

# NEVADA FOOD SAFETY TASK FORCE Board Meeting Tuesday, September 28 at 10:30am

### This meeting was held ONLINE through WebEx.

#### **MEETING MINUTES**

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

- 1. Call to order and verify quorum -PRESENT: Mark, Tory, Jon, Martin, Ellen
- 2. Approve minutes from 8.23.22 meeting\*: Not Approved For Next Meeting
- 3. NFSTF Website -
  - a. Tory's Update: We purchased the url (website name) thru Wix through December of next year 23. However, it got moved over to media temple with the previous contractor, Chris Willis we used and we no longer have access. Tory is working to regain access by working with Google to get permission to move the domain back over to us.
  - b. Brian Hoke dropped out.
  - c. TRU Venture Marketing : Matthew Starrett --- Tory, Mark, Martin, Ellen: good impression from meeting.

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- 4. NV Restaurant Association Interest and Partnering: No updates. Jon: They are short-staffed too.
- 5. Events and Ideas for NFSTF Promotion:
  - a. Events:
    - i. Networking Event: Still support
    - ii. Joint NV EHA Conference
      - 1. Need to reach out to NV EHA for planning
        - a. Jon A Date Pre National Conference May 8-11
        - 2. Begin thinking about speakers and topics we would like to see
        - 3. Begin efforts to transition to our own conference or take this one over more next year
      - 4.
  - b. On Back Burner for Future: Items not discussed.
    - 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. 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 garnered Labus' support. Just need to think about what that means- speaker at conference?
- d. Educational Info: Not discussed
- 6. NFSTF Policies and Procedures (P+P): Not completed. Ellen tasked with project.
- 7. Insurance: No discussion.

# a. Event Insurance

# b. Board Insurance

- 8. Treasurer's Report: Tory reported:
  - a. IRS standing: Form 1023 submitted for the reinstatement of our non-profit status
  - b. CPA update bill: \$1,360. Upcoming taxes post card 990 EZ due \$150 cost from same CPA. But is free to file.
    - i. Tory supports CPS filing for us. Mark agrees.
  - c. Conference proceeds. \$2,113.06.
  - d. Account Total" \$6,331.26
  - e. Budget preparation for September.
- 9. By-Laws under review:
  - a. The following to be included for a vote at the next open meeting. Review and send comments for future meetings.
  - b. Tory: Code of Conduct rules should be added as well. Stemmed from recommendation and concerns at previous meeting shared by Kathern Olson.
    - i. Mark seconds this should be included.
  - c. *CPA's recommendations for adoption into by-laws to be voted on next open meeting*
  - d. Non-voting Board Members: Discussed: Treasurer is non-voting on financial matter Tabled.
  - e. *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.

- f. 10. Meetings: "Face-to-face" meeting once per year No discussion today. Reviewed in June meeting. TabledPolicy and Procedures:
- 10. Public Comments.
  - a. Add Action Items to the Meeting Minutes at the end Tory. Ellen agrees.
  - b. Focus: Be Educator of Food Safety: Martin
- 11. Next Meeting Scheduling: October 19, Wednesday at 10:30am
- 12. Adjourn