

**2018 - 2020 CFP Program Standards Committee Subcommittee #1**

**Issue # 2018 II-013-PSC; Issue # 2018 II - 014**

**Meeting Minutes**

March 21, 2019 (3:00 – 4:00 pm EST)

**I Roll Call** - Andre Pierce opened the meeting and conducted roll call:

*Present:* Krista Click (Hendricks County, IN), Jean Edsall (Compass Group), Amber English (Washoe County, NV), Katey Kennedy (FDA), Adam Kramer (CDC), Jeffrey Lindolm (iCertainty), Andre Pierce (Wake County, NC), Robert Sudler (FDA), Kenesha Williamson (Publix)  
*Absent:* Angie Cyr (Minnesota Department of Health), Deanna Copeland (Harris County, TX)

**II. Clarification of Charges** – Pierce clarified the charges as were reported at the February 19, 2019 meeting. Issue 2018: II-014 was not originally issued as a charge, but the Executive Committee asked the subcommittee to 1) work with FDA to include plan review in the VNRFRPS and 2) work with FDA to identify a means to recognize partial achievement.

**III. Partial Recognition – Burden / Options (2018 II-013 - #4)** – Some jurisdictions have expressed a desire recognize partial achievement of a Standard, especially when there are items outside the jurisdiction’s control that prevent full achievement. We discussed what partial achievement meant – whether it was an internal need within the jurisdiction or an outward facing interface such as a website. Deanna Copeland developed a survey to help understand more about the issue. This will be shared at the next meeting.

**IV. Plan Review – (2018 (II-014 #3)** – The charge is to work with the PS committee to include plan review in the VNRFRPS. Jean Edsall drafted a document which will be distributed and discussed at the April 25, 2019 meeting.

**V. Inconsistencies in language across the Standards (2018 II-013 #3)** – The group was asked to solicit feedback from enrolled jurisdictions.

**V. Next meeting** – April 25, 2019 at 3:00 PM – FoodSHIELD and Call-In Information: Dial 877-394-5901, then when prompted enter Access Code 8301601 followed by #