

RECOMMENDATIONS TO THE EXECUTIVE BOARD WITH RESPONSES FROM BOARD MEETING

COUNCILS

Affiliate Council

1. The Affiliate Council recommends that the changes to the Affiliate Council Operational Guidelines be approved.
Board response: The Board reviewed and accepted the changes as proposed.
2. The Affiliate Council recommends that Fabiana Guglielmono be appointed as the next Affiliate Council Secretary.
Board response: Agreed.

Diversity, Equity and Inclusion (DEI) Council

1. Keep the DEI Council meeting on Sunday at 3:15 p.m. – 5:15 p.m.
Board response: Agreed.
2. Prefer no in-person meetings for Council/PDG/Committee Leadership on Saturday. Online meeting ahead of the IAFP Annual Meeting is preferred.
Board response: There can be a meeting scheduled in advance of the Annual Meeting, but the Saturday, in-person meeting is beneficial to those who participate.

STANDING COMMITTEES

Food Protection Trends Management Committee

1. Because of ethics review and clearance, federal employees may not be able to serve their entire 3 years on the committee. Therefore, it is recommended that the term begins when the ethics review is clear. Potentially move up committee invitations to the beginning of the year rather than the current invitation which is in October.
Board response: Committee terms begin at the committee meeting taking place at the Annual Meeting. Invitations to join committees have typically been issued in March. We will adjust the schedule in an attempt to issue invitations earlier.
2. Recommendation to adopt the same formatting as *JFP* once the switch to Elsevier begins so the same style guide can be used for both journals.
Board response: Agreed.
3. Make a call for Case Studies where we could open up or reach out to specific people based on things that have happened recently in the food industry.
Board response: This is an interesting idea. Please explore this further and provide additional information and details.

4. Call for papers: approach and refine later but reach out to commodity boards/trades, symposium, industry, affiliates, and government partners and see how we can get authors from those organizations.
Board response: Agreed. The Board is supportive of new ways to find authors for articles.
5. Make a recommendation to include a blank where authors or editorial board members can suggest reviewers. Create an invitation email if the person is not on the editorial board.
Board response: This will be explored and added to the submission system, if possible.

Journal of Food Protection Management Committee

1. To reappoint Dr. Lauren S. Jackson as Scientific Editor to *JFP* for another 4-year term.
Board response: Agreed.
2. To appoint Dr. Ian Young as Vice Chair of the *JFP* Management Committee.
Board response: Agreed.
3. To express the interest and eagerness of the *JFP* Management Committee to work more closely with the IAFP Foundation to explore ways to provide means of affording article publishing charges for those who may be in situations or institutions where they cannot afford it.
Board response: Agreed. Additional research and investigation needs to take place. We suggest committee members work with the Foundation Committee to develop a proposal.

Program Committee

1. The Program Committee Recommends that the Wednesday poster session presentations end at 1:45 p.m. The presentation times for authors would be 10:00 a.m.–11:00 a.m. and 11:00 a.m.–12:00 p.m. and then all Wednesday poster presenters would be present from 12:00 p.m.–1:00 p.m.
Board response: The Board agrees to adjust the presentation times for posters presented on Wednesday but believes the posters should continue to be displayed until 3:00 p.m.

SPECIAL COMMITTEES

3-A Committee on Sanitary Procedures Committee

1. Recognize that the 3-A Committee on Sanitary Procedures is a standing committee that is outlined in the bylaws and not a PDG.
Board response: Standing committees provide operational or functional support to IAFP while Special committees provide support services to IAFP. The 3-A Committee on Sanitary Procedures fits in the definition of Special committees.

Committee on Control of Foodborne Illness

1. Recommend Ewen Todd continue for one more year as Chair of CCFI. Vice Chair Michael Batz will be Chair next year.
Board response: Agreed.
2. Recommend to the Board that the Conference for Food Protection has access to its Procedures manuals, including any proposed updates to the manuals. It is also recommended that IAFP off-sets some of the costs for these manuals to the Program Standards Committee to help keep state and local regulators active in this field. IAFP should explore ways to get more manuals to government entities at state and local regulators and public health partners.
Board response: Please provide additional details on how this can be achieved.
3. Based on awareness of awardees over the last six years, CCFI raised concerns about how the Ewen C.D. Todd Control of Foodborne Illness Award nominees are selected, and whether the published criteria were followed. The purpose behind the award was to recognize those with a lifetime history of epidemiology in the investigation and control of foodborne illness and active in IAFP Committees including the CCFI.
Board response: Please review the award criteria and inform the Board of any necessary revisions to be considered. The Board recommends the CCFI Members submit nominations of individuals meeting the prescribed criteria.

