Conference Call Number 1.218.895.9699 Passcode: 622342#

April 1, 2019 9:00 a.m.

1. Call to Order: 9:03 a.m. by Kristen Pybus
2. Attendance: The following persons were present: Julia Balsley, Lanita Carpenter, Nicole Gregasin, Amanda Losardo, Allison Olguin, Kristen Pybus and Austyn Ries
3. New Business:
4. President: Kristen Pybus
   * 1. MD Representative: Amanda Losardo just got a job with Alexandria Health Department so she will no longer be able to serve as the MD Representative but she would like to help with Austyn with communications. We need a new MD Representative.
     2. FDA Central Region Retail Food Protection Seminar: registration is up and running
5. VP of Membership: Nicole Gregasin
   * 1. Membership list: will working on cleaning up the list to remove people who no longer live or work in the area
     2. Membership database: Wild Apricot free 30-day trial is in effect. Kristen, Vicki, Austyn and Nicole should have access to it. Nicole will give the rest of the board a presentation on how it’s usage. Her goal is to have the platform completely up and running by June.
     3. Social/Award Committees: Matt has joined the Social Committee. No one has expressed interest in the Award Committee. Kristen stated to send out the advertisement again looking for members to join these committees. Lanita will forward the General Manager contact information to Nicole about arranging a happy hour at the Union Station Legal Seafood after the Spring Educational Conference.
     4. Awards: Kristen will send cost of award plaque information to Nicole; she thinks it was about $100. Nicole will start looking at other award companies and types of awards. Other types of awards like, Environmental Achievement Award and Retired Service.
     5. Annual Awards Dinner: Nicole will compose an email to JR’s regarding July-August booking
6. VP of Programs & Professional Advancement: Allison Olguin
   * 1. 2019 Spring Educational Conference: Lanita Carpenter

i. Location/Date: DC Health Building, 899 N. Capitol Street. NE, 6th floor, Room 6002; April 26, 2019

ii. Speakers:

* + - * 1. Meghan Daughter: 9-10:45 a.m. Professional Speaker to give a Leadership/Professional Development training, Kristen will confirm and email plan to Lanita, board approved $100 compensation
        2. Brittany Sparks: National Pest Control Management, 90 minutes, two presentations, one on Bed Bugs & the other on Common Restaurant Pests in the afternoon
        3. Cottage Foods: Lanita with talk with Laura about who can present on this topic and Lanita emailed Kristen about presenting on another topic
        4. Kristen with email Danielle Schools and Mark Bedzik to see if they can present at this conference
        5. We need one more presenter. Shoot recommendations to Lanita.

ii. Details: Lanita will provide food and drinks. Kristen will prepare speaker certificates. Julia will email attendee certificates

* + 1. 2019 Fall Educational Conference: Allison Olguin will reach out to Giant about hosting our fall conference.

1. Director of Communications: Austyn Ries is now officially our Director of Communications. She is receiving RSVP’s for the FDA retail food conference. Kristen would like to start advertising presenters for our Spring conference. She will work on an email confirmation for new members.
2. Next Conference Calls: Monday, April 15, 2019 9-9:30 a.m. and then Friday, May 10th 9-10 a.m.

Adjournment: 9:53 a.m.

Minutes submitted by Julia Balsley