

# **Poultry Industry Food Safety Council**

## **PURPOSE:**

The Poultry Industry Food Safety Council (PIFSCo) is established as an all-poultry industry group to facilitate collaboration across all segments: broiler, turkey, layer, duck, and breeder, to develop and share science-based strategies for addressing food safety challenges within the poultry industry. PIFSCo, through industry collaboration, will serve to develop and disseminate food safety information to the industry and prioritize research needs.

## **MISSION:**

Enhance food safety in all poultry industry segments through coordinated development and sharing of best practices, identifying research gaps, communicating effectively, and educating where appropriate.

## **MEMBERSHIP:**

### **COMPOSITION:**

Participating members are allowed and encouraged from all segments of the poultry industry, including allied and academia, as approved by the PIFSCo Executive Board and with paid current membership fee. Industry Trade Associations and academia will be provided with ally membership without dues obligations and with participation as defined by the Executive Board.

A member is defined as a dues paying entity with terms of membership for one year. Each member has one vote. Non-dues members will not be allowed voting privileges.

### **RESPONSIBILITY:**

It is the responsibility of the **Members** to participate in working group meetings and work collaboratively to develop, document, and share best practices that advance the purpose of PIFSCo. The members are also responsible for working on other industry priorities identified by the Executive Board.

In January of each year, the incumbent **Executive Board Vice Chair** will assume the position of **Executive Board Chair**. The incoming **Executive Board Chair** will be responsible for calling for the election of a new **Executive Board Vice Chair** from the general membership. Each current **Member** will be afforded a single vote for the **Executive Board Vice Chair**. The incoming **Executive Board Chair** will also be responsible for nominating vacant Executive Board positions.

In the event that either the **Executive Board Chair** and/or **Executive Board Vice Chair** position become vacant, the Members will be responsible for voting on replacements.

## **GOVERNANCE:**

PIFSCO will be governed through an **Executive Board** appointed by the **Executive Board Chair** and representing all segments of the collective poultry industry. A representative **Administrator** will assist in meeting preparations and other administrative duties as defined by the Executive Board.

### ***Executive Board***

The Executive Board is composed of 13 members who are appointed by the **Executive Board Chair** and will serve a two-year term, including the Executive Chair. The members will be appointed to ensure all segments of the poultry industry are represented. Segment board seats will be allocated as such:

- 2 members each representing **Chicken, Turkey, Egg, Breeders**, and **Allied industry**.
- 1 member representing **Ducks**.
- 1 member representing **Foodservice/Retail**.
- 1 member selected from **At-Large**.

Executive Board members will each serve a 2 year term to allow for continuity with board membership. For the inaugural year, half the Executive Board members will be asked to voluntarily resign to all for rotation and board continuity.

### **Responsibilities of the Executive Board:**

1. Govern Council affairs
2. Approve financial expenditures/budget
3. Support committee meetings and programs
4. Identify project topics
5. Appoint members and leads for projects
6. Recognize membership applications

### **Responsibility of the Executive Board Chair:**

1. Assure duties of the Executive Board are performed
2. Schedule meetings minimum twice a year with assistance by the Administrator of the Executive Board
3. Mentor Executive Board Vice Chair on role and responsibilities
4. Communicate to the membership on Executive Board activities.

### ***Administrator***

The Administrator is a representative of US Poultry and Egg Association and serves to provide member billing, meeting facilitation, and accounting services.

# PIFSCo Organizing Plan

DRAFT

**To: Potential Poultry Industry Food Safety Council (PIFSCo) Members**

**RE: Organizing Activities**

Thank you for your interest in participating in the newly formed Poultry Industry Food Safety Council. This letter is to provide information on the organizing activities and opportunities for your participation.

To assure a smooth start, an Organizing Committee has been formed with the following members: Alice Johnson (Butterball), Kevin Atkins (Perdue), Michael Rybolt (Tyson), Angie Siemens (A Siemens Consulting), Steve Snyder (Claxton Poultry), and Tom Smith (Hormel Foods). Kevin Atkins has agreed to serve as the first PIFSCo Chair. US Poultry has agreed to be the administrator of PIFSCo.

## **Next Steps**

- Please confirm your interest in being an PIFSCo member by RVSP to this email. Please include the primary contact's name and email address.
- Review draft PIFSCo charter.
- An invoice will be forwarded to the primary contact from USPoultry. Membership is \$1000 annually. See definition of Member in draft Charter.
- Attend the PIFSCo Member meeting at IPPE (Thursday January 30, 2025 7am-10am room B403)
  - Review charter and answer any questions
  - Vote on charter
  - Vote to support chair and vice-chair
  - Budget review
  - Executive committee actions review
  - Establish Best Practice Working Groups

Please contact any of the Organizing Committee members if you have any questions or suggestions.