

**Food Innovation Team
Meeting Minutes
July 20, 2021**

Today's meeting was held via WebEx

Members present included: Jane Jewett, Lolly Occhino, Joe Jurusik, Noelle Hardin, Jane Knott, and Jodie Burke

Visitors present included: Jeff Luedeman, Alida Sorenson, Wendy Spanier, and Natasha Hedin

The meeting started at 9:02 a.m.

May meeting minutes were accepted

1. Upcoming Dates

The next Food Innovation Team (FIT) Meeting will be Tuesday, September 14th via WebEx.

2. Discussion on FIT Reviewing AARs in Addition to Cases

Jane Jewett's comments

- The goal of having these discussions would be to identify:
 - o (1) How cases were resolved,
 - o (2) What the discussions were around resolution, and
 - o (3) A method to capture the information so the information can be referred back to

Jeff Luedeman's comments

- Some things to consider:
 - o AARs are typically conducted by the team who does the work – this is not an AAR of FIT cases that the team has heard already and whether we were successful in identifying paths forward
 - o Need to consider the outcome of the discussion – is the AAR a reflection on best practices and lessons learned with how the team worked and then next steps? What is the scope?

Jodie Burke's comments

- Difficult to select from all the resolved cases. How do we choose?

Wendy Spanier

- The MDH works on these types of licensing determinations every day. There are many firms that don't fit into our regulatory bounds and need to be explored.

Jeff Luedeman and Lolly Occhino provided a summary of the case of Step One Foods:

- Thinking we're going to see this model more frequently – could there be another licensing model for this type of company?
- The MDA licensing structure is due for an update.

Discussion and solutions:

- This is an opportunity to set aside time in each FIT meeting to further discuss some of these "resolved" cases and potential changes to licensing structure.
- This will allow for strategic assessment by the group. We could put together proposals that can be shared with the full FSDTF for further recommendations.
- FIT should update the original case form for these types of "AAR-style" discussions – but can still use that form to guide the content to be included and the discussion.

- Don't need to create a formal report as a result of these AAR discussions, but will keep a record of them in notes and can evaluate on a routine basis.
- It will be important to capture common trends in the food business world or parts of current food licensing that is not working for innovations in food businesses.

3. Documents Discussion

Standard Operating Procedure (SOP): The team will review the SOP for updates per today's discussion.

Spanish Translations: Natasha will circulate the accessible versions of the translated membership application and pre-screening intake form.

FIT Case Summary Table: The group reviewed the updated case summary table on the FSDTF website. Jodie Burke offered to update the document collaboration version with the Good Courage Farm case from the May meeting.

Review of Dropbox: The group discussed switching from Google Drive to Dropbox for document sharing. Jane Jewett offered to explore the use of Dropbox for document sharing and collaboration purposes.

4. Potential agenda items for September 14th:

- There maybe a couple of farmers' market/cross-border cases in the works for September.