



North Carolina Food Safety and Defense Task Force

www.ncfoodsafetytaskforce.com

Established 2003

NC Food Safety & Defense Task Force Executive Committee Minutes Wednesday, February 10th, 2020 – 9:30 am Zoom Meeting

- Welcome & Introductions
 - Attendees: Nicole Lee, Amber LaRose, Chip Simmons, Natalie Seymour, Steve Tracey, Karen Beck, Shane Smith, Lynette Johnston
- Hot Topics: No update or reports shared regarding outbreaks and investigations
- Meeting Minutes
 - Last Executive Committee (December) minutes: approved by Johnston (motion) and Tracey (second).
- Executive Committee Business
 - Education Committee:
 - Presenter for March: Natalie Seymour is covering for Candice Christian. Natalie reached out to Ben Chapman and confirmed his availability to provide a presentation during the March meeting highlighting the recently-funded [Food CoVNET](#) project.
 - Natalie is also providing educational and outreach information within the funded project on the Task Force's website.
 - The committee also discussed potential topics for the future, including the Food Traceability Rule (July meeting?). Another suggestion included COVID-19 and its impact on the food retail industry; Steve Tracey mentioned that Chuck Martin may be willing to talk about this.
 - Steve reminded the group that they usually open up the floor for 30 minutes to member agencies to provide a summary of agency and responsibilities.
 - Next member spotlight: Shane will facilitate individuals to provide an introduction representing local government
 - Membership List Update: The updated membership list obtained from the 2020 survey is now being used for Task Force communication. Nicole has emailed calendar invites for full Task Force meetings (March – August) using the new membership list.
- Conference Report
 - Meeting with Wake County AHEC and have confirmed their involvement; payment is moving forward.
 - Conference schedule is as follows: (schedule is subject to change depending on the number of speakers)

- Day 1: May 11th 1-4pm with vendor engagement from 12-1pm
 - Day 2: May 12th 9-12pm with vendor engagement from 12-1pm
 - Vendors: Proposed vendor engagement time will allow for vendor presentation and participant engagement (see proposed times above)
 - Nicole shared the letter with group to send out to vendors with sponsorship at \$50; Steven mentioned that in the past, there were options of \$500 and \$250; After a conversation of whether to charge vendors, it was agreed by all that \$50 seemed appropriate given the virtual platform (no food costs) and the available grant funds.
 - Nicole mentioned that Connie's services will not be needed due to Wake AHEC serving as a facilitator.
- Status of website
 - Website is up to date and payment has been made. Shane will post the URL (www.ncfoodsafetytaskforce.com) to the Food Protection Branch's website page of related links.
- Next Meetings Dates
 - Full Task Force Meeting – Wednesday March 10, 2021 (via Zoom)
 - Ben Chapman has been confirmed as the speaker.
 - Exec Committee meeting - Wednesday April 14, 2021 at 9:30 a.m. (via Zoom)
- Adjournment
 - Chip motioned to adjourn; Shane provided second.