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Editor: Dorothy Radermacher CDM CFPP



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Mission Statement

Position the Certified Dietary Manager
as the expert in foodservice
management and food safety.

Vision

The Certified Dietary Manager
is the cornerstone of the
collaborative Dietetics
Profession.

Chapter Leadership Team

2018 – 2019 Volunteers

President:

Jessica Weisbrich, RDN, CDM CFPP

President-elect:

Jeffrey Wuollet, CDM CFPP

Secretary:

Sonja Christensen, CDM CFPP

Treasurer:

Sheila Stredde, CDM CFPP

Treasurer Elect:

Karen Jacobs, CDM CFPP

Immediate Past President:

Allison Josephson, CDM CFPP

Membership:

Kathryn Hagen, CDM CFPP

Education:

Shona McCue CDM CFPP

Communication, Web, Newsletter,

Social Media:

Dorothy Radermacher CDM CFPP

Awards/Recognition Leadership

Development:

Erin Meine CDM CFPP

Legislative Spokesperson:

Colleen Zenk CDM CFPP

Scholarship:

Julie Gluth CDM CFPP

Strategic Plan:

Marj Smith CDM CFPP

Fall Conference 2018

Jessica Weisbrich, RDN, CDM CFPP

Vendor Expo 2018

Doug Boser, CDM CFPP

Greetings!

It's hard to believe that 2018 is at an end and 2019 is upon us. I want to take a moment to thank each of you for what you bring to our organization. The holidays are not an easy time of year, and I would assume many of you are feeling some holiday stress. I hope you found a way to enjoy the season with your loved ones and reflect on all of the amazing things you do!

Our fall conference was a great success. I would like to thank everyone involved with the planning as well as all who attended. The conference is quite an undertaking and there are many contributors who help make it happen.

We are working on our goals for the year and are making great progress with many areas, including service to our community. One major goal I have is volunteer recruitment. Our board is aware that this process is not a strength of ours, and we need to improve. Please let a board member know if you are interested in helping out in any way in our state chapter. We have some new faces involved and would like to continue to recruit members to take on leadership roles. Even if you have said you would help in the past, please let current leaders know so we can connect with you.

Best wishes in this New Year.

Jessica Weisbrich, RDN, LD, CDM, CFPP

MN Chapter Members Serve ANFP at the National Level

Won't You Consider Serving Too?

Minnesota ANFP has a long history of service at the national level. Currently serving on the ANFP National Board of Directors is **Marj Smith**, Director at Large, **CarieAnn Williams**, Chair of the Certifying Board, **Becky Rude**, **Dorothy Radermacher** & **Shona McCue**, NFEF Board of Trustees.

Serving on the Audit Finance Committee are **Marj Smith** & **CarieAnn Williams**; Chapter Leadership Team, **Dorothy Radermacher**; Political Action Committee, **Shona McCue**; and Leadership Development Committee, **Becky Rude**. & **Marj Smith**; and Strategic Planning Committee, **Marj Smith**. **Kristi Salisbury** and **Colleen Zenk** serve on the CBDM Standards Committee and **Jessica Weisbrich** and **Marj Smith** just completed their first year as Exam Item Writers

MN ANFP thanks these members for stepping up and volunteering to serve our members and the CDM CFPP Credential. Your service is appreciated!

Dave's Daily Tip

You won't be truly
successful in your
career just by
showing up. You
have to outwork or
outsmart the people
around you.

daveramsey.com

Annual Conference Highlights & Networking!



Proceeds from the **Wine Pull** allows Conference attendees to have some fun and support chapter efforts to become a Chapter Champion at NFEF.

#GivingTuesday

My first career was as a teacher, so I strongly believe in the power of education. Career education helps people improve their own lives and those in their family by providing a pathway to a better future. NFEF assists members in becoming CDMs, and that assistance most often goes to those who don't have the means or opportunity to fund advanced education on their own. I can help those who want a better future and a more rewarding career through my support of NFEF.

— Collen Zenk, CDM, CFPP



Sonja Christensen was the big winner in the 50/50 Raffle taking home over \$200. All proceeds from raffle support the efforts of the Education Committee in promoting the credential.



Networking Opportunity.....

