



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.
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: 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. ~~Allergen Walk~~
 - c. Outreach: i. and ii. Not discussed.
 - 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. Tabled Policy 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

ACTION ITEMS:

- Tory: Continue to work with google for domain/website ownership and access
Continue to talk with CPA – awaiting notification of non-profit status
Develop budget of sorts for review of how we may wish to allocate money.
- Ellen: Write up Minutes and Agenda for October 19 and schedule meeting
Write up Policy and Procedures document (draft only)
Write up new by-laws (draft only)
Email NvEHA to talk about conference dates and start planning
- All: Think about Speaker and Presentations you would like to see at conference
Website decisions to come.