

**CITY OF KERRVILLE, TEXAS
FOOD SERVICE ADVISORY BOARD MINUTES
OF A REGULAR MEETING**

January 25, 2024

MEMBERS PRESENT

Larry Wray, Member
Michael Clark, Member
Shonna Ebert, Member
Wendy Massey, Member
Daniel Portie, Member

MEMBERS ABSENT

Rebecca Dittmar, Member
Elena Ramirez, Member

STAFF PRESENT

Daryle Poe, Health Specialist
Dorothy Miller, Recording Secretary

CALL TO ORDER

On January 25, 2024 the Food Service Advisory Board meeting was called to order at 3:00 p.m. in the City Hall Council Chambers at 701 Main Street, Kerrville, Texas.

1. VISITOR/CITIZENS' FORUM

No visitors were present.

2. DISCUSSTION & ACTION ITEMS

2A. Election of Officers

Larry Wray asked for nomination for chair person. Hearing no nominations, Larry Wray nominated himself; nomination was seconded by Daniel Portie and passed 5-0.

Larry Wray asked for nomination for vice-chair person. Shonna Ebert nominated herself; nomination was seconded by Daniel Portie and passed 5-0.

Larry Wray took over as chair and resumed the meeting.

2B. Approval of minutes from the meeting of April 26, 2023.

Shonna Ebert moved to approve the minutes as presented; motion was seconded by Michael Clark and passed 5-0.

3. PRESENTATION

3A. Board Member Orientation

Daryle Poe presented a power point entitled *Food Service Advisory Board Fundamentals* and discussed the following:

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- Tools of the Trade
- Food Service Advisory Board information and duties
 - Appointment
 - Term of Office
 - Quorum
 - Ex Officio Member; records
- Duties and powers
 - Appeals
 - Interpretations
 - Advisory Matters

Meeting Procedure - Rules

- Rules of Order...Not Rule of Law
- Open Government
 - Open Meetings
 - Public Information Act (records)(Ch. 552, TX. GC)
 - Email, Social Media

4. STAFF REPORT

4A. General staff report

Daryle Poe reported the following:

- 15 new food establishment openings or change of ownership
- 7 food establishment closures
- 18 active mobile food units permitted inside the city limits of Kerrville

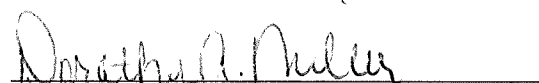
At the next meeting staff will discuss city's proposed changes to the mobile food unit ordinance.

5. ADJOURNMENT

The meeting adjourned at 3:11 p.m.

ATTEST:


Larry Wray, Chair


Dorothy Miller, Recording Secretary

02/29/24
Date Minutes Approved