

# Recommendations to the Executive Board with Board Responses from Board Meeting Held August 7, 2014

## AFFILIATE COUNCIL

None.

## STANDING COMMITTEES

### Food Protection Trends Management Committee

1. Recommend to the Board to make all back issues of *FPT* and *DFES* available online so can be searchable as budget permits.  
**Board Response:** Articles that were readily available have already been posted. For older articles, staff will investigate cost and time needed to post.
2. Recommend to the Board that if repeated formatting issues arise in submissions, authors will be charged fees/penalty for extra time spent. The fees will be based on staff time.  
**Board Response:** The Board approved charging \$300 to authors whose papers require excessive formatting.
3. Recommend to the Board to develop a one-pager/ flyer that will be included in package material for international and Affiliate meetings on what type of articles, how to submit articles and the process for review of articles in *FPT*.  
**Board Response:** Staff will create a flyer to attract submissions to *FPT*.

### Journal of Food Protection Management Committee

1. The Committee recommends the "most-cited paper award" be named the "John N. Sofos Most-cited Paper Award."  
**Board Response:** Approved.
2. The Committee recommends that Vijay Juneja be approved as Vice Chair of the Committee.  
**Board Response:** Approved.
3. The Committee recommends the reappointment of Dr. Elliot T. Ryser as Scientific Editor for another four-year term.  
**Board Response:** Approved.
4. The Committee recommends initiating the search process for the replacement of Dr. John Sofos for the fourth Scientific Editor position, starting as soon as possible through the end of 2015.  
**Board Response:** Approved. Terms of all Editors will be studied to determine an appropriate structure.

5. The Committee recommends that future Scientific Editors serve terms of 4 years for a maximum of up to three consecutive terms for Scientific Editors.  
**Board Response:** Approved. This will require a change to the IAFP Bylaws and will need to be voted on at the IAFP 2015 Business Meeting.
6. The Committee recommends to the Board an award be established for the most downloaded publication.  
**Board Response:** Approved.

## Program Committee

None.

## SPECIAL COMMITTEES

### 3-A Committee on Sanitary Procedures

1. The group suggests including pet food in the IAFP scope, mission, or vision. This is based on small children possibly ingesting pet food, the storage of pet food in residential pantries with human food, and the fact that more people have pets than children.  
**Board Response:** The IAFP Constitution sets out "food" as the Association's focus. We welcome Members with a "pet food" focus, but do not see a need to change the scope, mission or vision at this time.
2. The group suggests forming a new PDG for pet food.  
**Board Response:** Members may form a PDG by requesting to the Board to hold an organizational meeting. Once it is shown that there is enough interest, the PDG can be approved.

### Committee on Control of Foodborne Illness

1. Recommendation: Because sales of the 6th edition of the Procedures to Investigate Foodborne Illness are low compared with previous editions (3000), and the electronic version has very few sales, the Board should dialog with Springer to lower the price of the electronic version since there are no associated publishing costs. In the past public health agencies would purchase large quantities for distribution to its employees. Higher costs of the manuals (\$24 for public health agencies and members and \$30 for nonmembers and industry) combined with lower operating budgets of agencies make this very difficult today. The main purpose of the manuals is to have wide global distribution to reduce foodborne and waterborne illness rather than make any profit (fits the vision of the Foundation). In addition, the Board in collaboration with Springer and CCFI should generate a more aggressive marketing campaign to alert

potential clients of the manual and its value. It is critical to have a revised policy in place soon in order to attract potential buyers to the waterborne manual due to be published in 2015.

**Board Response:** The current price structure for the “Procedures to Investigate Foodborne Illness” is economical for a book of this importance. IAFP will encourage the same, economical prices structure for the “Procedures to Investigate Waterborne Illness” when it becomes available.

2. Recommendation. The Board should have the *Procedures to Investigate Arthropod-borne and Rodent-borne Illness* manual and the HACCP manual put into electronic format for editing purposes.  
**Board Response:** Staff will provide an electronic version of the *Procedures to Investigate Arthropod-borne and Rodent-borne Illness* manual. Additional discussion needs to take place before making an electronic version of the HACCP manual as that book is not approved for revision currently.
3. Recommendation. The Board should consider the value of interactive eBooks/iBook format and work with appropriate PDGs to explore this option.  
**Board Response:** PDGs are encouraged to work in this arena.