Constitution and Bylaws Committee

1. The committee recommends that the Executive Board discuss the status of Honorary Life Members versus Retired Members and their ability to hold Executive Board office, and if they see fit direct the Constitution and Bylaws Committee appropriately.
Board response: The Board discussed the differing treatment of Honorary Life Members and Retired Members and felt the Bylaws were appropriately written.

Foundation Committee

1. Recommend inviting Laura Strawn, Virginia Tech, as a member of the Foundation Committee (2023–2026).
Board response: Committee appointments are made between February and April each year and Laura will be considered at the next open opportunity.
2. Recommend approving the Foundation's Dependent Care Grant to start in 2023.
Board response: The Board will review the proposal at its October 17 Board meeting.
3. Recommend approving the establishment of European Food Safety Award(s) to start in 2023.
Board response: Award name, criteria and a sponsor must be submitted for Board approval prior to establishment of such award.
4. Recommend approving the Professional Development Grant, to be established at a future date.

Board response: A description of and purpose of a "professional development grant" must be submitted for Board approval prior to establishing such a grant.

5. Recommend approving the International Student Research Exchange Program, to be established at a future date.
Board response: A description of and purpose of an "international student research exchange program" must be submitted for Board approval prior to establishing such a program.
6. Recommend approving the *JFP* Article Processing Charge (APC) grant, to be established at a future date.
Board response: A description of and purpose of a "*JFP* article processing charge (APC)" must be submitted for Board approval prior to establishing such a grant.

Membership Committee

None.

Nominating Committee

None.

Past Presidents' Committee

1. This committee is enthusiastic about the work of the DEI council and recommends that the board strive for transparent gathering and use of information provided in a timely manner by the DEI Council to the Executive Board.
Board response: Agreed.

Webinar Committee

1. Consider term limits on Webinar Committee membership.
Board response: Per the IAFP Bylaws, terms on the Webinar Committee are for 2 years and are renewable. If there are inactive members on the committee, they can be asked to "resign" from the committee by the Chairperson.
2. Suggest 3-year terms, with opportunity for reappointment for an additional term if active and interested.
Board response: The Board prefers to follow the Bylaws and keep with the prescribed, 2-year renewable terms.

PROFESSIONAL DEVELOPMENT GROUPS

Advanced Molecular Analytics PDG

1. AMA PDG recommends the approval of newly elected Joelle Salazar as the AMA PDG Vice Chair.
Board response: Agreed.
2. Consider developing a central theme (e.g., a special message/series of topics) for each IAFP Annual Meeting that would communicate the current goals/aspirations of the Association.
Board response: Since the IAFP Annual Meeting content is member driven, it would be difficult to establish a theme. It is better to leave this open rather than limit the meeting focus.

2. Recommend scheduling future year's PDG meetings for the APFS PDG and the Low Water Activity Foods PDG to NOT occur concurrently.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.

3. Recommend making it smoother for members to join this PDG. Many were confused on how to do that. Would those with badges scanned at the meeting join the PDG automatically? There is no "join" button from the *IAFP Connect* community link. The website for this PDG does not provide info on how to join as for other PDGs which is to "Edit profile."

Board response: IAFP staff will send a message to people who attended PDG meetings who are not members of the specific PDG to encourage them to join the PDG. Interested parties can always contact the IAFP office for assistance.

4. Recommend reaching out and fully engaging Canadian colleagues for the IAFP 2023 meeting in Toronto.
Board response: Agreed.

Applied Laboratory Methods PDG

1. Request to shift the IAFP Annual Meeting one day later (start PDG meetings on Monday).
Board response: Contracts are already in place through 2026. The meeting schedule is set to limit the number of days away from your job responsibilities.

2. Consider options to change meeting format to allow more sessions. (This was out of frustrations that only about 50% of recommended sessions are accepted.)
Board response: Many submissions are similar (duplicate or overlap) but there are many that can fit nicely into webinar presentations. Please consider presenting those not accepted as a webinar.

3. Sign antitrust as you collect your registration and badge. Or sign antitrust when you are scanned entering a PDG meeting.
Board response: IAFP staff will work to incorporate this into the meeting registration process.

