



**Minnesota ANFP Board Meeting**  
**11/10/2021| 5:30pm-7:30pm**  
**North Star Tavern, Bloomington Minnesota**

**AGENDA**

**Attendees: Kristi Salisbury, Franki Lorenz, Marj Smith, Allison Josephson, CarieAnn Williams, Colleen Zenk, Jeff Wuollet, Nickie Hebert, Dawn Nickleson, Jessica Weisbrich**

<b>Time</b>	<b>Agenda Item</b>	<b>Expected Outcome</b>	<b>Presenter</b>
<b>5:30 pm</b>	Order Dinner	Action	Board Paid Expense
<b>5:40pm</b>	Call to Order	Action	Nickie- President
<b>5:45pm</b>	Approval of minutes (sent out prior for review)	Action	Jessica- Secretary
<b>5:50pm</b>	Treasurer's Report- See attached Discussed potential for utilizing a different bank for ease of transactions throughout state and transition of officers	Information	Franki, Treasurer
<b>6:00pm</b>	Committee Reports  *Scholarship (5 mins)  *Vendor (5 mins) -not present- no updates at present  *Conference Program (15 mins) <i>Review of 4 hour CEU hosted by MN ANFP</i> <i>See attached summary</i>  Government Affairs/Brand Ambassador (5 mins)  Education (5 mins)  *Communication (5 mins)- Discussed platforms MN ANFP currently using and how we can maximize for our needs. Ad Hoc Technology committee to meet.  *Strategic Plan (5 mins) <i>Service Project -unable to do current project due to covid; will explore opportunities for 2022</i>	Information	Board Liaisons

	*Technology (10 mins) <i>Review of current subscriptions</i>		
<b>6:50pm</b>	New Business CDM of year award presented to Allison- Congrats!!	Information	
<b>7:00pm</b>	Open forum	Discussion	
<b>7:30 pm</b>	Adjourn	Action	

ANFP Treasurer Report:  
As of November 10<sup>th</sup>, 2021  
Checking has a balance of \$23,923.42  
Recent deposits of \$35.14 From Wells Fargo Claim  
\$1365.00 From Chapter Rebate  
Waiting on deposit from Convention.

Savings has a balance of \$19,539.37

Submitted:  
Franki Lorenz CDM CFPP  
MN ANFP Treasurer

Next meeting planned Wednesday, January 12<sup>th</sup>; Location TBD.

Addendum- Business conducted after board meeting:

12/20: Motion to board to pay whova fees to get discount. Passed by majority.  
Notes: This morning Dawn, Colleen, Jeff & Dorothy met as the technology committee. The recommendation that we are asking you to vote on, is to enter into a contract with Whova for the 2022 Fall Conference and the same packa

The difference between a vote by the 23rd and the January 12th Board Meeting is a Savings of \$1060. We feel this is substantial and allows us to be good stewards of our members funds. However, we are asking the Exec Committee to vote and permit us to do this. With an approved Vote, Dawn and I will follow up. Cost of Whova for 2022 is \$2,379.

Full committee report will be given at the January 12th Board Meeting.

Yes, I approve expenditure prior to 12/31/2021.  
No, I want to discuss further and am willing to follow up with a committee member.

12/20: Motion to board via email to sponsor a booth at 2022 Leading Age Institute for \$500.  
Passed.

Board will coordinate staffing of table and provide materials to share with those who visit the booth. We will be on the ballroom concourse (not exhibit hall) with great access to all attendees of the conference.

## 2021 Award Nominations

<b>CDM of Year</b>	<b>Foodservice or Culinary Dept of year</b>
Dawn Nickelson	Winloom Area Schools
Allison Josephson	Catholic Charities of St Cloud- Kari Machacek
Karla Fischer	
<b>Ambassador of Year</b>	<b>Partnership of year</b>
Jill Heinen RD	Margene Reno RD
	Lakewood Health System
<b>Government Affairs</b>	
Kris Ehresmann	

<b>Program Content</b>	5: (33)	4: (17)	3: (1)	
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<b>Virtual Platform</b>	5: (26)	4: (18)	3: (5)	2: (2)
<b>Speakers</b>	5: (31)	4: (18)	3: (2)	
<b>Overall Rating</b>	5: (32)	4: (17)	3: (1)	

Describe what educational knowledge you have gained:

#### MN Food Code

- Refresher on MN Food Code, Inspection Readiness
- Changes in the food code, different cooking ideas
- Deeper dive into the MN Food Code, and training ideas.
- Good to hear from a Minnesota inspector
- The 1st speaker on the food code. I learned a lot for teaching serve safe
- Update on the MN Safety and Sanitation and employee illness
- Reinforced knowledge of food code
- Continued learning on the regulations etc.
- Learned a lot about the food code that I didn't know before
- New regulations
- New Food Code
- What the differences are between a CDM/CFPP & pic and their responsibilities.
- It was a good refresher to go over the food code.
- 1<sup>st</sup> impressions, new sick log, new employee training,
- Learning about Pasteurized eggs was interesting

