



June Board Meeting, 6/5/2024, 3:00 pm

1. Welcome
 - a. Chair – Thao S present
 - b. Vice Chair – Bambi P **absent**
 - c. Member at Large – Ellen C
 - d. Member at Large – Jim D
 - e. Member at Large – Michelle C. R. **absent**
 - f. Other – Secretary Merri C present; Facilitator Michelle B present
(3:07)

2. Review Descriptions of Board Positions – Merri shared the duties and responsibilities of each board position. These were developed prior to the May Task Force meeting. The Board will be reviewing these descriptions at a later date when the Governance document is created. It is a fluid document, and can be revised later.

3. Mission/Vision Statements and Governance discussion
 - a. **Vision statement** – see example document
 - i. Merri shared DIAL’s vision statement “Protecting the health, safety, and well-being of lowans”
 - ii. Merri shared the current *About* statement for the Iowa Food Protection Task Force, as found on the Task Force’s website.
 - iii. Ellen asked, What is DIAL’s vision for the future of the TF?
Michelle’s reply - translate documents into other languages; provide training to stakeholders on emerging technology and issues; communicating with stakeholders and customers on food safety.
 - iv. Ellen asked if we bring in diversity and inclusion into the membership as far as what we provide to all lowans – how can we move ahead with that. This spurred discussion on how we



can add that language to either the mission or vision statement.

- v. Jim said keep the vision statement fairly broad and concise.
- vi. After discussion, the following vision statement examples were agreed upon and **will be reviewed again and agreed upon at the July Board meeting:**

1. *Promoting the protection of health and safety of all Iowans.*
2. *Promoting a healthy and safe food and feed supply for all Iowans.*
3. *A safe and secure food supply for all Iowans.*

b. Mission statement – see example document

- i. Much like the discussion on the vision statement, the board determined it was key to focus on “all Iowans”, safety and security (food defense), and education.
- ii. There were elements in each of the examples from other states that met the board’s idea of an all-encompassing mission statement. However, none of them were an ideal fit.
- iii. After much discussion and review of the examples from other states, the following mission statement examples were selected and **will be reviewed and agreed upon at the July Board meeting:**

1. *To serve Iowa by identifying, addressing and promoting food defense and food safety issues pertinent to all citizens of Iowa through stakeholder collaboration, communication, education and cooperation.*
2. *The Iowa Food Protection Task Force was developed for food and feed safety and defense professionals to achieve prevention, intervention and response including the early detection and containment of foodborne illness. The Task Force is the resource for food and feed information and the promotion of food safety and security for all Iowans.*



3. *The purpose of the Iowa Food Protection Task Force is to maintain an open dialogue with all partners in food safety and defense in order to promote an efficient food safety system in Iowa that maximizes the protection of public health.*
 - a. If this last mission statement is selected, discussion centered around adding language to incorporate education, and somehow incorporate diversity or emphasize inclusion of all Iowans. The previous examples do include this language to some degree.
 - c. **Governance discussion** – tabled for a future meeting.
4. Set meeting date for next Board meeting in July
 - a. Suggested dates:
 - i. Monday July 1; 11 am-12 pm, 1-2 pm, 2-3 pm, 3-4 pm
 - ii. Tuesday July 2; 9-10 am, 2-3 pm, 3-4 pm
 - iii. Wednesday July 3; 9-10 am, 10-11 am, 1-2 pm, 2-3 pm, 3-4 pm
 - iv. Monday July 8; 1-2 pm, 2-3 pm
 - v. Tuesday July 9; 2-3 pm
 1. Ellen: July 1st - completely open, July 2nd afternoon is open, July 3rd - completely open, July 8th is fully booked, and July 9th is available
 2. Jim: In order of preference: 08 Jul, 01 Jul, 09 Jul, 02 Jul; 03 Jul may not work. I can and will make any of those dates and times work.
 3. Bambi and Michelle Clausen Rosendahl did not select their choices prior to this meeting.
 4. Michelle – 3-4 July 2: This is the date we will pick and will send that date
5. Set meeting date for next full Task Force meeting in the fall (agenda to be determined at a later Board meeting) – to be held at DIAL’s new location, 6200 Park Avenue
 - a. Tuesday November 12 in the morning or afternoon – Ellen’s preference anytime; Jim’s preference is for the afternoon (he teaches until 9:30); Michelle said we



could maybe have the meeting 1:30-4. This date will be communicated to Bambi and Michelle CR.

- b. Wednesday November 13 in the morning
- c. Wednesday November 20 in the afternoon
- d. Looking at a few hours to meet in person. Right now, the plan is not to have a full meeting as we had in the past, but the Board was reminded they will determine the agenda and discussion in the next couple months.
- e. Merri informed the Board the meeting rooms are booked for each of those dates. The reservations will remain as they are now, and if we get feedback from Bambi and Michelle Clausen Rosendahl, we can confirm a date and notify members.

6. Open Discussion

- a. Thao said she will miss the November Task Force meeting due to the anticipated birth of her firstborn in October. Bambi will need to assume her duties for that meeting. Board members congratulated Thao on her exciting news.
- b. Michelle thanked the Board for their discussion and help.
- c. Merri said she would send the minutes and the Mission/Vision statement document, with Iowa examples, in an email to members. Merri will also create a meeting invite for the July meeting.
 - i. If we do not get a quorum at that meeting, we can have the Board vote on the mission/vision statements by email. Due to the holiday and DIAL's activities for RAGBRAI, the options for the July meeting are very limited.
- d. Meeting adjourned at 3:43 pm.

Merri Cross, DIAL

Secretary, Iowa Food Protection Task Force Board