

## 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:** Plan Review Committee Report

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

**DATE OF REPORT:** July 13, 2009

**SUBMITTED BY:** Liza Frias, Chair

**COMMITTEE CHARGE(S):**

The Conference recommends that the Plan Review Committee continue its review of the Mobile Food Establishment, Permanent Outdoor Cooking Operations, Temporary Food Establishment and Plan Review documents and present their findings at the 2010 CFP Biennial Meeting.

**REQUESTED ACTION BY BOARD (If Applicable):**

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

Due to the resignation of the prior committee chair and lack of prior history from the prior committee, no committee work has been completed.

On July 13, 2009, the committee chair received the prior committee documents and is scheduling the first committee conference call for August 18, 2009. The agenda for this meeting will be as follows:

- a. Review the progress of the past Plan Review committee and to determine next steps.
- b. Discuss how to approach the CFP charge with limited time.
- c. Issue Submissions for CFP 2010 – continue charge?

An updated roster has been attached. Changes since prior committee report are in red.