#### Food safety – general comments

- Good refresher course
- Great reminders on food safety (Several similar comments using "reminder")
- Much of the content was review which is important (Several similar using "review")
- Brushed up my food service knowledge
- It is always good to have refreshers on sanitation to ensure we are doing the right thing especially during this pandemic
- Good information from all the speakers.
- Forming good habits with starting small. Too big one never really accomplishing what you start
- I thought the event was good and content was beneficial
- Being a new CDM I wrote down some websites to check out

#### Training Staff

- I learned from each of the speakers so that I can in-service and educate my staff.
- Just remembering the importance of food safety that we need to practice every day for the residents we serve

- The 2nd speaker. On how to build your habits. It takes 21 days. Make a difference by making small changes
- Good ideas on how to keep staff motivated on doing it right
- Check the checklist
- Post Employee performance, survey readiness, day to day operations.
- The new sanitation forms, update staff, and share and change the sanitation forms.
- Already put notices on juice, ice, and coffee machines for those using them
- I would like to have a three-ring binder of information on equipment
- Will keep me up to date for when I return to foodservice
- The session "Are You Ready for Your Inspection?"--is a great tool in refining staff in their expectations.
- By doing what we already do but being more attentive
- Follow-up to make sure we are compliant
- Will discuss with Maintenance Manager about keeping up with equipment maintenance
- Re-enforce the standards we have in place but have slipped during covid.
- Food safety and sanitation are used daily in my job.
- I will use active managerial control to ensure that documentation is completed to demonstrate that standards are being met. I will encourage and model best practices to my staff.
- Work on cleaning schedules to make sure the cleaning is getting done.
- I will use a lot of the information for staff education/reminders.
- With the changes to ALF for our group homes, all of this training is beneficial and will be great resources to use at our meetings. MN Food Code is always a hot topic, and many questions are asked especially by new staff.
- All sanitation is in place. It is always great to have refreshers on Sanitation
- I can teach my coworkers what I learned
- I am going to look more into the employee training tools and implement some changes
- Use documents and resources for training staff
- More awareness/staff instruction/lead by example
- Most of what was discussed is already implemented
- Will inform maintenance to put this on their cleaning schedule
- Provide staff education and posters for reminders
- Working with staff to understand keeping the equipment in working order saves all of us time
- Become more familiar with MN Food Code
- Continue to provide education to the staff about safe food handling, sanitation, and the importance of handwashing.
- Print off the information for my staff so we can review as a team
- Prioritize (make list) one area at a time. Again, starting small
- Make changes to implement what I learned
- I printed off some of the visuals and went over with my staff; reviewed appearance of the kitchen and how we clean nightly

Would you have participated if CFPM renewal was not offered?

- Yes: (40)
  - I would have participated either way. I need and want the education hours for my job and also certification.
  - For CEUs

- Memory care topics
- I was really excited about leadership w/ Scott Savor, and the mental health personal roadmap.
- IDDSI – lots of fear in how to implement correctly or fear of failing at it
  - More on IDDSI
- Areas of interest to non-healthcare foodservice professionals
- Current trends – hot topics
  - I always like getting the newest updates on any changes that take place.
  - Keeping up in new trends.
- Annual survey prep
  - I would like to hear more about state surveys and what they look for
  - Maybe some information on the top tags of the year or what we should be looking for in regard to survey readiness and how surveys have gone with COVID.
- I always like food safety but would like how to do more with less staffing; keeping positive attitudes; ethics; ALF regulations
- MDS and nutrition assessment education
- Computer new programs update
- How to stand up for yourself with administration that doesn't respect the CDM credentials
- I enjoy hearing what other facilities are having concerns with, state survey results, and seeing new products to implement in the dietary department.
- During Covid? A motivated speaker. (Probably wouldn't work for Sanitation)
- Less sanitation – more topics geared toward CDM job
- More geared towards CDM instead of ServSafe/CFPM
- More CDM stuff
- Would like to hear/see Chef Nick in person

#### General Comments

- Topics were great – good variety
- Everything necessary was taken care of.
- I've always liked what we have had.
- think the team does a good job of selecting a variety of topics
- ANFP and presenters are doing great in this area, making sure a variety of topics are offered.
- Doing a great job, I really miss the in-person networking, but glad to get the CEU's

What suggestions do you have for future meetings? (Moved comments related to "topics" to above summary)

- More webinars and ways to get CEUs
- Continue to offer things like this for our education requirements
- More CEUs – we usually get 10-12 for a conference, this was only 4
- Keep me posted
- More interaction
- Very grateful for this meeting. The audio issue was minor and the only thing I can think of to work on.
- With Covid I hope class are continued to be offered
- The meeting went smoothly, was easy to navigate, get to the sessions and notes
- Virtual Meetings
  - I like the virtual because we are all so busy at our jobs.
  - Virtual is a nice option for those of us who are short staffed, and the conference is a drive.

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