

Conference for Food Protection
Council II Periodic Summary Report

Date of Report: March 23, 2017 (Revised April 21, 2017)

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Committee Charges and Activities: *See individual committee reports for details*

The **Demonstration of Knowledge (DOK) Committee** was re-created in Issue 2016 II-003 to continue work initiated during the 2014 – 2016 biennium from Issue 2014-II-016. Specific charges for the 2016 – 2018 biennium are to:

1. Identify and evaluate the pros and cons of *Alternative Methods to Demonstrating Knowledge*, a document created by the 2014-2016 DoK Committee (Attachment VI to the DoK Committee Report). Although not limited to the following areas, the committee will assess the pros and cons of each alternative method in light of the following areas:
 - a) Differentiation between knowledge and application
 - b) Emphasis on risk factors
 - c) Ease of uniform assessment by regulators and industry
 - d) Enabling the Person in Charge to demonstrate knowledge even when there is a language barrier
 - e) What corrective action should be taken when there is not a demonstration of knowledge from the Person in Charge
2. Recommend alternative methods of demonstrating knowledge as new or amended Food Code language.
3. Report back committee outcomes and recommendations to the 2018 CFP Biennial Meeting.

The **Employee Food Safety Training Committee** was re-created in Issue 2016 II-001 to continue work initiated during the 2014 – 2016 biennium from Issue 2014-II-011. Specific charges for the 2016 – 2018 biennium are to:

Identify what a food employee should know about food safety, prioritized by risk.

1. Develop a guidance document to include recommendations for appropriate operator, regulator, and/or third-party food safety training program(s); including the criteria for the program and learning objectives.
2. Report Committee findings and recommendations to the 2018 Conference for Food Protection Biennial Meeting.

Requested Executive Board (EB) Action:

1. Committee requested action items:

- a. Demonstration of Knowledge (DOK) Committee:
Co-Chairs – Eric Moore (food industry) and Joetta DeFrancesco (state regulatory)
 - i. Notification to Board of change in FDA consultant, no Board action needed.
 - ii. Replacement of voting state regulatory member, Board approval requested.
- b. Employee Food Safety Training (EFST) Committee:
Co-Chairs – Benjamin Chapman (academia) and Susan Quam (food industry)
 - i. Notification to Board of change in FDA consultant, no Board action needed.

2. Council leadership requested action items:

- a. Acknowledge Council II report; and
- b. Acknowledge Council II Committee Periodic Status Reports.
- c. Board approval of change in DOK Committee roster.
- d. Board discussion of the process for removal of “at-large” members in accordance with CFP governing documents.

This report is required to be submitted in advance of each Executive Board (EB) meeting. Council leadership is responsible for obtaining and reviewing their assigned committees' periodic reports in order to prepare this document.

The purpose of this report is to facilitate EB discussion by providing a summary of items requiring action – it is not intended to replace or duplicate information within individual committee reports.

Notes:

- *Red font indicates information to be completed and updated for each report submittal.*
- *Please keep action item information in multilevel outline format to facilitate discussion and for ease of reference in EB meeting minutes; please minimize use of bullets.*