

## Conference for Food Protection Executive Board Meeting Committee Report

This report must be submitted to your Council Chair for review so that it can be approved and submitted to the Executive Board via the Executive Director 30 days before each Executive Board Meeting (held in April and August of each year). The report must be accompanied by an updated committee roster on the Excel spreadsheet provided (Committee Members Template) located here: <http://www.foodprotect.org/work/>.

**COMMITTEE NAME:** Listeria Guidelines Committee

**COUNCIL (I, II, or III):** III

**DATE OF REPORT:**

**SUBMITTED BY:** Dale A. Grinstead and Haley F. Oliver

**COMMITTEE CHARGE:** (indicate Issue Number and text from Issue stating the Committee Charge)

**Issue #: III-022**

**Charge:** The Conference recommends that a CFP Committee be created to revise the 2006 CFP "Voluntary Guidelines of Sanitation Practices Standard Operating Procedures and Good Retail Practices to Minimize Contamination and Growth of *Listeria monocytogenes* (Lm)" to incorporate the following:

1. Sanitation guidance for slicers,
2. Information on cross contamination and harborage points for Lm,
3. More detailed information about how sampling for Lm can be conducted as part of a strategy for preventing Lm contamination at retail,
4. Updating outdated links to other documents, and
5. Other relevant information identified by the Committee.

The Conference also recommends that the Committee report its recommendations back to the 2014 Biennial Meeting with Issues to address the above charges and include recommendations that a letter be sent to FDA requesting that Annex 2 (References, Part 3-Supporting Documents) be amended by adding a reference to the revised voluntary guidelines.

**COMMITTEE'S REQUESTED ACTION FOR BOARD (If Applicable):**

**Approve the addition of Catherine Addams Hutt and Neil Ylanan to the committee. These individuals are needed to ensure that the food service industry is represented on the committee. We have had difficulty getting participation**

from that industry on this committee and Catherine and Neil are the only 2 that have volunteered. The committee believes that having representation from the food service industry is important when we are reworking the guidance document.

#### **PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:**

The committee has had 4 conference calls. The first call was on September 18, 2012. Main items discussed in that call were introductions of committee members and the charge to the committee. There was considerable discussion on this call about the charge to the committee and there were some committee members that thought the best approach would be to ask the board to change the charge to the committee. Unfortunately some of the strongest proponents of asking for a change to the charge were not able to be on this call so the matter was tabled for the next call.

The second call was on October 19 2012. The changes to the committee charge discussion was left on the table because some of the members that had strongest views on this were not available for the call. The main discussion on this call was the ways that the committee wanted to share documents. Unfortunately there is no universally usable document sharing tool that can get past the various IT barriers that the diverse committee members have to deal with. Therefore the committee decided to continue to use e-mail as the only practical tool to share information. It is far from an optimum solution but is the only currently viable option. The other main topic of this call was a review of the USDA compliance guideline for controlling *Listeria* in post lethality exposed ready to eat meat and poultry products (published September 2012) from K. Barlow (USDA).

The third call was held on January 24, 2013. The discussion to ask for a change to the charge was brought from the table and discussed at length on this call. There were relatively strong views on either side of this discussion, however at the end of the call there seemed to be a consensus that the committee would NOT ask for a change to the charge and that point 5 of the charge gave the committee the freedom to provide the information that we deemed most relevant. It was decided that there would be a formal vote on this matter to settle it on the next call. The other issue that was discussed is that there were no members of the committee from the food service industry. The committee as a whole believes that it is important to have the view point of the food service industry represented on this guidance. All the committee members were asked to help identify potential members of the food service industry that could be committee members. At least two food service industry members (one from the National Restaurant Association and one from a Flight Caterer) have been identified as potential committee members. They have been contacted by the committee chairs and they are willing to serve on the committee.

**The fourth call was held on March 18, 2013. H. Oliver called the meeting to order. New committee members Catherine Adams Hutt, with RDR Solutions Consulting representing the National Restaurant Association and Neil Ylanan with LSG Sky Chef. A formal vote on acceptance or requesting the CFP board change the charge to the committee was scheduled. A quorum was not present on the call therefore a vote was not called. Options for an email vote were discussed and the meeting was adjourned.**