Access to the Issues is through the CFP website only

All finalized Issues may be downloaded and printed as needed. Attendees are responsible for bringing their own copy of the Issues (either electronic or hard copy) to the Biennial Meeting. Final Issue recommendations following Council deliberation will be posted on the CFP website on Thursday evening prior to the Assembly of State Delegates. Following the conclusion of the Biennial Meeting, final documents will be posted to the CFP website indicating the action taken by the Assembly.



## 2023 Sponsorship and Donation Opportunities

The Conference for Food Protection is a unique organization that meets every two years and brings together over 500 professionals from a wide range of local, state, federal, and district/territorial regulatory agencies; representatives from the food industry (food service, retail food stores, food processing, vending and distribution, and food industry support); academia; and consumer groups. Over the last decade, the organization has grown considerably in both visibility and prestige. To assure that the Conference remains financially sustainable, the Conference is seeking sponsorships and donations to help defray costs.

**We hope you will show your support for CFP and the Biennial Meeting by becoming a Sustaining Sponsor and/or a 2023 Biennial Meeting Event/Service Support Donor.**

### As a Sustaining Sponsor you will receive:

1. Listing in the Biennial Meeting digital Program Book and on the Biennial Meeting Mobile App;
2. Signs posted during the Biennial Meeting indicating your organization's participation as a Sponsor;
3. Name tag ribbons for all personnel from your organization attending the Biennial Meeting; and
4. Visibility – attendees will see your organization's support of CFP and commitment to improving retail food safety.

### Four levels of Sustaining Sponsorship are available:

- **TITANIUM** for organizations investing a minimum of \$5,000  
In addition to the 4 items listed above, Titanium sponsors will receive 3 Complimentary Registrations for the Biennial Meeting and a 1 page "Sponsored in part by" logo ad in the digital Program Book.
- **GOLD** for organizations investing a minimum of \$3,000  
In addition to the 4 items listed above, Gold sponsors will receive 2 Complimentary Registrations for the Biennial Meeting and a half-page "Sponsored in part by" logo ad in the digital Program Book.
- **SILVER** for organizations investing a minimum of \$2,000  
In addition to the 4 items listed above, Silver sponsors will receive 1 Complimentary Registration for the Biennial Meeting and a quarter-page "Sponsored in part by" logo ad in the digital Program Book.
- **BRONZE** for organizations investing a minimum of \$1,000  
Bronze sponsors will receive the 4 items listed in the shaded box above.

**Sustaining Sponsors may show their support for CFP by contributing more than the minimum amount at each level and they may pay sponsorship fees in one or two payments.**

### 2023 Biennial Meeting Event/Service Support Donations

*CFP provides opportunities for organizations to make donations to defray some or all the cost of certain services and events during the Biennial Meeting. 2023 Biennial Meeting Event/Service Support Donors will receive prominent acknowledgement for the sponsored service or event and a listing in the digital Program Book.*

**The deadline to submit Sustaining Sponsorship and Event/Service Support Donation applications and pledged funds is March 24, 2023.**

**Sponsorship and donation applications are available on the CFP website:**

<http://www.foodprotect.org/forms/support-cfp-as-a-sponsor-or-donor/>

**For general questions about sponsorships or donations, please contact**

Eric Moore, CFP Sponsorship Committee Co-Chair: [EMoore@testo.com](mailto:EMoore@testo.com) or

James O'Donnell, CFP Sponsorship Committee Co-Chair: [j.j.odonnell.iii@gmail.com](mailto:j.j.odonnell.iii@gmail.com)

**For questions regarding the application process or payments, please contact**

Vicki Everly, CFP Executive Assistant: [veverly.cfp@gmail.com](mailto:veverly.cfp@gmail.com)



# Registration Information

Access to online registration will be accessible via the CFP website:

<http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/register/>

## Conference for Food Protection ■ 2023 Biennial Meeting and Workshop Registration

**Virtual Workshop: March 22 – 24, 2023** scheduled from noon to 1:30 PM Eastern time each day

- ✓ Online registration remains available throughout the Workshop; however, access may be delayed.
- ✓ Details regarding digital accessibility is available online: <http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/>
- ✓ A full Workshop agenda will be published in early February 2023 after Issue submission closes for the 2023 Biennial Meeting.

**Biennial Meeting: April 24 – 28, 2023** participation offered in-person OR via livestream

- ✓ Registration deadlines:
  - **For in-person attendees:**
    - The last day to register online is Friday, April 21, 2023
    - Walk-in registration is available beginning Sunday, April 23, 2023, at 1 PM
  - **For livestream attendees:**
    - Online registration remains available throughout the Biennial Meeting; however, we recommend livestream participants register in advance as access to sessions may be delayed.
    - Details regarding digital accessibility is available online: <http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/>
- ✓ The following events during the 2023 Biennial Meeting will be available to livestream participants:
  - Pre-recorded informational sessions
  - Opening General Session
  - Committee Reports and Updates
  - Council Sessions
  - Committee Formation Session
  - Caucus Meeting Elections
  - Closing General Session and Assembly of Delegates
- ✓ The full Biennial Meeting agenda is available online: <http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/>
- ✓ Membership in CFP is included with 2023 Biennial Meeting registration. Membership is effective until the day before the start of the next Biennial Meeting in 2025.

