

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

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COMMITTEE NAME: Strategic Planning Committee

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

Date submitted: [Click here to enter a date.](#) **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: Keith Jackson and Amber Daniels

COMMITTEE CHARGE(S):

1. Positioning CFP to respond to changes in the business and regulatory environment by staying abreast of changing needs to keep CFP a viable and relevant organization.
2. Assessing member satisfaction, exploring ways to increase membership, improving communication with members, and responding to membership's changing expectations of CFP, its programs, services, and the Biennial meeting.
3. Finding ways for CFP to collaborate/partner with organizations that hold similar values and interests in retail food safety.
4. Sustaining the financial stability of CFP by seeking new, increased, or alternative sources of funding.

COMMITTEE WORK PLAN AND TIMELINE:

To be completed after committee roster approval

Roster has been submitted

COMMITTEE ACTIVITIES:

1. **Dates of committee meetings or conference calls:**
 - TBD for full committee
 - Chairs have had multiple calls to discuss roster
2. **Overview of committee activities:**
 - None to date
3. **Charges COMPLETED and the rationale for each specific recommendation:**
 - None to date
4. **Status of charges still PENDING and activities yet to be completed:**
 - None to date

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.

1. Approve Committee Roster

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**