2019-2020 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, Tulsa, OK
Chair: Vacant

**Charge 1:** Maintain contact with CFP committees and identify opportunities for collaboration. Regularly request and maintain a listing of CFP committees and their members.

**Charge 2:** Work with other organizations involved in retail foods to develop and disseminate 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).

**Charge 3:** Construct a 2-hour committee session during the allotted committee time spot with a final agenda for submission no later than March 1, 2020.

**Charge 4:** Analyze the results from the retail sampling survey completed. Provide a summary to the Board.

**Charge 5:** Utilize state agencies for FSIS outreach material. State agencies may be able to include outreach material in their routine licensing communication with retail establishments both via mail and electronic.

**Charge 6:** Solicit potential CFP issues from retail committee members and retail program managers. Work together with those to help develop and prepare the issues for submission and identify potential challenges.

**Charge 7:** How pre-CFP small group working sessions on issues submitted to each council. Also assist in the coordination of an in-person session before the CFP conference for local and state regulators.

**Charge 8:** With FDA Regional Specialists, promote adoption of food manager certification in the Food Code.

*Responsible for submission of reports*