

## Agenda

### Food Safety Trainers Network

Friday February 29<sup>th</sup> 2008

Chisholm Institute  
121 Stud Road  
Dandenong.  
Room A122

Present: Marion Brown, Ron Cross, Stephen Tryon, Denise Walker, Julie Grigg, Margret Leslie, Alison Hawkins, Ian Anderson, Sue Kirby.

|  |   |                                   |
|--|---|-----------------------------------|
| 9.45 – 10.00                               | Welcome   | Marion Brown                      |
| 10.00 til Lunch<br>(including morning tea) | <p><b>Discussion about the overview of the network</b></p> <p>2 plans proposed depending on outcome of reframing the future application</p> <p><b>Plan A</b> – Submit application for “Re-framing the Future”</p> <p>Discussion and agreement to apply:</p> <ul style="list-style-type: none"> <li>• Network.</li> <li>• Managing Change.</li> </ul> <p>Marion to apply for support funding.</p> <p>-Group to consider Guest Speakers to enhance network.</p> <p>-Ron Cross suggested a need for references and any resource material that may be of value with CALD clients.</p> <p>-Membership – hosting of meetings to rotate around all network members as support for network.</p> <p>Time line for Re-framing the future submission and dates for meetings were discussed.</p> <p><b>Plan B</b> – if not funded the Network will continue as a PD for stakeholders.</p> <p>The group agreed on formal Agenda, minutes and list of attendees.</p> <p>Communication will be via Email for now.</p> <p>Other platforms to be investigated by Margret – E Learning?</p> | Marion Brown and group discussion |
|  | Dates for Meetings – four per year.   |                                   |
|  | <p><b>Network Aims.</b></p> <ol style="list-style-type: none"> <li>1. Communication between stakeholders, RTO’s , Government Departments, Employees</li> <li>2. Provide a forum to encourage quality and consistency in training and assessment in food safety.</li> <li>3. Responsive approach to legislation, training package changes, industry and individual learning.</li> <li>4. Assist trainers develop employability skills – managing and developing a model/ tool/ mapping.</li> <li>5. Assist trainers to access Food Safety Information</li> <li>6. Manage updates and develop calendar of events for the year.</li> </ol>   | Group discussion                  |

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|                  | 7. Provide a voice – to other stakeholders including: CMM; DHS; EHO's; AIEH FOOD SIG; MAV (Municipal Assoc Vic); AHA (Australian Hoteliers Assoc ) /Restaurant Caterers Ass / RABQSA |          |
| 1.15 pm til 3 pm | DHS may be a platform for communications. Marion to discuss with new project officer re viability<br>National Retail Associations – may have state wide communication??              |          |
|                  | Moderation to continue on 2007 RPL document to ensure all learning outcomes are covered- Stephen Tryon will supply mapping to new endorsed units from Retail / Hospitality           | Stephen  |
|                  | Challenges – identity verification – discussion on documenting. What is required?  | Margaret |
| <b>TO DO</b>     | - RPL documents from 2007 to be checked<br>-Read Vic Competition & Efficiency Commission Report<br>-Read – Agri-Food Skills Council Doc – to be included as stakeholders??           | Group    |
| Close of Meeting | Next Meeting proposed for Friday May 23 <sup>rd</sup> at Master Grocers of Australia. Suite 9 Number 1 Milton Parade Malvern   |          |