

## **Program Committee Meeting**

**Members Present:** Renee Boyer, Dan Erickson, Tong-Jen Fu, Dale Grinstead, Joshua Gurtler, Alvin Lee, Bradley Marks, Mark Moorman, Brian Sauders and Tori Stivers.

**Members Absent:** Jane Van Doren and Michael Roberson.

**Board/Staff Members Present:** Don Zink, Alejandro Mazzotta and Terri Huffman.

**Outgoing Members:** Jinru Chen, Ian Jenson, Eric Martin and Mickey Parish.

**Meeting Called to Order:** 7:00 a.m., Wednesday, August 6, 2014 by Joshua Gurtler.

**Recording Secretary of Minutes:** Terri Huffman.

**Old Business:** Joshua thanked the committee for attending. Introductions were given. Joshua commended the outgoing members. He welcomed the new members (Tori Stivers, Mark Moorman, Dale Grinstead and Tong-Jen Fu).

**New Business:** Joshua explained the review process for the 2015 submitted symposia and abstracts. October 14 is the deadline for symposium, roundtable and workshop proposals. The Committee will review all of the submissions using the Online system and will meet via conference call on November 5, 2014 at 9:00 a.m. Eastern Time to select proposals for further development. Committee members should plan on a 4-6 hour conference call.

The submission deadline for abstracts is January 20, 2015. The Committee will again review all symposium, roundtable and workshop proposals. The Committee will be divided into four teams and each team will review one-fourth of the abstracts. The Committee will meet in Portland, Oregon, February 20-21, 2015 to select abstracts and sessions for IAFP 2015.

**IAFP 2014 Evaluation:** The Committee provided feedback concerning IAFP 2014 thus far:

- Rooms have been too cold.
- The Program has been very good.
- Rooms were not quite as packed as they were last year – this is a good thing.
- Room 107–108 needed another screen. It was difficult for some people to see.
- PDG Committee meetings – stagger them better so people can go from room to room more easily.
- Affiliate Council meeting – Can this meeting be over lunch instead of breakfast?
- One Committee member would like to see fewer presentations and more discussion in PDG meetings. Rooms should be set to promote discussion.
- There was good diversity and new science in the program.
- Industry people would like more applied topics. 60% of attendees are industry.
- The Committee would like the meeting to grow to include more state and local regulators and auditors.
- Is there a way to get sanitarians back to the meeting? Do we need a Sanitarian PDG?
- CEU – Put into the program and on the Web site that people could submit for CEUs through NEHA.
- People taking photos during presentations is too distracting.
- App –
  - If you put a whole session into your schedule, you can't remove specific presentations.

- If you go into an abstract, then go “back,” it should take you back to where you were in the list instead of at the beginning.
- In “my schedule,” it should display by time.
- Agenda – have a button on the session list where people can add the session to their schedule without having to go into the detail.
- Agenda – only show future sessions as the day goes on.

**Recommendations to the Executive Board:** None.

**Next Meeting Date:** February 20-21, 2015 in Portland, Oregon.

**Meeting Adjourned:** 8:15 a.m.

**Chairperson:** Joshua Gurtler.