



Minutes: July Board Meeting, 7/2/2024, 3:00 pm

1. Welcome

- a. Attendance: Merri Cross (secy), Ellen Ciarimboli (Member At Large), Bambi Press (VP), Michelle Boyd, Thao Schlichte (President), Jim Dickson (Member at Large)
- b. Absent: Michelle Clausen-Rosendahl (Member at Large)
- c. Thao discussed her impending pregnancy and due date is October 10. The November Task Force meeting will take place after her due date.

2. Mission/Vision Statements – discussion and selection of final versions

- a. Merri shared the Vision statements discussed last time. Michelle described them to the Board.
 - i. Bambi likes option three, which seems more of a vision than the other two. She likes adding “safe food handling practices” to that statement.
 - ii. Ellen agreed with option 3 but also part of option two – perhaps blending the two together. She likes having small to big systems in the vision statement.
 - iii. Merri added an option to the comments, “A safe and secure food supply from farm to table, for all Iowans”
 - iv. Michelle said a vision statement should be a global umbrella. A mission statement then spells out each area.
 - v. **“A safe and secure food supply from farm to table for all Iowa”** is the final Vision Statement
 - vi. All voted in favor of the new Vision Statement.
- b. Merri shared the example Mission statements. Michelle discussed them.
 - i. Members took time to read them, due to their complexity.
 - ii. Thao likes the idea of combining options 1 & 3, and it says “all citizens of Iowa”.



- iii. Ellen thinks Option 2 already incorporates everything. She likes the specificity of Option 2, as it makes the Task Force's charge very clear. Thao said 2 is similar to 1 but would need to mention the education piece.
- iv. Bambi said for option 2, add "safe" in front of "food and feed information".
- v. Jim said he likes Option 2, add "education" after food and feed information"
- vi. Jim offered this change for Option 2, second sentence. The Task Force is a resource for food and feed information and education for the promotion of food safety and security for all Iowans.
- vii. Bambi said to change the first sentence to "Task Force collaborates with food and feed safety and defense professionals
- viii. Merri took the comments and updated Option 2: Option 2: The Iowa Food Protection Task Force collaborates with 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 education for the promotion of food safety and security for all Iowa.
- ix. Bambi's idea: The Iowa Food Protection Task Force collaborates with all partners in food safety and defense to achieve prevention, intervention and response including the early detection and containment of foodborne illness. The Task Force is the resource for safe food and feed information and education, promoting food safety and security for all Iowa.
- x. Jim suggested ending the second sentence after "education" since that part is already covered in the vision statement.
- xi. Based on discussions, Merri contributed a statement: The Iowa Food Protection Task Force collaborates with all partners in food safety and defense to achieve prevention, intervention



and response, and acts as the resource for safe food and feed information and education.

1. Jim likes changing “acts” to “serves”

xii. Merri put together another version of the statement: The Iowa Food Protection Task Force collaborates with all partners in food safety and defense to achieve prevention, intervention and response, and serves as the resource for safe food and feed information and education.

1. Bambi wanted foodborne illness from the original statement being called out, but now this version has it removed.

2. Bambi suggested “reduce the risk of foodborne illness”

xiii. Merri took the comments to create a new statement: The Iowa Food Protection Task Force collaborates with all partners in food safety and defense to achieve foodborne illness prevention, intervention and response. We serve as the resource for safe food and feed information and education.

xiv. **“The Iowa Food Protection Task Force collaborates with all partners in food safety and defense to achieve foodborne illness prevention, intervention and response. We serve as the resource for safe food and feed information and education.”** This is the final Mission Statement.

xv. All voted in favor of the last statement.

3. Governance Discussion (looked at examples from other states)

a. Merri showed the examples of Arkansas, Nevada and Minnesota.

i. These will be shared with the Board after the meeting

b. Discuss document collaboration (Google or FoodSHIELD): Merri checked with FoodSHIELD prior to the meeting and it won’t work for us.

i. Everyone in the meeting can use Google



- ii. Merri will add the documents to Google in a new shared folder and start a blank document for development of Iowa's new Governance Document.
 1. Bambi's new email: bambi.press@hhs.iowa.gov
 - a. Merri will add this to the Task Force membership documents

4. Set meeting date for next Board meeting in August
 - a. Suggested dates:
 - i. Tuesday August 6: 9-10, 10-11, 11-12; 2-3, 3-4
 - ii. Wednesday August 7: 9-10, 10-11, 11-12; 1-2
 - iii. Monday August 12: 9-10, 11-12; 1-2, 2-3
 - iv. Monday August 19: 9-10, 10-11; 1-2, 2-3, 3-4
 - v. Tuesday August 20: 9-10, 10-11, 11-12; 2-3, 3-4
 - b. Preferred dates/times from members, noted in chat:
 - i. Jim: prefer either 19th or 20th
 - ii. Bambi: Monday August **19**: 9-10, 10-11; 1-2, 2-3, 3-4 – available for any
Tuesday August **20**: 9-10, 11-12; 2-3, 3-4 – (available for any except 10-11)
 - iii. Ellen: August 6th 2-3pm, August 7th open all day, August 12th 2-3pm, August **19th** 11am-3pm, August **20th** open all day
 - iv. **Suggested date/time is Tuesday August 20, 2 pm**
 - v. Merri will send the meeting notice in the next couple of weeks.

5. November 12 Task Force meeting
 - a. Format
 - i. Do we want to keep DIAL updates and RRT updates on the agenda for this meeting?
 1. Consensus is to keep a spot on the agenda for both.
 - ii. Plan roll out of Mission and Vision statements and progress of the Board.
 1. Michelle said the Board President and Vice President will be the ones to share that information
 - iii. Discussion on the future of the Task Force (seek input from members, possible survey?).



1. Michelle thought it would be good to get the input from the members.
2. The Board would need to work together on a member survey prior to the meeting. The Board agreed to collaborate on the survey.
3. Merri will add the survey development to next month's meeting.
4. Merri will add a sample survey form to the Google folder.

b. Start work on agenda

- i. Thao has an idea for a speaker. FDA officials Mike Nordos and Erin Dugan are working at the Republican National Convention and Democrat National Convention for the food inspections and food security.
 1. The Board agreed to ask them to speak at the November Task Force meeting.
 2. This will be discussed later.
- ii. Merri will put together a draft agenda for the next meeting.

6. Open Discussion - none

7. Meeting Adjourned: 4:00 pm

Merri Cross, Secretary

DIAL