

## Webinar Committee

Members Present: Don Schaffner, Doug Marshall, Manpreet Singh, Manan Sharma, Bob Gravani, Jim Dickson, and Gary Acuff.

Wendy White and PC Vasavada could not attend due to conflicts.

Visitors: Phillip Perry, Elizabeth Adress, and Phyllis Butler Posy.

Board/Staff Present: Erin Johnson, Tim Jackson, and Tamara Ford.

Number of Attendees: 13.

Meeting Called to Order: 9:00 a.m., Sunday, July 8, 2018.

A motion was moved by Doug Marshall to approve the 2017 minutes and seconded by Bob Gravani.

Discussion on the issue of timing of webinars was brought up in the meeting with a challenge of offering webinars and support for webinars at a time that is convenient for international audiences and presenters. This is an important consideration moving forward as being an international organization, it is critical to consider other time zones around the world.

Several members of the Committee brought up the need for the Webinar Committee to follow up with people who have expressed an interest to organize webinars and have a follow up after the Annual Meeting frequently. This was also discussed with regards to the rejected symposium proposals and to follow up with organizers by Committee Members within their area of expertise.

There was a proposal to consider doing a podcast, i.e., "Food Safety Talk" as a webinar in which IAFP would be promoted and this could be an impetus for the followers, many of whom are Members of IAFP to consider organizing webinars.

Suggestions were made about having a monthly/quarterly update on outbreaks that can become a regular feature for IAFP. Other topics included in this discussion were about a series of food safety culture topics and asking AFRI-NIFA grantees to consider organizing webinars as part of their outreach efforts.

The WC discussed and would engage with the PDGs and ask for the speakers who are presenting during the PDG meetings to develop webinars for the larger IAFP membership.

There were discussions revolving around offering webinars in languages other than English and also the potential to develop a series of basic food microbiology webinars that could be used as training tools for new professionals.

The WC will work on creating expectations for webinar organizers and speakers, especially with regards to addressing all Q&A beyond the allotted webinar time.

Recommendations for the Executive Board:

1. The Webinar Committee recommends the Board reconsider restructuring the webinar fees based on a true cost analysis. Ideally, webinars would be a membership benefit and charges would only apply to non-members. The Committee believes this cost structure could also assist in expanding membership, as the cost to join IAFP would likely not be substantially more than paying for the webinar. Additionally, the Webinar Committee recommends that the Board provide more concrete feedback on the fee structure based on the discussions that took place regarding webinar fees.
2. The Webinar Committee recommends that this Special Committee be transitioned into a Standing Committee.

Next Meeting Date: July 21–24, 2019, Louisville, KY.

Meeting Adjourned: 10:45 a.m.

Chairperson: Manpreet Singh.