#### Constitution and Bylaws Committee

1. Approve election of Jenny Scott as Vice-Chairperson.  
**Board Response:** Approved.
2. For future meetings, distribute committee agendas/minutes by uploading agendas to meeting app and IAFP annual meeting website and provide a link to the published minutes which are already on the IAFP website.  
**Board Response:** Staff will investigate this option and implement it for IAFP 2015, if feasible.

#### Foundation Committee

1. Consult with our financial advisor regarding the possibility of reducing our investment in the Foundation Account by approximately \$100,000 and moving the funds to the DSIP Investment.  
**Board Response:** Approved.
2. Expand the State and Local Health and State Agricultural Department Employee Travel Award to include all of North America (verses only the United States) and increase the number given to six (6).  
**Board Response:** Approved.

#### Membership Committee

1. Approve Lawrence Goodridge as Vice Chair of the Membership Committee.  
**Board Response:** Approved.
2. Currently “Membership by Region” is reported as Canada and Mexico; the US; and International. Consider tracking membership by North America

(Canada & US); Latin America (Mexico, Central & South America); Asia; & Europe to provide improved reporting on marketing efforts.

**Board Response:** Staff will look at options. Reporting can be done country by country but may not be able to be broken out by world region.

#### Nominating Committee

None.

#### Past Presidents’ Committee

1. Approve Don Schaffner as incoming Vice Chair.  
**Board Response:** Approved, Don’s term begins at IAFP 2015.
2. Investigate whether working with National Geographic on food related efforts is feasible for IAFP. What are their objectives? Tell them who we are, our objectives and determine if we can work together.  
**Board Response:** Staff will investigate.
3. Develop a plan to rapidly respond to Facebook and other social media activity. This may require a dedicated staff person, and at a minimum, assigned responsibility. Develop “ready” responses. For example: “IAFP is a professional scientific society and not an advocacy group.”  
**Board Response:** This is being closely monitored.

### PROFESSIONAL DEVELOPMENT GROUPS

#### Advanced Molecular Analytics

1. Over 95 IAFP members showed up for the organization PDG meeting. Discussion followed regarding interest of developing into a PDG. There was overwhelming support for developing the proposed PDG into a new PDG which would be titled “Advanced Molecular Analytics Professional Development Group.”  
**Board Response:** Approved.
2. David G. White (FDA) was elected as the first Chair of the AMA PDG. Vice Chair to be determined as soon as possible in consultation with IAFP on process.  
**Board Response:** Approved David White as Chair. IAFP staff will be in contact regarding establishing a Vice Chair.

#### Applied Laboratory Methods

1. Recommend the Board approve the new Advanced Molecular Analytics PDG.  
**Board Response:** Approved.

#### Beverages and Acid/Acidified Foods

None.

## Dairy Quality and Safety

1. Have Sanitary Design PDG and 3-A Committee meet at times that do not conflict with Dairy Quality and Safety PDG. Consider having Sanitation and Hygiene, 3-A Committee, Equipment and Facility Hygienic Design and Dairy Quality and Safety PDGs meeting in consecutive sessions.  
**Board Response:** Efforts will be made to accommodate these requests.

## Developing Food Safety Professionals

1. It's our recommendation for the Board to approve the appointment of Jessica Chen as Vice Chair of the Developing Food Safety Professionals PDG.  
**Board Response:** Approved.
2. It's our recommendation for the Board to approve the appointment of Katie Satchwell as Student Liaison of the Developing Food Safety Professionals PDG to facilitate collaboration and communication with the Student PDG.  
**Board Response:** PDGs may establish Student Liaisons for their PDG without Board action.

## Food Chemical Hazards and Food Allergy

1. PDG request the approval of Ji-Eun Lee as Vice-Chair.  
**Board Response:** Approved.
2. Approve on-line election of Vice Chair for 2017 term.  
**Board Response:** PDGs may use Survey Monkey or a return E-mail for on-line balloting.
3. Explore entering MOU with FDA to engage with Society of Toxicologists (SOT).  
**Board Response:** Additional information and clarification is needed on this topic.
4. Recommend to the Program Committee to schedule the toxicology programs early in the IAFP 2015 Program (Sunday and Monday for 2015) to permit attendance by the SOT attendees.  
**Board Response:** The Program Committee will be encouraged to schedule toxicology sessions on concurrent days.
5. IAFP consider a Society for Risk Analysis (SRA) Pre- Presentation followed up with a poster session type format to enable more sessions in same allotted time.  
**Board Response:** Additional information is needed for the Program Committee to consider this format.