REGISTRATION OPTIONS	EARLY Discounted Registration Fee	LATE Registration Fee
<b>In-person Attendee for the Biennial Meeting AND Virtual Workshop</b> <i>Includes CFP membership for the 2023-2025 biennium.</i>	<b>\$ 695</b> <i>Last day to register at this discount rate is Friday, March 17, 2023.</i>	<b>\$ 795</b>
<b>Livestream Attendee for the Biennial Meeting AND Virtual Workshop</b> <i>Includes CFP membership for the 2023-2025 biennium.</i>	<b>\$ 695</b> <i>Last day to register at this discount rate is Friday, March 17, 2023.</i>	<b>\$ 795</b>
<b>Virtual Workshop ONLY</b> <i>Does NOT include CFP membership.</i>	<b>\$ 195</b> There is no "late fee" to register for the Workshop ONLY.	

### Special Rates for Full-time Students ...there is no "late fee" for students

<b>Student Rate: In-Person Attendee for the Biennial Meeting AND Virtual Workshop</b> <i>Includes CFP membership for the 2023-2025 biennium.</i>	<b>\$ 125</b>
<b>Student Rate: Livestream Attendee for the Biennial Meeting AND Virtual Workshop</b> <i>Includes CFP membership for the 2023-2025 biennium.</i>	<b>\$ 125</b>
<b>Student Rate: Virtual Workshop ONLY</b> <i>Does NOT include CFP membership.</i>	<b>\$ 50</b>

**ALL registration forms MUST be submitted online; an option to "pay by check" may be selected:**

<http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/register/>

**Requests for refunds or transfers must be submitted using an approved form:**

<http://www.foodprotect.org/media/policy/cancellation-and-refund-policy-final-10-05-2022-fillable.pdf>

**Cancellations and Refunds:** Each registrant seeking a cancellation or refund for the Biennial Meeting or Workshop will be charged a \$100 administrative processing fee. An additional \$100 will be retained from Biennial Meeting refunds for CFP membership dues for the upcoming biennium (membership valid until the day before the start of the next biennial meeting). Refund requests that seek a waiver of these charges must be submitted to and be approved by the Executive Director and Conference Chair.

**Registration Transfers:** A registration may be transferred to another individual; however, once a registrant initiates participation in either the Workshop OR the Biennial Meeting, a transfer will NOT be approved. Any Biennial Meeting transfer includes the transfer of CFP membership to the new registrant.

**Save money by registering early!**

## General Information

### Hotel

The Westin Galleria Hotel – 5060 W. Alabama Street, Houston, TX 77056



The 2023 Biennial Meeting will be held at the Westin Galleria Hotel in Houston. The hotel offers excellent meeting space and is conveniently located to restaurants and attractions in Houston.

All of the sleeping rooms in the CFP block will be offered at Prevailing Federal Government per diem.

You may make a reservation online using the following link: [Book your group rate for Conference for Food Protection](#)

Or you may call **888-627-8514** to make a reservation.

Attendees who call to make a reservation must ask for the CFP 2023 Biennial Meeting rate.

**April 1, 2023 is the last day to make a reservation at the hotel in order to receive the guaranteed rate for the 2023 Biennial Meeting.**

### Local Transportation

There are two airports serving Houston – Bush Intercontinental and William P. Hobby. Bush Intercontinental is located 23 miles north of downtown Houston. Hobby Airport is smaller but is located only 7 miles from downtown Houston. Various types of ground transportation, including car rental, is available from both airports to the Westin Galleria Hotel. Uber and Lyft are generally available at a lower price than taxi service.

### Dress

Attire for the Biennial Meeting is business casual. Attendees must display official 2023 Biennial Meeting credentials in order to participate in Biennial Meeting events.

### Questions?

Visit our website for more information about the Conference for Food Protection: [www.foodprotect.org](http://www.foodprotect.org)

Questions involving registration or payments should be directed to Vicki Everly, CFP Executive Assistant: [veverly.cfp@gmail.com](mailto:veverly.cfp@gmail.com)

For other questions, contact the CFP administrative office by email: [dmcswane.cfp@gmail.com](mailto:dmcswane.cfp@gmail.com)

**All registration forms MUST be submitted online:**

<http://www.foodprotect.org/biennial-meetings/2023-biennial-meeting/register/>

**An option to “pay by check” may be selected.**