

2017-2018 AFDO COMMITTEE CHARGES

Retail Food Committee

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

Chair: Adam Inman, Kansas Department of Agriculture, Manhattan, KS

Chair: Elizabeth Nutt, Tulsa Health Department

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:

Approval Disapproval Date _____

**Responsible for submission of reports*

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Charge 5: Solicit input from members of AFDO that are state and local retail program managers about areas of potential change to the VNRFRPS.

Discussion:

Recommendations:

Executive Committee Action:

Approval Disapproval Date _____

Charge 6: Work to identify areas of consensus and begin developing issues for the 2018 CFP.

Discussion:

Recommendations:

Executive Committee Action:

Approval Disapproval Date _____

Charge 7: 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 8: Construct a 2 hour committee session during the allotted committee time spot with a final agenda for submission no later than March 1, 2018.

Discussion:

Recommendations:

Executive Committee Action:

Approval Disapproval Date _____

**Responsible for submission of reports*

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Charge 9: Develop guidance on mail order delivery.

Discussion:

Recommendations:

Executive Committee Action:

Approval Disapproval Date _____

Charge 10: Work with AFDO retail liaison to host a regulatory session prior to CFP.

Discussion:

Recommendations:

Executive Committee Action:

Approval Disapproval Date _____

**Responsible for submission of reports*