Is the #1 reason members give for attending the Fall Conference.

Whether it's going out to dinner with long time friends, gathering at lunch, or joining in on the creative fundraiser for the Scholarship Fund, there's a networking opportunity for everyone.



Dan Strittmater
Ambassador of the Year
Nominated by Jeff Wuollet



Kari Lahtinen CDM CFPP, US Foods
Partner of the Year
Nominated by Tracy Madsen & Lisa Hoffman

2018

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Colleen Zenk
Gov't Affairs Public Policy Leadership Award
Nominated by Kristy Salisbury



Kathryn Hagen CDM CFPP
CDM of the Year
Nominated by Anne Gransee

Food Service Department of the Year

- To be announced during Pride in Foodservice Week

February 4 - 8, 2019 is designated "Pride in Foodservice Week" by the Association of Nutrition & Foodservice Professionals (ANFP). This recognition week applauds nutrition and foodservice professionals and other members of the team for their hard work and dedication on the job. Now in its 28th year, Pride in Foodservice Week is celebrated in facilities across the country in various inventive ways.

How will you celebrate Pride in Foodservice Week with your staff, management team, and/or your clients/residents? Share your ideas on social media using #PIFSW19!



Thank You!!!!

Conference Sponsors & Vendors

Blue Bunny
 Brakebush Brothers
 CenterPoint Energy
 Culinox
 Dinex
 Eco Lab
 E Menu Choice
 Fieldstone Bakery
 Food Handler
 Food Safety Guy
 Johnsonville
 Key Impact Sales
 Lyons Magnus
 Martin Bros.
 McCain
 Meal for All
 Medtrition
 Med Diet
 Mrs. Gerry's
 Nestle Foodservice
 NCCO
 North Star Agency
 Ocean Spray
 Oneida Foodservice
 Pilgrim's Pride
 Reinhart Foods
 Schwan's
 Simply Thick
 SunRich
 Sysco
 Upper Lakes, Inc.
 US Foods



Chapter Annual Report

June 1, 2017 to May 31, 2018

Membership

	5/31/2016		5/31/2017		5/31/2018	
Membership Type	Non Certified	Certified	Non Certified	Certified	Non Certified	Certified
Allied Professional	10		9		13	
Preprofessional	10		26		35	
Professional	9	442	6	379	8	411
Retired Professional		4		4		4
Total Membership		475		424		471

MN ANFP Scholarship Fund

MN ANFP Finances

Balance	Checking	Savings	Total
		Scholarships	
October 1, 2018	\$13,081	\$17,379	\$30,470

Beginning Balance	\$17,384.73
Interest	\$10.12
Scholarship Revenue	\$430.00
Fundraising Revenue	\$135.00
Scholarship Hotel Room	-\$309.49
Scholarship Expense	-\$720.00
Ending Balance 12/4/	\$16,928.93

National Award Winners

Orlando June 2018

MN ANFP Fall Conference Income & Expense

Income	
Square Test	\$ 0.97
Conference Reg	\$ 22,716.75
Vendor Income	\$ 2,940.00
Fundraising	\$ 1,132.00
Total Income	\$ 26,789.72

Expense	
Speakers	\$ 3,212.55
Conference Exp	\$ 777.66
Mileage, Supplies, Meals	\$ 1,684.83
Awards	\$ 190.68
Software	\$ 409.00
Speaker Lodging/fee	\$ 400.00
Holiday Inn	\$ 11,957.21
Total	\$ 18,631.93

Conference Net \$ 8,157.79

Chapter Awards

- Platinum Chapter Achievement Award
- Communications
- Membership
- Legislative Award
- Diamond Award Nominee
- Diamond Award Finalist



Individual Awards

- Candas Showeiler
 - Administrator, Oak Hills New Ulm
- Lisa Hoffman, CDM, CFPP
 - Fairview Health System

