Conference Call

Wednesday, May 3, 2017 1:30 p.m.

1. Attendance: The following persons were present: Julia Balsley, Dawn Adams, Christy Kunes, Erin Miller, Chuti Nakronsri, Kristen Pybus and Kendra Washington
2. Call to Order: 1:33 p.m.
3. New Business:
4. Spring Educational Conference Recap: Nick okay to post presentation slides
5. Attendance #’s: 45 including speakers; 50 RSVP’d including speakers, seven no shows, two surprises
6. Survey Response: overall happy; would like copies of the presentation slides, would like a conference in Fairfax County and topics for future conferences include: Farmers Markets, jerky, special processes
7. Fall Educational Conference-MD: Kristen will work on getting Kendra the MD Representative flash-drive
8. Location: Kendra will reach out to Robert Sudler with FDA, contact information to be provided by Julia, to reserve the Auditorium in the FDA College Park Campus building for the conference location for October 19 or 26th.
9. Speakers/presentation ideas: Kendra will work on getting some possible Maryland speakers; Kristen wants the agenda solidified by July
	1. Peri Pearson with VDA is available on October 19th to talk about Hepatitis A
	2. Dumpster diver and the compliance actions-VDACS speaker
	3. Aseptic Sampling-Laura contact
	4. Vicki to reach out Trickling Springs Creamery, Michael Kramer (USPHS)-Cruise Ship Inspections and National Park Food Safety Service and someone to present on Seafood HACCP
	5. Tattoo inspections -Chuti/Nick
10. Winter Educational conference-VA (Jan 2018):
11. Location: Erin reached out to Bob Custard to find out information regarding the Northern Virginia Food Safety Alliance about a host location, Fairfax County HD S. Rowland Conference Room (2 rooms holds 40 people in each up to 80 people when divider is open), Lyceum, Conference Center in Tyson’s Corner
12. Speakers/presentation ideas:
	1. Process Authority: Joell Eifert with VT extension
	2. VA ABC
	3. Lost Rhino: Brew master Jasper
	4. Ice Machine: Maria Gamble (ready for fall or winter conference)
	5. Vicki to reach out to someone about hood cleaning
13. VP of Professional Advancement:
14. Credentialing survey: interest for next spring; Christy would like to bring back opportunities for one to two members to receive free testing for the CP-FS or REHS exam if they pass
15. CPO: 18 people; Erin stated that Alexandria was not charged yet so Christy will send Vicki an email
16. Special Process Class/Conference: Christy will contact Kenya Moon with FDA about the possibility
17. VP of Membership:
18. Brewery Tour: Laura is working on one for the end of May or beginning of June
19. Social Committee: Laura will be asking members of the social committee to help plan more events like a possible summer food festival
20. Manufacturing plant: Laura would like to plan a conference at a manufacturing plant some time, have a tour, do some presentations, etc.
21. Annual Dinner: Thoughts about an Annual picnic, evening or weekend afternoon, games, beverages (if allowed)
22. Awards: we received two applications for Wordsworth Scholarship, no applications for Merit awards, need to extend the deadline to June 1st. We the board need to start thinking of nominating a team and individual
23. Duties: right now there is an overlap between VP membership and Secretary in regards to the membership lists. Emails about membership don’t go to Laura yet so Julia is updating the membership list
24. By-law Revision Committee (Kristen, Julia, Shannon, Dr. David Crum-VA, Eric-DC, Erin-MD): Kristen will email the committee this month; June 14-15 is bad for Erin
25. Director of Communications:
26. Website: Chuti is working on a membership page

a. Presentations: Chuti is working to get them onto the website

b. Social Media Updates: Chuti has been posting job announcements with a template; Kristen wants everything to have a template/branding that goes out with everything we sent out

i. Suggestions: Kristen would all like us to start using our NCAEHA email accounts so send a test email, set up your signature and see if it looks good, if it doesn’t then you don’t have to use

j. Minutes from previous meeting: approved

Next Board Meeting: First Wednesday of the Month at 9 a.m.

Adjournment: Kristen adjourned the call at 2:27 p.m.

Minutes submitted by Julia Balsley