

HACCP Utilization and Food Safety Systems PDG

Attendees: Fatemeh Ataei (Chair), Bala Kottopalli (Vice Chair), Asia Xu, Carol Wallace, Deann Akins Lewenthal, Jason Scheffler, Jean Anderson, Joseph Meyer, Josie Greve Peterson, Karina Martino, Loralyn Ledenbach, Oscar Rodriguez-Gonzalez, Rocelle Grabarek, Tatiana Lorca, and Yvonne Masters.

Board/Staff Members Present: Dina Siedenburg and Michelle Danyluk.

Number of Attendees: 15.

Meeting Called to Order: 11:00 a.m. Eastern Time, Wednesday, June 24, 2021.

Minutes Recording Secretary: Bala Kottapalli and Fatemeh Ataei.

Old Business: Incoming Chair Ataei welcomed attendees, and reviewed the meeting agenda. Michelle Danyluk provided an update to the PDG meeting for the main outcomes of the last Board meeting. The major points were as follows: Encourage PDGs to organize meeting throughout the year. In addition, the Executive Board encouraged to organize webinar on relevant topics to PDG. PDG's IAFP liaison can be contacted for the appropriate support.

The IAFP Diversity, Equity and Inclusion Council has now completed their formation including preparation of a Charter (vision, mission, and purpose), operating procedures, and Council Member's responsibilities. Members interested to join the council can contact the IAFP office or IAFP Board member. The Executive Board is always looking for members who are interested in serving on IAFP committee or in PDG leadership role. Interested members can contact the IAFP office or IAFP Board member.

Adoption of 2020 PDG Minutes: Minutes from the 2020 meeting were tabled for comments or edits. There were no edits. Motion to adopt the minutes by all attendees. Minutes adopted. Fatemeh reviewed and shared this year's sessions that were sponsored by HACCP PDG. 6 proposals were submitted, and 5 were approved and are on the schedule for the October meeting (two roundtables and three symposia). Fatemeh introduced Dr. Bala Kottapalli as the incoming Vice-Chair of PDG.

New Business: The outgoing chair (Dr. Deann Akins-Lewenthal) thanked the whole PDG and also welcomed incoming Chair (Fatemeh Ataei) and Vice-Chair (Dr. Bala Kottapalli). Fatemeh and Bala thanked Deann for her contributions and leadership to the PDG. Lone Jespersen (Cultivate Food Safety) and Carol Wallace (University of Central Lancashire), Title: *How proficient is your HACCP team and why does it matter?* PDG 2021 Sponsored Symposia was discussed. Deadline for 2022 submissions was discussed and proposal ideas.

Recommendations to the Executive Board

1. Recommend approval of Dr. Bala Kottapalli as the newly-appointed Vice Chair for the HACCP PDG

Next Meeting Date: July 31–August 3, 2022 Pittsburgh, Pennsylvania.

Meeting Adjourned: 12:00 p.m. Eastern Time. **Chairperson:** Fatemeh Ataei.