Chapter ANFP Board Meeting October 17, 2018

Time	Agenda Item	Expected Outcome	Presenter
5:30	Call to order	Action	Jessica Weisbrich, President
	Present: Jess Weisbrich, Allison Josephson, Colleen Zenk, Erin Meine, Dorothy Radermacher, Karen Jacobs, Marj Smith, Jeff Woullet, Gail Schwanbeck, Sue Gosh, Sheila Stredde, Collette Johnson, Kathryn Hagen, Mary Henkel and Sonja Christensen	Information	Jess Weisbrich, President
	New Business - 132 registered for the fall conference	Information	Jess Weisbrich
	Treasurer's Report \$13,081.00 in the checking account \$17,379.00 in the savings account	Information	Sheila Stredde
	Committee Reports	Information	Board Liaisons
	- Ready for the conference	Information	Erin Meine
	- No report	Information	Shona McCue
	Membership There are 462 active members 70 key chains and postcards sent out to new members	Information	Kathryn Hagen
	Newsletter/Technology/Website There will be a Holiday edition of the newsletter	Information	Dorothy Radermacher
	Scholarship 3 scholarship given out for the fall conference	Information	Sue Tackaberry
	Spokesperson/Impact/Legislative Colleen attended the consulting Dietitians meeting on October 6 th and gave them an update of ANFP activities. She reported on national ANFP efforts to support the Opportunity America jobs and Careers Coalition. This initiative is to promote career and technical education and to help industries and states recognize credentials like the CDM. She also shared news about ANFP's (continued on following page)	Information	Colleen Zenk

	<p>benchmarking program and the shifting focus to competency based education and the recent salary survey.</p> <ul style="list-style-type: none"> - MN ANFP is continuing to work statewide culinary programs as well as with Leading Age and Care Providers to promote CDM's and to be a resource for those groups. 		
	<p>Strategic Planning Set 3 dates for MN ANFP to cook and serve meals at Sharing and Caring Hands in Minneapolis.</p>	Information	Marj Smith
	<p>Vendor Ready for the vendor fair at the conference.</p>	Information	Doug Boser, Collette Johnson
	Adjourn at 6:30	Action	Jess Weisbrich

Respectfully Submitted,
Sonja Christensen CDM CFPP
Secretary

Fall Conference Door Prize Winners



MN ANFP Income & Expense by Payee



Report submitted by:

Sheila Stredde, CDM CFPP

Treasurer

Karen Jacobs CDM CFPP

Treasurer—Elect



Watch your email for the

I want to serve

form through Survey Monkey.

**We will need Volunteers for
President Elect & Treasurer Elect
as well as Committee members.**

Payee	10/1/2018- 10/31/2018	11/1/2018- 11/30/2018	OVERALL TOTAL
INCOME			
Cash Back	300.00	0.00	300.00
Fall Conference Registration	5,014.22	17,702.53	22,716.75
Fall Conference Vendor Fee	2,790.00	150.00	2,940.00
Fundraiser	1,132.00	0.00	1,132.00
Scholarship Fundraiser	565.00	0.00	565.00
Sheila Stredde	-300.00	0.00	-300.00
Square Test	0.97	0.00	0.97
Transfer From Checking	565.00	0.00	565.00
Transfer From Savings	1,029.49	0.00	1,029.49
TOTAL INCOME	11,096.68	17,852.53	28,949.21
EXPENSES			
Allison Josepson	64.31	0.00	64.31
Barbara Thomsen	712.55	0.00	712.55
Cindea Kamanoff	1,500.00	0.00	1,500.00
Colette Johnson	255.00	0.00	255.00
Colleen Zenk	250.00	0.00	250.00
Customized Consulting LLC	750.00	0.00	750.00
Dorothy Radamacher	438.48	0.00	438.48
Erin Meine	286.83	0.00	286.83
Gail Schwanbeck	47.96	0.00	47.96
Granite City	257.22	0.00	257.22
Holiday Inn	11,957.21	0.00	11,957.21
Jeff Wuollet	181.63	0.00	181.63
Jess Weisbrich	492.45	430.10	922.55
Julie Gluth	58.56	0.00	58.56
Karen Jacobs	55.04	0.00	55.04
Kathryn Hagen	120.27	0.00	120.27
Marji Smith	180.94	0.00	180.94
Minuteman Press	408.00	0.00	408.00
MN Leading Age	0.00	300.00	300.00
[Savings]	565.00	0.00	565.00
Sheila Stredde	179.80	0.00	179.80
Sonja Christenson	267.51	0.00	267.51
Sue Goth	720.00	0.00	720.00
Transfer To Checking	720.00	0.00	720.00
TOTAL EXPENSES	20,468.76	730.10	21,198.86
OVERALL TOTAL	-9,372.08	17,122.43	7,750.35

