



MEMORANDUM

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

FROM: David McSwane

DATE: July 24, 2020

**SUBJECT: FALL 2020 BOARD MEETING
EXECUTIVE DIRECTOR'S REPORT**

I had hoped you would have read my report as part of the Executive Board Meeting information disseminated for the Spring Meeting scheduled at the 2020 Biennial Meeting in Denver. Unfortunately circumstances beyond our control related to the COVID-19 pandemic required everything to be put on hold.

Conducting the Fall 2020 Board Meeting using WebEx is a first for CFP. However, if this method works well, the Board may want to consider it for one or more future Board Meetings.

NACCHO Grant Application

- David, Brenda, and I worked with the staff at the National Association of County and City Health Officials (NACCHO) to prepare an application entitled "Collaborating with Retail Food Safety Associations to Advance Retail Food initiatives and Reduce Foodborne Illness". This project is part of a larger project proposed by the Retail Food Safety Regulatory Association Collaborative of which CFP is a member. CFP chose to collaborate with NACCHO on the project since only organizations that had a cooperative agreement with FDA were eligible to apply.

If the project is funded, NACCHO and CFP will collaborate to further the capacity of State, Local, Tribal and Territorial agencies to improve retail food safety and reduce foodborne illness across the United States. The specific aims for the NACCHO/CFP portion of the project are:

1. Increase retail food regulatory programs' application of risk-based inspections and implementation of effective intervention strategies, and
2. Increase enrollment and active participation in and application of the Voluntary Retail Food Program Standards by state, local, tribal and territorial retail food regulatory agencies.

David will be presenting more detail about this project and other items related to the Retail Food Safety Association Collaborative as part of the update he will present in Agenda item 1.9.8.

2020 and 2022 Biennial Meetings

- Thanks to Karen Peña at ConferenceDirect we were able to reschedule the 2020 and 2022 Biennial Meetings without any financial penalties levied against the organization (see item 1.8.1A). We will be sending out an updated registration information packet in October. This packet will reflect the new dates for the 2020 Biennial Meeting along with links to reserve rooms at the Grand Hyatt Hotel and to register for the rescheduled biennial meeting. In November, I will contact each of the individuals who were named as Delegates to the Assembly of State Delegates to confirm they will be representing their respective agencies at the meeting in April 2021. We have had some inquiries about whether or not the Issue submission process will be reopened prior to the 2020 Biennial Meeting (scheduled for April 2021). More information about this will be shared under agenda item 5.6 of this meeting.

2020-2023 Master Calendar

- The master calendar for the next biennium has been created. Because the 2022 Biennial Meeting has been rescheduled to April 2023, we will be able to follow a more conventional schedule in 2021-2023. Please review the calendar and let me know if you have any questions or you would like to see changes made to the calendar.

Crumbine Award

- The Southern Nevada Health District won the Samuel J. Crumbine Award for 2020. However, the professional meetings where the award is typically presented were cancelled due to the COVID-19 pandemic. Therefore, the awards for 2020 and 2021 will be presented at these meetings in 2021.

Executive Board Meetings

- The Spring 2021 Executive Board Meeting will be held at the Grand Hyatt Hotel in Denver, CO from April 11-16, 2021.