

Committee on Control of Foodborne Illness (CCFI)

Meeting Called to Order: Sunday, July 27, 2025, 8:00 A.M.

Minutes Recording Secretary: Margaret Kirchner.

Old Business: Minutes from the 2024 meeting were approved. The committee discussed the Board's responses to the recommendations from last year. One of the recommendations was to obtain the numbers of people accessing the various manuals written by the committee online and the Board stated that they would work with Springer to obtain these numbers but the numbers were not available at this time. The Board also approved the committee's request to issue a survey to determine if and how people are using the current manuals. Two committee Members will spearhead this effort and potentially partner with the Food Safety Education or Food Safety Culture PDG to craft the survey questions. Two of the committee's accepted sessions had to be withdrawn due to travel issues or restrictions for speakers. We plan to resubmit these sessions as webinars or sessions for IAFP 2026.

New Business: The Committee also plans to hold an electronic vote for a new Chair and Vice Chair shortly after IAFP 2025.

The Committee discussed proposals and webinars for 2026. The Committee will plan to develop these proposals further through a Google doc and/or *IAFP Connect*. It was also noted that the September 30 due date was very close to the annual meeting and Members were concerned about being able to craft quality submissions during this shortened timeframe.

The Committee reiterated that the manuals may need to be updated or changed and committed to administering a survey on about the use and need for these manuals. The request that any further edits or updates to the manuals be open access was also reiterated. Due to other guidelines being freely available, there may not be the same need for these manuals which the Committee is aware of and needs to determine.

The Committee restarted interest in having multiple virtual meetings throughout the year as needed to develop proposals, discuss Committee business, and address any other issues as needed. Quarterly meetings were suggested as a starting point.

Recommendations to the Executive Board:

1. CCFI reiterates the request for data on sales and downloads of physical and electronic copies of the *Procedures to Investigate Foodborne Outbreaks* dating to the initial publication in 2011 through the current year, so we can better understand usage of these books over its lifetime. This request was made last year and CCFI is still interested in this information as we evaluate the need to update the manuals.
2. CCFI requests that the board consider extending the due date for IAFP 2026 sessions. With the meeting at the end of July, Members were concerned about being able to craft quality submission by this date.
3. CCFI requests that the board approve an electronic election of a new Chair and Vice Chair after the annual meeting.
4. CCFI requests a room with a projector for the 2026 meeting in order to have a more engaging meeting.

Next Meeting Date: Sunday, July 26, 2026, New Orleans, LA.

Meeting Adjourned: 9:30 A.M.

Chairperson Name: Michael Batz.