Membership Milestones

1 Year Members

Anita Kottsick
Noah Barton
Joy Meulenens
Teri Ersbo
Lana Hitchen
Alicia Hartleben
Brandon Fudali
Gwendolyn Hernandez
Erik Baron
Kellie Schumacher
Amanda Jechort
John Politte
Kristen Waby
Gary Geisler
Jennifer Rech
John Klostermeyer
Stephanie Cunningham
Amy Lukken
Brandi Hofman
Patricia Rubie
Suzanne Krawiecki
Jeff Reisdorph
Jeffrey Tepsa
Susan Kessler
Barb Novotny
Stephanie Fairchild
Taylor Covey
Jennifer Schnieder
Samuel Nesheim
Gina Johanneck

5 years of Membership

Matt Hrabak
Shawna Olbekson
Barbara Nelson
Laura Anderson
Karla Rutten
Kay Shelabarger
Marlene Strong
Adam Wisocki
Katharine Fletcher
Judy Kubiszewski
Melody Kimball
Tammy Willis
Charles Padrnos
Melanie Kjos
Franki Lorenz
Paul Dunker
Cindy McGraw

Congratulations

10 Years of Membership

Jessica Boyer
Renae Smith
Amanda Conderman
Christy Zilka
Carrie Mashuga
Allison Josephson
Rachael Herberg
Gayle Brenny
Susan Gosh
Sandra Fryer
Tamralynn Koch
Paula Gillis
Cindy Sanden
Donna Johnson
Keri Phillips
Christine Giersdorf
Jacques Smith

15 Years of Membership

Deborah Hinnenkamp
Amy Whelan
Michelle Green
Jeanette Lusky
Ione Gustafson
Vicki Lozinski
Shelly Atkinson
Gail Schwanbeck
Carole Lukanen
Marice Zimmer
Randee Berg
Amanda Folwick
Suzanne Grant
Jamie Showalter
Marlys Lacroix
Nancy Hunter
Darlene Lampton
Melissa Elmquist
Lori Feyen
Kenneth Nelson
Sarah Kenemore
Marilyn Deuschle

20 Years of Membership

Judy Himango
Lori Bebo
Barbara Olson
Arlys Debeer
Rebekah Utz
Tonya Maciej
Lynelle Dwyer

25 Years of Membership

Bonnie Dybdahl
Diane Valentyn
Linda Brown
Arna Farmer

30 years of Membership

Mary Driscoll-Ault
Diane Dwenger
Barbara Erb
Mary Rabehl
Mary Ryden
Priscilla Blom
Jayne Sigurdson
Gayleen Kirchner
Glennnda Erickson
Cheryl Schrepfer

35 years of Membership

Joyce Wuotila
Terry Bernardy
Elaine Deutchman
Sandra Majerus-Lieser

40 Years of Membership

Linda Kirkeby

Congratulations

New MN Food Code Effective January 1, 2019

Minnesota's new retail food code will go into effect on January 1, 2019. The state-wide requirements are changing for the first time since 1998. In most cases the Minnesota is just coming in line with the FDA Food Code changes since then. These are a few highlights regarding the changes:

- The term "**Certified Food Protection Manager**" (**CFPM**) replaces "Certified Food Protection Manager" (CFM) and the requirement is based on risk and food processes rather than type of food operation.
 - *Note: Nursing Homes = High risk*
- "Potentially hazardous food" terminology has changed to **TCS foods** – those that need "time/temperature control for safety".
- The time period to apply for MN Food Protection Manager Certificate after completing a food safety course and exam has been shortened to 6 months; the grace period for renewal has been eliminated. CFPM Certificates must be renewed BEFORE the expiration date.
- A section on food handling and safety for highly susceptible populations has been now added.
- Hot-holding temperature has changed from 140°F. to 135°F.
- Operations must establish procedures for employees to follow when cleaning up vomit or feces.
- The requirement for nail brushes has been eliminated.
- Operations must provide handwashing reminder signs at all handwashing sinks used by food employees.
- Formal requirement that all food establishments prevent bare hand contact with ready to eat food by using single-use gloves, utensils, or other single-use articles such as deli paper.
- Adds some flexibility in the requirement for all equipment to be ANSI/NSF approved.