## Food Defense

1. Reserve a session slot for a food defense late-breaking session or special session to cover an intentional contamination event that occurs between the proposal due date in October and the meeting next summer.  
**Board Response:** The Program Committee holds one (or more) session slot(s) for topics of interest that

develop outside of the normal, symposium submission timeline.

## Food Hygiene and Sanitation

1. Develop a new PDG for Food Safety Inspectors and Auditors.  
**Board Response:** Members may form a PDG by requesting to the Board to hold an organizational meeting. Once it is shown that there is enough interest, the PDG can be approved.

## Food Law

1. Approve Christie Gray as Vice Chair of the Food Law PDG starting at the 2014 IAFP meeting.  
**Board Response:** Approved.
2. Approve Tim Jenkins as Vice Chair of the Food Law PDG starting at the 2015 IAFP meeting.  
**Board Response:** Approved.
3. Recommend Lester Brown as a speaker for the Ivan Parkin Lecture for next year. He is the author of *Full Planet, Empty Plates: The New Geopolitics of Food Scarcity*, which was released in September 2012.  
**Board Response:** This recommendation will be forwarded to the selection committee.

## Food Packaging

1. PDG Member Tony Flood, who was unable to attend the meeting, provided Linda Leake with a suggestion for a symposium: "Packaging Alternatives for the 21st Century: Food Packaging 2.0 from BPA to What?" This symposium would cover where we are today, micro challenges, consumer input, novel technologies for food packaging like nanotechnology, and for banned substances what do we use as replacements in packaging.  
**Board Response:** Symposium suggestions are considered by the Program Committee.
2. Barb Blakistone was not able to attend the PDG meeting because she had to chair the Seafood PDG meeting at the same time as Packaging. After the PDG meetings she informed Linda Leake that she would be willing to work on the proposed Packaging 101 workshop as a team member.  
**Board Response:** Symposium suggestions are considered by the Program Committee.

## Food Safety Education

1. Recommends that each PDG be allowed ONE symposium or round table idea that they choose to be in the program since they have worked hard to put this idea together and have a community interested in the topic. The Program Committee will receive the one idea chosen from each of the PDGs and then build the rest of the program around these ideas from all other ideas submitted by Association members.  
**Board Response:** The Board will encourage the Program Committee to consider this request.

### Fruit and Vegetable Safety and Quality

1. Recommend to the Board that Sherri McGarry serve as the Vice-Chair for this PDG.  
**Board Response:** Approved.
2. Recommend to the Board that the arrangement of the furniture in the PDG meeting space be more conducive to discussions with large numbers of people. Typically we have had a large circle of chairs with a second set of chairs around the perimeter. This previous set-up is advantageous compared to the lecture-style format of today's meeting.  
**Board Response:** Because rooms are used for more than one Committee or PDG meeting, it is not feasible to make changes to room sets during the day. Some Members did not like the chairs around the perimeter of the room (did not feel a part of the conversation) so classroom set ups were used for large Committee and PDG meetings.

### HACCP Utilization and Food Safety Systems

None.

### International Food Protection Issues

1. Approve Bobby Krishna as the new Vice Chair, with the term of Chair to begin in 2015.  
**Board Response:** Approved.
2. Investigate the potential for partnership with the World Bank on the Global Food Safety Partnership.  
**Board Response:** IAFP is already participating with the World Bank on the Global Food Safety Partnership.
3. Consider inviting a speaker to give the Ivan Parkin lecture on the topic of the 20th anniversary of the World Trade Organization.  
**Board Response:** This recommendation will be forwarded to the selection committee.

### Low Water Activity Foods

1. Appoint Edith Wilkin to be Vice Chairperson.  
**Board Response:** Approved.
2. Appoint Ian Hildebrandt and Pardeepinder Brar as student liaisons.  
**Board Response:** PDGs may establish Student Liaisons for their PDG without Board action.
3. Try not to schedule Low Water Activity Foods PDG at the same time as Food Hygiene and Sanitation PDG. Many members of these PDGs overlap, as well as themes of discussion, and this would allow more robust attendance at each PDG meeting.  
**Board Response:** Efforts will be made to accommodate these requests.

### Meat and Poultry Safety and Quality

1. Recommend that the Board approve the nomination of Betsy Booren as Meat and Poultry Safety and Quality PDG Vice Chair to begin at IAFP 2015.  
**Board Response:** Approved.