4. Make the IAFP Meeting App available for connection online (for easier reading and calendar planning).
Board response: Unfortunately, the "online program" does not transfer information such as "selected sessions" to the Meeting App. IAFP staff will work to incorporate a message in the online program to alert users of this situation.

Beverages and Acid/Acidified Foods PDG

1. Review the mission statement for Beverages and Acid/Acidified Foods PDG to define the scope of products included in this PDG.
Board response: The PDG may submit changes to your mission statement for the Board's review and approval.

Dairy Quality and Safety PDG

1. Sarah Murphy recognized as the incoming Vice Chair.
Board response: Agreed.

Data Management and Analytics PDG

1. Would it be possible to ensure that the time for this PDG meeting does not overlap the time of several related PDGs, such as the Advanced Molecular Analytics, Food Safety Assessment and Audit, Microbial Modelling and Risk Analysis.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.
2. Would it be possible for PDG Chairs to meet several times throughout the year (e.g., quarterly)?
Board response: Agreed. PDG Chairs should meet 2 or 3 times per year in addition to meeting at the Annual Meeting.

Developing Food Safety Professionals PDG

1. Appointment of Jill Stuber as Vice Chair of the Developing Food Safety Professionals PDG.
Board response: Agreed.

Food Chemical Hazards and Food Allergy PDG

None.

Food Defense PDG

1. Neal Fredrickson and Kristin Schill have been recognized and declared as Chair and Vice Chair of the Food Defense PDG.
Board response: Agreed.

Food Fraud PDG

None.

Food Hygiene and Sanitation PDG

1. Recommend a later time for our annual PDG meeting.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.
2. Consider subsidizing the cost for attending a workshop to increase attendance. The current costs are prohibitive for some members.
Board response: Registration fees for workshops are priced competitively when compared to other similar workshops. There may be an IAFP Foundation program to provide a reduced registration fee to those members in need of such support.

Food Law PDG

None.

Food Packaging PDG

1. Recommend appointment of Tony Jin as the new Chairperson of the Food Packaging PDG beginning at the 2022 meeting for a two-year term.
Board response: Agreed.
2. Recommend the appointment of Tania Martinez as the new Vice Chairperson of the Food Packaging PDG for a two-year term beginning at the 2022 meeting, and to then serve as Chairperson as a two-year term immediately following.
Board response: Agreed.

Food Safety Assessment, Audit and Inspection PDG

None.

Food Safety Culture PDG

1. We respectfully submit a recommendation to the Board to schedule our Food Safety Culture PDG meeting so it does not overlap with Food Safety Education and Developing Food Safety Professionals. We had considerable feedback on the meeting schedule challenges and experienced a large portion of our members exiting our meeting so they could join a portion of the other meetings.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.
2. Additionally, we had several PDG members that joined us but were not scanned during the transition from the prior PDG. This potentially makes it difficult to share our meeting outcomes with the interested members. Perhaps we can have a scanning attendance system (phone app) executed by the student liaison?
Board response: For IAFP 2023, student members will scan badges for attendance records. In 2022, temporary help was hired, but only 60% showed up to work!

Food Safety Education PDG

None.

Fruit and Vegetable Safety and Quality PDG

1. Recommend Enrique Garcia of Hazel Technologies, Inc. be approved as incoming Vice Chair for the Fruit & Vegetable Safety & Quality PDG.
Board response: Agreed.
2. Consider organizing a local tour (with registration cap) to showcase a food facility, farm, or business that provides food safety services in each host city during the Annual Meeting.
Board response: If a company wanted to offer and support this activity, it could be accommodated on Saturday prior to the Annual Meeting or on Thursday after completion of the Annual Meeting.

3. Provide more development opportunities for Chairs and Vice Chairs to engage with PDGs, share what has worked/what hasn't worked, and examples of PDG activities and output that IAFP feels aligns with its mission and purpose of the PDGs. Limited information has been provided to new Chairs/Vice Chairs, and the Saturday pre-meeting does not provide much actionable information to prepare for leadership within these roles.
Board response: It is planned to hold two or three virtual meetings with the Chairs and Vice Chairs in the coming year. Additional planning will go into the Saturday meeting.

HACCP Utilization and Food Safety Systems PDG

1. Request recording of PDG meeting.
Board response: It is suggested to self-record your meeting. If desired, you could post it within *IAFP Connect* for your Members to listen to.
2. Scheduling HACCP PDG meeting such that it doesn't conflict with other PDGs (ex: Sanitation, Auditing) that also have common audience members or that deal with similar topics of concern.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.