For more information on the above changes and others, visit the [MDH Partnership and Workforce Development - Food Safety Partnership website](#) and sign up for the quarterly newsletter. You can also view sections of the MN Food Code training videoconference that held in September 2018 to learn more.

Government Affairs Report

Colleen Zenk, CDM, CFPP
Gov't Affairs Spokesperson



I continue to support and monitor efforts to recognize and legislate the CDM, CFPP credential within our state. The challenge is the shortage of CDMs to fill vacancies within facilities that must comply with the new CMS rule. The MN ANFP Education Committee has been assisting in communicating the options available for taking the dietary managers course and the process for certification to healthcare associations, administrators and culinary schools with the goal of increasing the number of CDMs in the state.

With the changes in the MN Food Code I continue to serve as a resource to those who have questions regarding whether a MN Food Protection Manager Certificate (CFPM) is also needed by a CDM within a healthcare facility. It really depends on what type of license your facility has. If you have a separate food establishment license (i.e. a restaurant) license you will need to have at least one person-in-charge (the CDM) who is also a Certified Food Protection Manager (CFPM) and has a current certificate issued by MDH. The sanitation hours offered at the fall conference provided 42 CDM's with the continuing education needed to maintain/renew their MN FMC. MN ANFP is committed to helping CDMs with this process.

ANFP joined forces on Capitol Hill with The Opportunity America Jobs and Careers Coalition (OAJCC), to pass two major bills in Congress. The ***Strengthening Career and Technical Education for the 21st Century Act***, was signed by the President on July 31, 2018 and will incentivize industry-recognized credentials like the CDM. ***The Promoting Real Opportunity, Success and Prosperity through Educational Reform (PROSPER) Act*** reauthorizes the Higher Education Act with resources for industry-led "earn-and-learn" programs and more flexible Pell Grants to help students pay for competency-based programs offered with community colleges. In addition, ANFP will continue to foster partnerships with other Healthcare Associations to cover the need for qualified CDMs in healthcare communities.

Join the cause and become a member of the [ANFP Grass-ROOTS](#) network. Please consider giving to ANFP's political action committee, ANFP-PAC, which is integral to our visibility and success on Capitol Hill. Finally, please support your state chapter and spokesperson, become a CDM brand ambassador, and mentor and educate new CDMs! PAC donations are not tax deductible but are important to continue this work. You can get more information on the ANFP website under Government Affairs.



**Food and Consumer Science
Professionals to hold 2nd annual Food
Safety Conference – CEUs available**

FCS Professionals invite you to the 2nd

Beyond the Basics:

The Future of Food and Food Safety

Friday, February 22, 2019
Edina Country Club.

Program Highlights

- The January 2019 release of the updated MN Food Code
 - Kim Carlton, MDH
- How one business selects food suppliers and how their preparedness helped them navigate a massive food recall
 - Angie Ames, QA, Kwik Trip
- How technology is detecting and tracking food-borne illness
 - Craig Hedberg, Epidemiologist UMN School of Public Health
- The cutting-edge developments in using food compounds to target and treat cancer
 - Dr. Da Qing Yang, Hormel Cancer Institute, UMN
- Menu planning that focuses on nutrition for your genes
 - Amanda Archibald, Founder, The Genomic Kitchen

The program will include a wonderful brunch.

5 CEUs available for CDMs and RDs (3 in food safety & 2 in food science (general))

Watch for registration information in your email starting in January. For complete program details visit www.fcsprofessional.org

Have you heard?

New Professional Ethics CE Requirement

At a recent meeting, the Certifying Board for Dietary Managers (CBDM) voted to require that CDM, CFPPs earn one continuing education (CE) hour focusing on professional ethics during their three-year recertification period. This new policy is effective June 1, 2019. This policy will not impact the total number of CE hours required over three years, which will remain at 45. Those whose three-year cycle ends May 31, 2019 will NOT be required to submit one CE hour in professional ethics by May 31, 2019; requirement will take effect in their next 3-year period. All CDM, CFPPs will need to earn one CE hour beginning June 1, 2019.

