



**NEVADA FOOD SAFETY TASK FORCE  
Board Meeting  
Tuesday, August 23, 2022 at 3:30pm**

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

<https://nfstf.my.webex.com/nfstf.my/j.php?MTID=m2b46de0a8f9dfb482e970d5fe1da48f8>

Meeting Number: 2553 015 6846

Password: mhNUKvJV779 (64685858 from phones and video systems)

Host Key: 675966

Join by video system: Dial 25530156846@webex.com

You can also dial 173.243.2.68 and enter your meeting number.

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone: +1-415-655-0001 US Toll

Access code: 2553 015 6846 ; 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 July 26<sup>th</sup> meeting\*
3. NFSTF Website –
  - a. Hiring New Web Developer
    - i. TRU Venture Marketing  
[www.Truvm.com](http://www.Truvm.com), [matt@truvm.com](mailto:matt@truvm.com), [brian@truvm.com](mailto:brian@truvm.com)  
450 Sinclair Street, Reno, NV 89501 | (775) 203-6828  
Finalist to be used by NVIE
    - ii. Jon Aneson: Brian Hoke Ceo – [Brian@BentleyHoke.com](mailto:Brian@BentleyHoke.com); BentleyHoke.com;  
315-446-2300
4. NV Restaurant Association Interest and Partnering
5. Events and Ideas for NFSTF Promotion:
  - a. Board Business Cards
  - b. MGM support – more active members from MGM establishments
  - c. Professor Brain Labus for support or promotion
  - d. Events:
    - 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
    - iii. Conferences :2 – NV EHA Joint and Solo NFSTF for industry
      1. Date: April/ May pre 8-11 national
  - e. Educational Info – info on food sources – unpermitted sources vs cottage foods
6. NFSTF Policies and Procedures (P+P): To be created to include:

- 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](mailto:Shaun.Suller@usi.com) | [www.usi.com](http://www.usi.com)
8. Treasurer’s Report
- a. IRS standing
  - b. CPA update – bill for \$650 for 2021 990
  - 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: September 13<sup>th</sup>?
12. Adjourn