



**NEVADA FOOD SAFETY TASK FORCE
Board Meeting
Tuesday, September 14 at 4pm**

This meeting will be held ONLINE through WebEx at the meeting link below:

Meeting link:

<https://nfstf.my.webex.com/nfstf.my/j.php?MTID=m938dc868c6717458123e3a2dff66cd7b>

Meeting number:

2555 837 4321

Password:

p4uK5pGzPd3 (74855749 from phones and video systems)

Host key:

502208

Join by video system

Dial 25558374321@webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0001 US Toll

Access code: 2555 837 4321

Host PIN: 3803

AGENDA FOR MEETING

(Items may be taken out of order. *Denotes an action item)

1. Call to order and verify quorum
2. Approve minutes from 8.23.22 meeting*
3. NFSTF Website –
 - a. Brian Hoke – dropped out.
 - b. TRU Venture Marketing
www.Truvm.com, matt@truvm.com, brian@truvm.com
450 Sinclair Street, Reno, NV 89501 | (775) 203-6828
Finalist to be used by NVIE
4. NV Restaurant Association Interest and Partnering
 - a. Jon share – Scott, from NRA, may be willing and able to oversee finances/ act treasurer/ assist. This needs further discussion and parameters
5. Events and Ideas for NFSTF Promotion:
 - a. Events:
 - i. Networking Event
 1. Parameters: \$1,000-1,500. Evening with food and alcohol and guest speaker. Possibly tour a facility.
 2. Try to complete pre-conference, within 2022 if possible.
 - ii. Joint NV EHA Conference –

1. Assist with conference with minimal effort/ time unless more training for operators – too regulator focused
 2. Moving forward – put together a presentation for Teresa Hayes, State Program Manager – to request NFSTF again becomes the sub-grantee for the FDA grant rather than NV EHA
 3. Discuss dates with NV EHA for pre-national conference date. April/ May pre 8-11 national
 4. Trainings – speakers – need to be recruited. Must find speakers to make it more operator friendly.
- b. On Back Burner for Future
 - i. Offer to Volunteer or offer Free Services to (perhaps training class, hand-on training on safe food prep; prepare a meal): Charity organizations like Catholic Charities who do meal programs for those in need.
 - ii. Allergen Walk
 - c. Outreach:
 - i. Board Business Cards
 - ii. MGM support – more active members from MGM establishments (Stefano followup)
 - iii. Professor Brian Labus for support or promotion (Mark followup)
 - d. Educational Info
6. NFSTF Policies and Procedures (P+P): To be created to include: not discussed but on agenda
 - a. *Budget: Board created budget – September.*
 - i. *Treasurer Yearly Budget Report/ Financial Statement Summary- October meeting*
 - b. *Expenditures: Payments and Issuing Checks – Written Pre-Approval or Signed by Chair or 2 Board Members before issuance*
 - c. *Board members vote on website content before postings*
 - i. *Develop “vetting” process for vendors and educational info*
 - d. *Board (not just treasurer or secretary) (and/or Board’s Grant Writer) assist in grants.*
 - e. *Review of Website Content – Create Policy and Procedure for Board to vote on content; vendors.*
 7. Insurance:
 - a. Event Insurance
 - b. Board Insurance
 - c. [Shaun Suller, CPCU](#) Account Manager USI Insurance Services Direct: 725-208-0454 | Fax: 610-362-8216 Shaun.Suller@usi.com | www.usi.com
 8. Treasurer’s Report:
 - a. IRS standing
 - b. CPA update – bill
 - c. Conference proceeds.
 - d. Budget preparation for September.
 9. By-Laws under review:
 - a. *CPA’s recommendations – for adoption into by-laws – to be voted on next open meeting*
 - b. *Non-voting Board Members: Discussed: Treasurer is non-voting on financial matter Tabled.*
 - c. *Membership discussion: Only active members can vote? An active member is defined as: tabled.*
Structure
“The Nevada Food Safety Task Force shall consist of members representing academia, industry, manufacturing, and regulatory with an interest in food safety. Any member of the task force shall be considered a voting member. New members must complete an application and submit it to the Nevada Food Safety Task Force. Each member wishing to continue their membership must reapply every two years.
 - d. *10. Meetings: “Face-to-face” meeting once per year No discussion today. Reviewed in June meeting. Tabled*
Policy and Procedures:
 10. Public Comments.
 11. Next Meeting Scheduling
 12. Adjourn