

**NEVADA FOOD SAFETY TASK FORCE**  
**FOODBORNE ILLNESS AND FOOD SECURITY PREPAREDNESS AND  
RESPONSE**

**DEVELOPING AN ACTION PLAN TO ESTABLISH A STATEWIDE  
STRUCTURE AND NETWORK**

*Stratosphere Casino, Sunrise Room-104<sup>th</sup> Floor  
Las Vegas, Nevada  
Friday, May, 20, 2005*

**Task Force/Workshop Agenda**

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|---------|--|
| 8:30 am | Introduction/Task Force Administrative Business  |
| 9:15 am | Workshop Overview/<br>Developing a “Deliverable” Action Plan   |
| 9:30 am | Task Force Members Expectations/Desired Outcomes from the Workshop   |
| 9:50 am | Use of an Existing Assessment Model<br>Standard #5 – FDA Voluntary National Retail Food Regulatory Program Standards |

Elements of the Standard

1. Investigation Procedures
2. Reporting Procedures
3. Laboratory Support Documentation
4. Trace-back Procedures

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|----------|---|
| 10:30 am | Break   |
| 10:45 am | <u>Elements of the Standard (continued)</u><br>5. Recalls<br>6. Media Management<br>7. Trend Analysis |
| 11:15 am | Questions & Answers Regarding Criteria  |
| 11:30 am | LUNCH   |
| 12:30 pm | Assessment and Prioritization of Objectives within the Elements of the Standards (Gap Analysis)       |

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**Task Force/Workshop Agenda (cont.)**

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|---------|---|
| 1:00 pm | Review of the Elements  |
| 1:45 pm | Options for Establishing an Action Plan   |
| 2:00 pm | BREAK   |
| 2:15 pm | Outlining an Action Plan/<br>Establishing Specific Steps to Address First Objective <ul style="list-style-type: none"><li>- Action Items</li><li>- Appropriate Resources/Expertise</li><li>- Define Roles/Responsibilities</li><li>- Establish Time Lines</li><li>- Determine Oversight Responsibility for the Plan</li><li>- Review Process for Integrating All Stakeholder Groups</li></ul> |
| 3:30 pm | Desired Outcomes for Next Meeting   |
| 3:45 pm | Workshop Summary/Questions  |
| 4:00 pm | Adjourn   |