**ServSafe® Course and Sanitation
Hours Offered at Leading Age
Conference in February 2019**

Colleen Zenk will be teaching a ServSafe® course and two sanitation breakout sessions at the Leading Age Conference in February. ServSafe will be a full-day pre-conference workshop on Tuesday, February 5 and requires pre-registration with a separate fee.

The breakout sessions, titled “What’s Lurking in Your Kitchen? Infection Control for Food-service” and “Preventing Foodborne Illness in Foodservice & Healthcare Operations” will be held Wednesday afternoon, February 6.

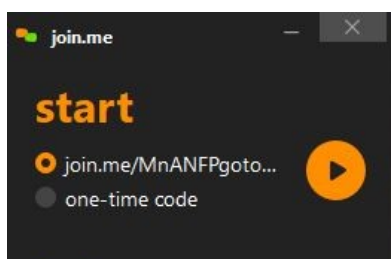
If you are a Leading Age member, consult the [Leading Age Institute](http://LeadingAgeInstitute) website for registration details. The early bird deadline for ServSafe® registration is January 7; final registration deadline is January 18. This will allow books to be sent to participants in a timely manner.

Stay in Touch With Your MN ANFP Chapter and Board of Directors

The 3rd **Wednesday** of each month is
MN ANFP Chapter Connect Day unless
an in- person board meeting scheduled.

Join President Jess from 10 to 10:30 a.m.
for a Chapter & Board
Join Me Meeting Conference Call

- All members are invited to audit these meetings.
- It's a great opportunity to learn if you serve on a committee or are considering becoming a volunteer.
- Dates are listed on the chapter website under "Chapter Events."



Follow MN ANFP at:

<https://www.facebook.com/mnanfp/>

"Like & follow our page"



Help us get to 1/2 of our membership engaged with us on Facebook. Our goal is 235 likes and followers.

2019- 50 years in the making!

Minnesota ANFP is celebrating 50 years of service to our members in 2019. Our board of directors is working hard at ensuring there are exciting and rewarding opportunities for all members to participate in for this half century anniversary. From chartering a bus to St. Louis to volunteer events, community give back days, and the annual fall conference you won't want to miss. This upcoming year will be one in a century (well half century!) Looking forward to an exciting year

Jeffrey Wuollet
President Elect

Network with your Colleagues at these ANFP events

March 14-15, 2019
Spring Regional Meeting
San Diego, Calif.

April 4-5, 2019
Spring Regional Meeting,
Pittsburgh, PA

June 26-29, 2019
Annual Conference & Expo (ACE)
St. Louis, Missouri



Were going to St. Louis!

Minnesota ANFP is going to ACE (Annual Conference & Expo) that is being hosted in St. Louis, MO. Our Chapter will be chartering a tour bus and heading to ACE the end of June. We are opening the passenger list to Minnesota members first, if not all seats are filled we will open to other states (North/ South Dakota, Iowa and Wisconsin) who have members interested as well. Additional seats remaining will be on a first come first serve basis for family members and one-way goers! The cost is set at \$125 for round trip. Interested parties should e-mail President Elect Jeffrey Wuollet at jwuollet@monarchmn.com to get their name on the list and for additional information.



In Minnesota Nice Fashion ...

MN ANFP Chooses Sharing & Caring Hands and the Needs of the Homeless for Community Service Project

Conference Attendees brought personal items and disposable diapers to be donated to Sharing & Caring Hands.



Members who volunteer at the site receive a T-Shirt as a Thank You honoring our 3 distributor supporters who assisted in providing the food.



The best way to describe the experience is very humbling. Sharing & Caring is the best message, as that is truly what we did and the homeless were all so very appreciative & gracious.

The group that prepared the breakfast comes weekly on Monday and were so helpful.

We brought, prepared and served Lasagna, Green Beans, Garlic Bread, & Cookies for lunch.

Our thanks to our vendor partners for this day—Martin Brothers & Oak Terrace.

Our next event is Tuesday January 29th, and we have 8 of the 12 volunteers signed up.

Our 3rd event is scheduled for Monday March 11th. We need 10 additional volunteers for that one.

