Conference Call

Wednesday, July 5, 2017 9:00 a.m.

1. Attendance: The following persons were present: Julia Balsley, Vicki Griffith, Christy Kunes, Erin Miller, Chuti Nakronsri, Kristen Pybus, Laura Wildey
2. Call to Order: 9:01 a.m.
3. June Board Meeting Minutes: approved
4. Treasurer’s Report/Update: balance: $ 19,000, scholarship fund is strong, Vicki reached out to Bob Custard about NSF Sponsorship fee for a new table banner, National Restaurant Association, AllerTrain, Vicki will draft a letter for vendors to support our organization. Vicki will complete the Treasurer’s report and email out to the board as soon as possible. Board voted by the majority to increase membership dues from $15 to $20 and to announce to membership by November 1, 2017
5. New Business:
6. Fall Educational Conference-MD: Kendra Washington
7. Date & Location: October 19, 2017, FDA CFSAN Building, College Park, MD
	1. Speakers: Kendra has confirmed the following four speakers:
		1. Peri Pearson with VDH to talk about Hepatitis A
		2. Legal US-
		3. Tattoo inspections -Nick Gorshenin
		4. Seafood HACCP-Jeanine Flaherty

Aseptic Sampling-VDACS speaker (Kendra will confirm)

She will follow-up by email/phone to all the other speaker contacts (Michael Kramer with US Park Service, Mason Alls with The Joyce Agency about backflow prevention); ask for biography, presentation slides, permission to post slides on web-site after the conference

1. Winter Educational Conference-VA: Erin Miller
2. Location & Date: Kristen will look into the Fairfax Health Department Government Center; Erin will reserve the Lyceum as the back-up for Thursday January 19th or 26th 2018
3. Speakers/presentation ideas: send contacts and ideas to Erin Miller
	1. Process Authority: Joell Eifert
	2. STAMP: Shannon McKeon
	3. VA ABC-Laura
	4. Lost Rhino: Brewmaster Jasper
	5. Ice Machines: Maria Gamble
	6. Hood Cleaning-Vicki
4. VP of Membership: Laura Wildey
5. Membership renewal: to work on renewal notice flyer to include benefits with Chuti using one of her templates
6. Brewery Tour: about 15 people attended stated they enjoyed to the tour but hated the time and location (too far west, rush-hour traffic)
7. Social Committee: Laura would like to add more people to this committee; so she will work on an announcement with Chuti using one of her templates
8. Awards: Paul Billows will receive the NEHA merit award, Lana Buckles will receive the James Wordsworth scholarship and Denis Lucas will receive the Jerrold Michael Award. Kristen will order the Jerrold Michael plaque
9. Annual Dinner/Picnic: Vicki plans on stopping by JR’s today to talk to Wes. Kristen and Laura would also like to meet him. We need to get door prizes/trinkets
10. Promotions: would like to order 50-100 sunglasses with NCAEHA logo and UV protection
11. VP of Professional Advancement:
12. REHS/CP-FS: Christy is in the process will submit the application to NEHA to become a proctor for the exam. We will hold the exam in March 2018 at the Fairfax County Health Department Library. We will update the announcement flyer to RSVP interest by August 31st to Christy. We would like to offer money towards members passing the exam
13. President:
14. By-Law Committee: Eric, Julia, Kristen and Shannon met this past for June 30, 2007 and reviewed the bylaws. Kristen will be sending revisions to Erin for her input and then she will forward all the revisions to the rest of the board
15. Next In-Person Board Meeting: Kristen is planning to have one in September in either Fairfax or Arlington
16. Secretary: Julia received a new membership form from Raveen Spencer awaiting confirmation from Vicki to see if she paid the membership fee
17. Director of Communications:
18. Annual Report: Chuti needs Vicki report; she redesigned everything, each board member gets their own page

a. Presentations: Ask speakers for slides and/or posting their presentations on our 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

j. Minutes from previous meeting: approved

Next Board Meeting: August 2, 2017 at 9 a.m.

Adjournment: Kristen adjourned the call at 9:59 a.m.

Minutes submitted by Julia Balsley