International Food Protection Issues PDG

1. Caroline Smith DeWaal proposed if there is an activity of IAFP at World Food Safety Day (June 7)? And if not, it is advised to develop a strategy to also have communication/promotion of IAFP and of food safety at this day, since it is perfectly matching with our mission.
Board response: IAFP had recognized World Food Safety Day in past years through social media and mention in the *IAFP Report*. Efforts will be made to promote this event earlier and more widely.

Low Water Activity Foods PDG

1. Recommends Brad Marks for approval as Chair and Laure Pujol as Vice Chair for upcoming terms.
Board response: Agreed.
2. It is recommended that the IAFP Meeting App be synchronized with the web-based/online meeting program, so that individual meeting plans can be made in advance and then synchronized into the app.
Board response: Unfortunately, the "online program" does not transfer information such as "selected sessions" to the Meeting App. IAFP staff will work to incorporate a message in the online program to alert users of this situation.
3. Request: that the Low Water Activity Foods PDG and Animal and Pet Food Safety PDG meetings at the 2023 Annual Meeting be scheduled to not conflict, as there is very common overlap in members from Animal and Pet Food Safety into Low Water Activity Foods.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.

Meat and Poultry Safety and Quality PDG

1. The PDG membership recommends the PDG leadership initiates a position description and seeks nominees for a PDG Secretary.
Board response: PDGs may establish a secretary position, if desired.

Microbial Modelling and Risk Analysis PDG

None.

Plant-Based Alternative Products Quality and Food Safety PDG

None.

Pre Harvest Food Safety PDG

None.

Retail and Foodservice PDG

1. Recommend Briana Lorenzo as Vice Chair.
Board response: Agreed.

Sanitary Equipment and Facility Design PDG

1. Attendees are having difficulty participating in desired PDGs because of the recent additions to the number of PDGs. This PDG recommends the board review means to alleviate these scheduling difficulties through either consolidation of some PDGs or recording live PDGs at the Annual Meeting for membership review.
Board response: PDGs may suggest merging or combining of PDGs to reduce the overall number of PDGs. You may also “self-record” your PDG meeting and post it to *IAFP Connect* for Members’ access.
2. There was a recommendation to establish a secretary position for the Sanitary Equipment and Facility Design PDG and begin the process of collecting nominees. This group would vote on the candidates at a future PDG meeting.
Board response: PDGs may establish a secretary position, if desired.

Seafood Safety and Quality PDG

1. Recommend the Board schedule PDG meetings so that PDGs likely to be of interest to the same attendees are at different times. For example, there is much overlap in interest between the Virus & Parasite PDG and both the Seafood Safety & Quality and Produce Safety PDGs.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.
2. Recommend the Board encourage the Program Committee to avoid scheduling symposia/sessions for specific topics (e.g., seafood) at the same time as when the poster presenters for the same topic are required to be available.
Board response: This will be shared with the Program Committee for their consideration when scheduling sessions for IAFP 2023.

Student PDG

1. Recommend Ellen Mendez Sosa as Vice Chair for the year 2022–2023 board.
Board response: Agreed.
2. Student booth at the exhibit hall for next year as well.
Board response: Agreed.
3. Bigger room for Student PDG for next year.
Board response: Rooms are assigned based on prior year’s attendance in comparison to other meetings being scheduled at the same time.
4. Joshua, post doc at Michigan State, recommends that the scholarship awardee announcement be announced earlier enough for international students to get enough time for visa application.
Board response: Embassy appointments for Visa applications for IAFP 2022 were very delayed due to a backlog of applications. The backlog should clear assuming the Embassies are back to normal staffing levels.
5. Joshua also recommended – specify different African countries (who is from where) and not just mention as ‘African countries.’
Board response: This makes sense. If there is a specific instance, please inform the Board.

Viral and Parasitic Foodborne Disease PDG

None.

Water Safety and Quality PDG

1. It was suggested that, In the spirit of working toward a truly diverse, equitable, and inclusive meeting, the IAFP Board agrees to proceed with the creation of a program to support dependent travel/care for presenters for which their caregiving is a barrier to their participation.
Board response: The IAFP Foundation is addressing this need.
2. The membership of the WSQ PDG has significant overlap with that of the International Food Protection Issues PDG, the Fruit and Vegetable Safety & Quality PDG, and others. To the extent possible, it is recommended to minimize the overlap in the timing of the named PDGs to allow members to participate in these.
Board response: This will be taken into consideration when scheduling PDG meetings at IAFP 2023.