



MEMORANDUM

**TO: EXECUTIVE BOARD
CONFERENCE FOR FOOD PROTECTION**

FROM: JEFF LINEBERRY

DATE: April 2, 2012

**SUBJECT: APRIL BOARD MEETING
EXECUTIVE DIRECTOR'S REPORT**

Biennial Meeting

- Pre-registrations – 347 (as of April 2, 2012)
 - 180 conference only
 - 167 conference/workshop package
- Workshop – 231 (a new record)
- Sponsorship - \$116,000 (a new record, by a mile!)
- Program Book – 52 pages, a new record
- LAC
 - Successful local sponsorship drive
 - Augmenting food and beverage (Sunday AM and Reception)
 - Providing wi-fi for Council II members
 - Very well organized
- Opening Session
 - Vince Radke of CDC substituting for Carol Selman, who was substituting for Art Liang
- Hotel
 - Contracted room block pick up was met, no penalties are anticipated if there are not significant early check-outs.
 - Audio Visual costs
 - Internet Access in CFP Office, \$1235 for the week
 - Cost for Council II wi-fi and technical support will be covered by LAC
 - Elimination of Saturday reception allowed for food enhancements to breaks and Monday reception
 - Electrical work for outlets at council tables cost \$2775.00

New Conference Call Provider

CFP conference call services will be provided by Pragmatic, a Canadian telecommunications company based in Toronto. Charges per minute are the same as our previous provider, Accessline. However, there are significant advantages.

1. No minimum monthly charge (\$50 minimum from Accessline).
2. No call reservations required. CFP names call moderators who can initiate calls at any time they wish for any length of time. Moderators are given a unique access code and unique participant access code. Moderators can be “enabled” or “disabled” by CFP.
3. Up to 125 callers at a time.
4. Calls can be recorded and downloaded at no extra charge. Persons who missed the call can hear the recording later.
5. US taxes are not applicable (saves about \$35/month).

Crumbine

Four local environmental health food safety programs have applied for the 2010 Crumbine award. They are:

- City of Bloomington (MN) Environmental Health Division
- Hamilton County (OH) Public Health
- Salt Lake Valley (UT) Health Department
- Wake County (NC) Environmental Health & Safety Division

A conference call to determine if there is a winner for 2012 will be held in late April.

Fall Executive Board Meeting

- August 7-8, 2012
- Meeting at Food Marketing Institute
Arlington, VA

Hotel: Hilton Crystal City
2399 Jefferson Davis Hwy
Arlington, VA 22202

The hotel is 3 blocks walk from the meeting site at FMI. Free shuttle to and from the meeting site and Reagan National airport is provided. All rooms are \$169 per night, government per diem rate. Breakfast is included for Hilton Honors members.

Spring 2013 Executive Board Meeting

The Buena Vista Palace is offering May 13-15, 2013 for the Spring Board meeting. Room rate for the entire block will be the prevailing 2013 per diem rate published in October 2012. LaDonna Pettit, our new ConferenceDirect representative is awaiting confirmation that these dates are acceptable.