Nevada Food Safety Task Force

# Meeting Minutes

# 10/12/2020

## Opening

Meeting was called to order at 10:16 am on October 12, 2020 by Stefano Calgiuri.

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| --- | --- |
| Webex Meeting |  |
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## Present

Board members present: Stefano Caligiuri, Mark Buttner, Victoria Rich

Board members absent: Kristine Vasilevsky

Others present: Michael Touhey, Theresa Long, Theresa Hayes, Jon Aneson, Brendan Gibbs, Christine Sylvis

**Approval of Minutes**

The minutes from 3-16-2020 were approved.

**Discussion of Funds:**

* The money in the NFSTF account is a combination of scholarship funds and past monies accumulated from conferences.
	+ The scholarship fund is not a separate fund.
* NFSTF is not required to spend any monies in the account as it is not grant related.

**AFDO Grant:**

* Christine Sylvis applied for a 2021 extension.
* The grant is not Washoe County and Southern Nevada combined.
* The extension was done at no cost. It extends the use of 2020 funds to the end of 2021.
* In category four, up to $3,000 can be awarded. Each jurisdiction must apply for their own grant.
	+ NFSTF and NvEHA have not submitted for 2021 funds.
* Submission date for 2021 funds is 10/13/2020.

**2021 Conference Planning:**

* Jon Aneson and Stefano Calgiuri are working together to find room rates/venues.
* The is funded by a grant between Northern and Southern Nevada.
* Tom Garbahall, a chef, is discussing venue option with Stefano.
* The conference is planned for April 2021.
* Discussion of forming a conference planning committee.
* The conference dates are being planned for April 19th-21st or 26th – 28th.
* The SLS is still an option. Theresa applied to extend the contract for booking to 2021 for the conference and has not received an answer yet.

**Bylaws:**

* Finalized by 12/7/2020 (next meeting) and will be put to a vote.
* Elections previously done in January will be moved to April to coincide with the conference dates.
* One year terms will be changed to two year terms.
* In order to change bylaws:
	+ 30 day written notice must be submitted to NFSTF
	+ 2/3 vote on the written notice to approve the changes
		- Vote will take place on 12/7/2020
* We will be revising the 2018 version.
* Need to define “voting member”.
	+ Chairpersons are considered voting members per 2018 bylaws.
	+ Secretary and Treasurer are not.
		- Moving to make Secretary and Treasurer voting members in addition to all chairpersons.
	+ Distinction needs to be made between voting members at meetings vs. voting members at elections. Changes proposed:
		- Voting: All chairpersons and Secretary and Tresurer
			* Bylaws, motions, meetings
		- Elections: All members
* Advisors mentioned in 2018 bylaws
	+ Define who an advisor is and what they do.
	+ Is this position utilized? Does it need to be in the bylaws?

**Membership:**

* Proposal to renew yearly membership.
* Proposed application fee for members.
	+ $20 for members
	+ Free for students and culinary
	+ Military discounts an option
* Will need to update website payment link.

**Website:**

* Conference tab
	+ Missing 2018 and 2019 conference information
* Past minutes need to be updated
* Augment Google Search to find NFSTF website when searching “Nevada Food Safety” or other related search terms
* Partners of NFSTF
	+ Handwashing for Life interested
		- Promotes less hand washing per Christine Sylvis
	+ A vetting process must be developed to consider partners.
	+ Add more pages to website with approved partners
* Discussion of a Screening Committee for partners of NFSTF

**Outreach:**

* School outreach
	+ Discussed developing a program
* Certified Food Manager Course
	+ Discussed offering one through NFSTF

**New Items:**

* Mark Buttner brough up the idea of promotion of NFSTF to Public Health Students
	+ Graduate and undergraduate students
	+ Need to clarify website, bylaws, and membership fees first
* New initiatives brought up by Jon Aneson
* Alex Stokes, previously employed by the Wynn, interested in membership
	+ Needs to fill out application form online
	+ Wants to work with food inspectors
* Jon Aneson proposed working with Mark Buttner for prevention of opoid abuse.
* Jon Aneson proposed a program for Culinary school after school for students
	+ Needs guidance
	+ Mark offered to help
* Jon Aneson desires to be a chairperson

**Next Meeting:**

* 12/7/2020 at 10:00 am
	+ Voting on Bylaws changes
		- Voting members defined
		- Advisors defined or removed
	+ Discussion of fees for membership
	+ Discussion/appointment of Partnership Screening Committee
	+ Update on AFDO Grant extension
	+ Update on April 2021 conference venue and contract
	+ Website updates
		- Conference tabs
		- Past minutes
	+ School presentations for career day **– Tory**
* **Interim meeting needed**
	+ Proposed meeting for 11/3/2020 at 10:00 am
		- Anachronistic vote for Jon Aneson to be Industry Chair
		- Review of bylaws before final vote
			* Official 30 day written notice per 2018 bylaw revision process

**Adjournment**

Meeting was adjourned at ­11:10 am by Victoria Rich

Minutes submitted by: Victoria Rich

Approved on: