

# 2016-2017 AFDO COMMITTEE CHARGES

## Retail Food Committee

\***Chair:** Angela Montalbano, NY Department of Agriculture & Markets, Brooklyn, NY

**Chair:** Joseph Graham, Washington Department of Health, Olympia, WA

**Chair:** Kimberly Stryker, Alaska Department of Environmental Conservation, Anchorage, AK

**Chair:** Craig Nielsen, Georgia Department of Agriculture, Atlanta, GA

**Chair:** Elizabeth Nutt, Tulsa Health Department

**Co-Chair, Meat & Poultry:** Keith Payne, United States Department of Agriculture, Washington, DC

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**Charge 1:** Update AFDO's Retail Meat and Poultry Processing Guidelines. Seek input from FSIS.

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

Approval  Disapproval  Date \_\_\_\_\_

**Charge 2:** Maintain contact with CFP committees and identify opportunities for collaboration. Regularly request and maintain a listing of CFP committees and their members.

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

Approval  Disapproval  Date \_\_\_\_\_

**Charge 3:** Create an AFDO Guidance on Wild Harvested Mushrooms.

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

Approval  Disapproval  Date \_\_\_\_\_

**Charge 4:** Develop a webinar for retail program managers discussing the functions and responsibilities of the CFSAN retail food protection staff and ORA retail program specialists including how each area can provide support to state retail program managers.

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

*\*Responsible for submission of reports*

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Approval  Disapproval  Date \_\_\_\_\_

**Charge 5:** Solicit input from members of AFDO that are state and local retail program managers about areas of potential change to the VNRFRPS. Work to identify areas of consensus and begin developing issues for the 2018 CFP.

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

Approval  Disapproval  Date \_\_\_\_\_

**Charge 6:** Work with other organizations involved in retail foods to develop and disseminate of information to assist state and local retail food programs. Other organization such as Conference for Food Protection (CFP), National Association of County and City Health Officials (NACCHO), and National Environmental Health Association (NEHA).

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

Approval  Disapproval  Date \_\_\_\_\_

**Charge 7:** Construct a 2 hour committee session during the allotted committee time spot with a final agenda for submission no later than March 1, 2017.

**Discussion:**

**Recommendations:**

**Executive Committee Action:**

Approval  Disapproval  Date \_\_\_\_\_

*\*Responsible for submission of reports*