Some of the volunteers have been coming there to serve for 10 years!!

Mary Jo actually comes and leads prayer and thanks the volunteers in the kitchen before breakfast service. She is back and greets volunteers before lunch and then gives words of hope & prayer to the lunch guests.

Just one person & a few hours can impact so many that are struggling with homelessness perhaps through no fault of their own.

May God Bless the MN ANFP.



Members, Brokers, Distributors & Your Family welcome to participate in Sharing & Caring with MN ANFP



Help the Needy. Serve the Poor

How can you participate:



At the Annual Conference:

Bring an item to donate to the registration table during the conference & receive a complimentary beverage ticket for the Networking Reception from 6 to 8 on Thursday Oct. 18th. Requesting donations of personal hygiene products, large diapers and wipes

Sign up to Volunteer on site at the Conference or by contacting Marj Smith: by text: 260-417-0658 by email: msmith@oakterraceliving.com.

Volunteer at the site: 10 Volunteers are needed each time. Participants will receive a MN ANFP Sharing & Caring T-Shirt as a Thank You We are to arrive by 9:15 am and we will be serving breakfast and making and serving lunch.

(They said that what most do is bring the food pretty much ready and just heat it up) However since we are serving breakfast and lunch it should not be too much of a problems and depending on what we serve.

Location: 525 North 7th Street, Minneapolis, MN 55405 612-338-4640 info@sharingandcaringhands.org

Dates to Choose From: Monday November 12th • Tuesday January 12th • Monday March 11th

Volunteers will receive a reminder email with directions, the kitchen is on the 2nd floor.

Service Hours:

Monday- Thursday: 10:30AM - 11:30AM & 1:30PM - 2:30PM

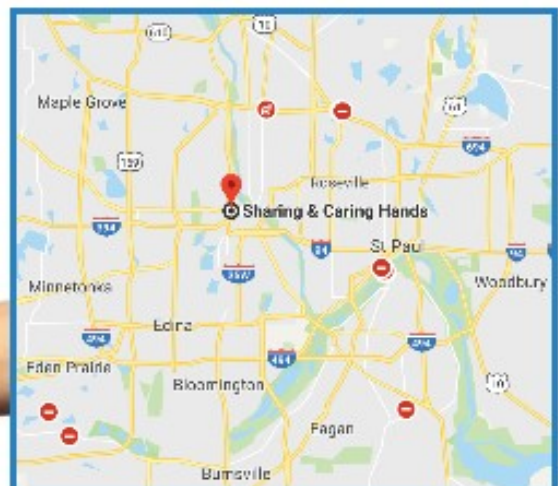
Closed Friday - Sunday

Meal Times:

Monday - Thursday 10AM, 12PM & 3:30PM

Closed Friday - Saturday - Sunday: 9:30AM & 11AM

Mary's Place: 401 North 7th Street, Minneapolis, MN 55405



ANFP | MINNESOTA 
Association of Nutrition & Foodservice Professionals

Maintaining Your Credential

CDM, CFPPs have worked hard to earn and maintain their professional certification. CBDM policies and procedures for CE Self Reporting and CE Audit are designed to uphold the integrity of the credential and help CDMs gain a professional edge with continuing education that meets defined standards. You must pay your certification maintenance fee yearly.



As a CDM, you are responsible for tracking your own CE hours and submitting them by the end of your three-year recertification cycle. Each year, a selection of CDMs will be audited, either randomly or due to insufficient CE hours. If you happen to be selected for the audit, here's how the process works.

- Every three years, CDMs are required to earn and self-report 45 hours of CE, including 9 hours of Sanitation and Food Safety. Beginning June 1, 2019, one CEU in Ethics will need to be included.
- CDM, CFPPs whose three-year recertification cycle ended on May 31 are subject to CBDM audit policies and procedures.
- Each year, some CDMs who have met their CE requirements, are randomly selected for audit. All CDMs who have not met their CE requirements will be automatically placed in the audit process.

Timeline:

June 1st (or the first business day after) you will be notified by email and must submit the required submit CE documentation to the CBDM by June 30.

June 30 through August 15 – CBDM conducts audit of individual records including required documentation submitted.

