



North Carolina Food Safety and Defense Task Force

Established 2003

NC Food Safety & Defense Task Force Executive Committee Minutes – Wednesday, December 9th, 2020 – 9:30 am Zoom Meeting

- Welcome & Introductions
- Hot Topics
 - Outbreaks and Investigations - no new updates
- Meeting Minutes
 - Last Executive Committee (October) minutes
 - No revisions were suggested. The October meeting minutes were approved upon Veronica Bryant's move to accept and second by Shane Smith.

- **Executive Committee Business**

Annual Report: Completed report was submitted prior to the December 20th deadline.

Member Spotlight: Membership/agency spotlight was introduced as an idea to encourage engagement among members and an opportunity for networking during these virtual times. Spotlight will occur at the beginning of each meeting for about 5-10 minutes with a member answering 3-5 questions and highlighting their organization's work/contributions to the Task Force. Chris Gunter suggested a 3-question series "Meet me in 3".

Membership List Update (via SurveyMonkey): 81 people responded; majority are government; 10% academia; 20 respondents represented industry. It was suggested to start using the list exclusively in February; final reminder to fill out the survey will be given at the January meeting. Survey answers included members' suggestions regarding speakers, specifically the inclusion of pain points of COVID-19 in the food industry.

- **2021 Conference Report**

2021 conference topic: The conference will be held over two, half-days (4 hours/day). Topics will address the same theme as the 2020 conference, which includes innovative foods (allergen-free peanuts, plant-based protein products, and alpha gal allergen). Veronica will reach out to Steve for 2020 speaker list and begin assessing their interest and availability.

Virtual platform/third party services: Accelevent was discussed as an option for a digital conference provider. For a free event, they charge \$500 per day plus \$3/attendee/day. Zoom was also discussed as a viable option. Nicole mentioned that the recent NC mosquito conference used Zoom which worked well, allowing for live speaker presentations, breakout sessions, and vendor capability. Anita mentioned that the NASDA conference is also using Zoom as their conference platform, which seems to be working well. They are using both live and pre-recorded content which is followed by a live Q&A. In this case, NASDA used Perform Media to splice the pre-recorded content and live platform. Anita has offered to email NASDA to get contact information for Perform Media and find out the name for the other third party platform provider for meetings. Chris mentioned another option of simultaneously broadcast using YouTube for presentations if capacity of Zoom is reached.

Wake County AHEC is another option for digital conference services which includes help with registration, CE credits, distribution of certificates, full time project coordinator, and technical moderator for Q&A. Eventbrite can also be used for registration, which is available through NCSU. Overall, it was agreed that we should use a third party to help with technical logistics of the conference, regardless of software used.

It was agreed that we should not charge participants given the amount of monetary support available. Anita mentioned we have a fair amount of funding that carries over to the next year. Also have giveaways including calendars, sticky notes, pens, bags, notepads – which include 2020 calendar. Anita proposed that we donate the notepads to schools through the farm to school program. She will contact Gary Gay, Director of Food Distribution.

Veronica will contact Steve regarding speakers' availability, interest, and preference for pre-recorded or live presentation; this may include round-table discussions, as well. Question posed to the group regarding pre-recorded and live. Benefit to pre-recorded sessions and then live interaction during the conference. Being able to juggle live virtual meeting can be a disadvantage;

Virtual vendors: Nicole has been approached by FDA; Veronica said Steve has handled this in the past. Karen mentioned that we have done continuing education credits for veterinarians in the past as well. AHEC may be able to take on Connie's responsibilities from the past. Reach to out to Steve and Connie to talk about additional help and input.

- Status of website payment
 - Needed web updates: Veronica and Anita are going to connect to coordinate payment logistics with the web company.
- Next Meetings Dates
 - Full Task Force Meeting – Wednesday January 13, 2021 (via Zoom)
 - Speaker will include Dana Hanson talking about the Impacts of COVID-19 on the Meat Industry.
 - Exec Committee meeting - Wednesday February 10, 2021 at 9:30 a.m. (via Zoom)
- Adjournment

<http://ncfoodsafetytaskforce.nc.gov/>