2. Recommend that the Board consider shortening of PDG times to 2 hour slots and staggering the PDGs so that members can attend multiple PDG sessions. With the new PDG chair/vice chair meeting to collaborate on topics the group felt this should enhance and shorten discussions within the PDG allowing the time to be shorter and therefore facilitating participation at multiple PDGs.  
**Board Response:** PDGs may request the amount of time for their meeting that they feel best serves their PDG Members. They also set their own agenda and may choose to have presentations, reports and discussions.

### Microbial Modelling and Risk Analysis

1. Recommend to the Board that Marcel Zwietering be the Vice Chair.  
**Board Response:** Approved.
2. Recommend to the Board that the MMRA PDG mission statement be revised as follows: *To facilitate communication on the topics of predictive modelling (PM) and microbial risk analysis (MRA), encourage research and data reporting methods to support PM and MRA, and promote their applications and use.*  
**Board Response:** Approved.

### Pre Harvest Food Safety

1. The Pre Harvest PDG committee recommends Dr. Bassam A. Annous as the new Vice Chair for 2014-2016.  
**Board Response:** Approved.
2. As a solution to getting equal representation by all PDGs on symposia, it was suggested that at least one symposium by each PDG be selected for presentation. Selections are to be made after ranking all presented topics per PDG, and the most popular topic will be picked for presentation. Dr. Paula Cray suggested that the solution proposed may pose to be a difficult model.  
**Board Response:** The Board will encourage the Program Committee to consider this request.

### Retail and Foodservice

1. Consider the formation of a separate PDG on Audit and Inspections with a farm to store emphasis.  
**Board Response:** Members may form a PDG by requesting to the Board to hold an organizational meeting. Once it is shown that there is enough interest, the PDG can be approved.
2. Develop a Mentoring program for student members of IAFP. The goal would be to connect them with IAFP business professionals that are willing to mentor them. See details in Minutes.  
**Board Response:** The Board likes this idea but cautions about the amount of staff time needed to coordinate such a program. It is currently being carried out for the Student Travel Scholarship recipients (16 people this past year) and is very time intensive.

### Sanitary Equipment and Facility Design

1. Because of considerable overlap in membership, please do not schedule the meeting of the Sanitary Equipment and Facility Design PDG at the same time as the Dairy Quality and Safety PDG, or the Food Hygiene and Sanitation PDG at the 2015 IAFFP Conference.  
**Board Response:** Efforts will be made to accommodate these requests.

### Seafood Safety and Quality

None.

### Student

None.

### Viral and Parasitic Foodborne Disease

None.

### Water Safety and Quality

1. International positions on public policy, food safety, and regulations.  
**Board Response:** IAFFP does not take positions on regulations or policy. We are an information sharing organization, not a trade association (trade associations typically lobby for certain policy or regulatory change).
2. Posting a link to the ISO standards on the IAFFP website.  
**Board Response:** This will be added as a link.

## TASK FORCES

### New Media Task Force

1. The New Media Task Force Recommends that the Board adopts a specific set of tasks that make up the social media/online presence strategy. See details in Minutes.  
**Board Response:** The Board asks that the Task Force, working with staff, develop a report and plan of action for review by the Board at their December Board meeting.
2. Recommend to the Board to continue the work of the task force through IAFFP 2015.  
**Board Response:** Approved.

### Webinar Task Force

1. Logistics need to be worked out for webinars. Recommend to the Board that a survey of membership, exhibitors, affiliate members and others be conducted to determine need and niche for IAFFP webinars.  
**Board Response:** The Board asks that the Task Force, working with staff, develop a survey showing possible topics so that participants can choose those of interest.
2. Survey will indicate whether this effort should be a "member service" or a revenue stream, but the Task Force members strongly recommend to the Board that high quality webinars should be offered as a member service.  
**Board Response:** Agreed.
3. Not really a webinar, but the Task Force also recommends the Board consider offering short podcasts (interviews with authors of most downloaded or most viewed *JFP* articles; more of a chat with the author about the applicability and usefulness of results rather than a podcasted seminar).  
**Board Response:** The Board will refer this thought to the New Media Task Force.
4. We need to make sure our webinars are not "just one more webinar advertisement in our email inbox." These need to be high quality and well planned. These could be huge branding opportunities and the Task Force recommends we take advantage of this aspect.  
**Board Response:** Agreed.
5. Once a survey has been conducted, if the Board wants to proceed with planning of webinars, all of the Task Force members are willing to serve on a committee to help administer.  
**Board Response:** Thank you.