



March Board Meeting, 3/18/2025, 10:00 am

1. Welcome

- a. Thao Schlichte - present
- b. Bambi Press - present
- c. Ellen Ciarimboli - present
- d. Michelle Clausen Rosendahl - absent
- e. Jim Dickson - absent
- f. Michelle Boyd - present
- g. Merri Cross – present

2. HFPE Operator Survey Status – Merri

- a. After only 25 responses were received, Tenesha Stubblefield resent the survey to operators in February. Second end date for responses was 2/28/2025.
- b. 51 responses were received total
 - i. There are some good comments on the forms, and suggestions provided on improvements.
- c. Tenesha will review the responses and come up with recommendations for improvements at the April 30 Task Force meeting.
- d. No questions or comments from the Board.

3. Governance Document – Thao

- a. There are comments to be addressed, and some suggested changes to approve
 - i. Due to only three board members present at this meeting, Merri will send out the document for approval, for response by Board members no later than March 25th.
- b. Merri will then send it out to the membership in advance of the April 30th meeting, after receiving all responses from the Board. Merri will send it March 26th or 27th.

4. Spring General Task Force meeting - Thao

- a. Will it better to switch to a virtual meeting instead of the hybrid version?



- i. Zoom meeting invite was sent out, however, FDA may let us know that they cannot join Zoom meetings anymore. They use Microsoft Teams, but DIAL uses Google Meet.
 - ii. Board would like to keep this as fully virtual and not hybrid, in order to make sure FDA can attend.
 - iii. Merri will notify members of the meeting change to fully virtual, when the agenda is sent
- b. Agenda approval
- i. Correspondence with special speaker:
 1. Thao reached out to him, cc'd Merri. He is available all day to work with us, so the timing of his presentation is flexible.
 - a. Thao will be working with him on scenarios to add to his presentation – hackers getting into firms' accounts, unapproved food additives, disgruntled employees, fentanyl or other drugs added to foods, AI, fraudulent ingredients, risk of contamination in the current environment
 2. Suggest moving his presentation right after the break
 - a. Board would like to keep his presentation at the end
 3. Merri will share the agenda and logistics with him after the agenda is approved, and will add him to the calendar invite.
 - ii. Bambi suggested removing the speed networking question and create a poll, since this will be a virtual meeting only.
 1. Michelle suggested the questions pertain to the main speaker, not the usual icebreaker questions.
 2. Bambi suggested the following question: What is the main food safety issue that you think affects (or is likely to affect) Iowans?
 3. Ellen suggested what is on your bucket list, personal and professional?
 4. Merri will work on a whiteboard or a poll for the welcome.
 - iii. Need speakers for the Task Force Member Survey Presentation and the Governance Document Presentation.
 1. Ellen volunteered to present on the member survey. Merri will send the presentation to her.
 2. Governance Document – Merri described what the speaker would do in this section; review the document, ask for comments/questions, then put the vote to the floor
 - a. Voting by poll or unmuting themselves to verbally vote



- b. Members will be asked to submit comments/questions in advance, in the email with the document.
 - c. After discussion on the voting process, Merri suggested Michelle be the speaker, and Michelle agreed.
 - iv. Does the order of topics/presenters meet with the Board's approval?
 - 1. The official approval will need to wait, due to only three members present at today's meeting.
 - 2. Merri will send the agenda to all by email and ask for response with the Governance document, by March 25.
 - c. Survey developed for meeting attendees post-meeting
 - i. Merri shared the survey typically sent out after each general meeting.
 - ii. Ellen suggested adding ag products, labeling, or other specific ideas for topics to the topics question. Answers could be selected by using radio buttons, and then a comment box after that.
 - iii. Thao said to put in a prompt to ask for a recommended speaker for any of the topics, to get their name and contact info.
 - 1. Thao suggested asking a presenter to attend from FEMA. She suggested someone who presented on the tribes in Iowa, the lunch and learn event we attended.
 - 2. Ellen also suggested a presentation on the FERP at a future meeting. Asking the person from Iowa State to talk about it.
 - 3. Ellen asked to consider the hydroponics presentation discussed last year.
 - iv. Merri will make changes to the survey.
5. Fiscal Year 2026 Task Force Grant Budget discussion – Michelle
 - a. How will the reduction in funds affect the Task Force?
 - i. Michelle commented FDA has cut our funding for the Task Force. She stated DIAL is in negotiations on what we can do and can't do with the Task Force, and what funds we need. She said it has been difficult but DIAL understands how important the Task Force is. No final word has been given to DIAL from FDA on what the budget will be next year. We will be unable to fund IDALS in RRT, but they will stay on because they see how important it is to Iowa. Thao and Merri will continue to be funded for employment, but Merri, Thao and Michelle will have their time limited with the Task Force. At this time, we do not know what this will look like for the Task Force, but Michelle wants the Board to know the situation. Right now, it is business as usual. After the Governance



Document is finalized, we expect the Board to take over responsibility of the Task Force functions.

6. Set meeting date for next Board meeting - **Thao**

a. April dates:

- i. April 7: 11-12, 1-2
- ii. April 9: 8-9, 10-11, 11-12, 1-2
- iii. April 15: 10-11, 11-12, 1-2
- iv. April 16: 10-11, 11-12
- v. **Meeting will be held April 15, 10-11**
- vi. Merri will inform Jim and Michelle C.R. about the dates in the email with the Governance Document and agenda

7. Open Discussion – **Thao**

Meeting adjourned 11:05