August 15 through August 31 – results of audit sent via e-mail.

September 1 through November 30 – 90-day extension period in which to earn and submit the CE hours that are deficient.

September 15 – Appeals due

Save & Submit CE-related Documentation for two three-year certification cycles.

Verifiable documentation can include:

- Certificate of attendance provided at end of conference.
- Program/Agenda – that verifies program date, length & subject matter.
- Checklist of the sessions on the program that you attended.
- A receipt of your conference registration.
- See page 6 of the CBDM Guide to Maintaining Your CDM, CFPP credential for more details.

The preferred method of submitting required documentation is by uploading the documents in your CE record.

Record-Keeping Hint!

Set up a 3-ring binder with copies of all your documents.
Or set up an electronic file with scanned copies. If you are audited everything will be in one place.

Membership Verification

Go to www.anfponline.org. Click on the member login screen. On the left side you will see CDM Verification. Enter your membership number. You can print your membership documentation for this location. It is also recommended that you include the **Scope of Practice** for your credential. Pass these documents on to your Human Resources Department.

Be sure to keep your email and contact information up-to-date at ANFP!!!

Have you updated your personnel file recently?

Provide these items to Human Resources for your record.

Scope of Practice, Job Description, & Verification of Credential Status



Scope of Practice

NUTRITION / FOODSERVICE MANAGEMENT / FOOD SAFETY / PERSONNEL MANAGEMENT / BUSINESS OPERATIONS

A **Certified Dietary Manager, Certified Food Protection Professional (CDM, CFPP)** has passed a nationally recognized credentialing exam offered by the Certifying Board for Dietary Managers. Continuing education is required to maintain this credential. The exam is written by content experts, and administered by an independent professional testing company. The exam consists of 160 questions that have been pre-tested and proven valid and reliable. Questions cover five competency areas which fall under these major headings: Nutrition, Foodservice, Personnel and Communications, Sanitation and Food Safety, and Business Operations. The CDM, CFPP credential indicates that these individuals have the training and experience to competently perform the responsibilities of a certified dietary manager. CDM, CFPPs work together with registered dietitian nutritionists to provide quality nutritional care for clients and perform the following tasks on a regular basis*:

- Conduct routine client nutritional screening which includes food/fluid intake information
- Calculate nutrient intake
- Identify nutrition problems using established guidelines to distinguish between routine and at risk individuals
- Identify food customs and nutrition preferences based on race, culture, religion, and food intolerances
- Implement diet plans and diet orders using appropriate modifications
- Utilize standard nutrition care procedures following ethical and confidentiality principles and practices
- Document nutritional screening data in the medical record and complete forms (i.e. care plans, MDS, etc.)
- Review intake records, conduct visual meal rounds, and document food intake
- Participate in care conferences and review effectiveness of nutrition care
- Provide basic diet information using evidence-based educational materials
- Develop and implement menus that meet individual nutritional needs in accordance with established national guidelines
- Specify standards and procedures for food preparation
- Continuously improve care and service using quality management techniques including quality control standards and food waste policies
- Supervise preparation and serving of therapeutic diets and nutritional supplements
- Manage a sanitary foodservice environment
- Protect food in all phases of preparation, holding, service, cooling, and transportation
- Purchase, receive, and store food following established sanitation and quality standards
- Purchase, store, and ensure safe use of chemicals and cleaning agents
- Manage equipment use and maintenance
- Develop work schedules, prepare work assignments
- Manage goals and priorities for the department, establishing short- and long-term goals and communicating internally and externally
- Interview, hire, and train employees
- Conduct employee performance evaluations
- Recommend salary and wage adjustments for employees
- Supervise, discipline, and terminate employees
- Supervise business operations of foodservice department, implementing cost effective procedures and managing revenue-generating services
- Prepare purchase specifications and orders for food, supplies, and equipment
- Develop annual budget and operate within budget parameters
- Develop and implement department policies and procedures
- Comply with federal and state regulations related to effective food and nutrition services

**Validated by the 2014 Dietary Manager Job Analysis Study performed by Applied Measurement Professionals, Inc., and required by the National Commission for Certifying Agencies (NCCA). The CDM Certification Program is accredited by the NCCA.*