



AAFCO
Organization Structure:
Improving Committees

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Proposed Committees

- Long Range Planning Committee discussions to date:
 - 11 Standing Committees proposed
 - 1 undecided - tentative
 - 3 Committees become “working groups”

Proposed Standing Committees

- Lab Methods and Services
- Collaborative Check Sample
- Feed Labelling
- Pet Food
- Ingredient Definitions
- Feed and Feed Ingredient Manufacturing
 - Sub-Committee - Feed Contaminants
- Inspection and Sampling
- Model Legislation and Regulation
- Current Issues and Outreach (Communications/States-Industry)
- Strategic Planning or Strategic Affairs (Long Range)
 - Sub-Committee - By-Laws
 - Sub-Committee - Finance
- Enforcement Issues – standing member closed session –
 - E-Commerce task force as appropriate



Proposed Committees

Strategic Planning or Strategic Affairs (Long Range)

- By-Laws
- Finance

Rationale:

- *long range planning have also been dealing with the immediate too*
- *financial stability/sustainability are linked to strategic planning*
- *the finance committee deals with the financial future and is a function of strategic planning*
- *includes setting up the annual budget*



Proposed Committees

Enforcement Issues – standing member closed session

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- E-Commerce task force as appropriate

Rationale:

- *group affirmed need for a forum to deal with enforcement issues*
- *discussion flow covered range from standing committee, sub-committee, investigator led, to task force structure operating at the direction of the Board*
- *significance of the enforcement area together with need for formalized structure for the petition process and an already busy Board compelled maintenance of a formal committee*



Tentative Committee

Education and Training – central coordination point for all Committee training fora

- Education Task Force
- Feed Administrator's Seminar
- Pet Food Workshops
- Labelling Workshops
- Laboratory Methods Workshops
- Inspection Training Workshops



Tentative Committee

Education and Training – central coordination point for all Committee training fora

Rationale:

- *Using technical material from other committees and integrate in focal point to support training (logistics), improve training consistency, courses and curriculum e.g.*
 - *Curriculum planning*
 - *Course instruction (SME from relevant Committees)*
 - *Course Design and Development*
 - *Technical Writing*
 - *Course Evaluation*
 - *Anticipate that travel restrictions will be impediment to attendance*

Non-Committees

A decorative graphic at the top of the slide features the text 'Non-Committees' in purple. To the right of the text are six circles arranged in two groups of three. The first group consists of a solid purple circle, a white circle with a purple outline, and another solid purple circle. The second group consists of a solid purple circle, a white circle with a purple outline, and another solid purple circle.

- **Audit Committee**

- becomes a working group aligned with the Treasurer position

- **Necrology/Life Member**

- becomes a working group aligned with the Secretary position

- **Nominating Committee**

- becomes a working group reporting to the Board



Committees

Working Association appointments remain unchanged but terms needed to be reviewed/revised

Committees

- *to deal with dynamic, continuing issues without time lines that may require extended considerations and/or constant review*
- *membership would come from the general association membership and could include outside advisors in non-voting roles*
- *charges need to be reviewed/revised*



Other Association Appointments

- **Investigators**

- to deal with a specialized review of pending definitions for proposed Official Ingredients and Terms

- membership would come from the general association membership and should consider existing experience, exposure, and/or interests in assignment to post.



Other Association Appointments

● Task Forces

- to deal with critical issues that are short lived and have a definite time-line to complete their task
- membership would come from the general association membership, could include outside advisors in non-voting roles
- the Board of Directors would provide both the time-limit and charge. Examples could include new legislative trends, such as FDAAA or AFSS, that needs to be reviewed for conflicts with the existing Model Bill or policies or the HACCP Task Force to provide recommendation for a specific charge

Other Association Appointments

- Working Groups

- to deal with critical issues that may not have a time-line, or at least may need an extended time-line, and/or may need to have a membership makeup different from either a Standing Committee or a Task Force
- membership and time-line for the Working Group would be decided at its commission, by its commissioning body, and could come from any source deemed necessary to accomplish its goal(s), including outside scientists or other experts. The commissioning body could be the Board of Directors, a Committee, a Task Force, or Investigator

Proposed Standing Committees

- Lab Methods and Services
 - *Encourage a "climate of excellence" among feed control laboratories by promoting effective communication, better qualified personnel, reliable equipment and accurate methodology.*
- Collaborative Check Sample
 - *Provide laboratory quality control tools to regulatory and industry laboratories engaged in the analysis of feeds and give regulatory officials indices of the accuracy of analytical methods.*
- Feed Labelling
 - *Evaluate labeling requirements set forth by the Model Feed Bill and Regulations to determine modifications needed to more effectively serve purchasers of commercial feed and feed manufacturers.*

Proposed Standing Committees

- Pet Food
 - *Responsible for interpreting, maintaining and recommending revisions to the official Pet Food Regulations, which are the standards for uniformity in legislation, regulatory principles, and definitions concerning pet foods.*
- Ingredient Definitions
 - *Review investigators' reports and serve as a peer group for all proposed new and revised definitions of feed ingredients and recommend Board action on them.*
- Enforcement Issues – standing member closed session –
 - E-Commerce task force as appropriate
 - *Develop and promote uniformity in enforcement policies and actions to ensure animal feeds are safe and effective for intended use.*

Proposed Standing Committees

- Feed and Feed Ingredient Manufacturing
 - Feed Contaminants (Sub-Committee)
 - *Work cooperatively with FDA and the feed industry and stakeholders in developing federal and state regulations and define processes to prevent, eliminate or minimize the potential for chemical, microbiological or physical contamination that may pose a risk to human or animal health.*
 - *Evaluate and identify the need for regulatory policy and actions to ensure that feed contaminants are considered in the quest for safe and effective feeds.*

Proposed Standing Committees

- Inspection and Sampling
 - *Work cooperatively with FDA and the feed industry in the development of effective inspection and sampling procedures and promote uniform application of those procedures.*
- Model Legislation and Regulation
 - *Provide timely and sound recommendations to the Board so that fair and just model regulation and regulatory principles are maintained by AAFCO. The recommendations may be adopted or used as guides by control officials responsible for enforcement of laws regulating the production, labeling, distribution and sale of commercial feed.*

Proposed Standing Committees

- Current Issues and Outreach (Communications/States-Industry)
 - *Disseminate information to the AAFCO membership, industry and other interested parties through brochures, publications and other means*
 - *Serve as a forum to advance new ideas, assist in resolving pertinent problems, promote better understanding, and serve as a model of government and industry cooperation*
- Strategic Planning or Strategic Affairs (Long Range)
 - By-Laws and Finance
 - *Provide recommendations to the Board as to emerging trends affecting the feed industry and AAFCO*
 - *Receive, review and suggest changes in the AAFCO By-Laws in order to maintain the by-laws to best serve the needs of AAFCO.*
 - *To develop and maintain procedures and protocols that allows the association to monitor its financial assets and¹⁷ ensure its financial stability.*



Tentative Committee

- Education and Training – central coordination point for all Committee training fora
 - Education Task Force
 - *Working with the AAFCO Board of Directors and Committees to identify and secure subject matter experts on education and outreach topics*
 - Feed Administrator's Seminar
 - *Plan and present the annual Feed Administrators Seminar. In addition, the committee is responsible for administering the AAFCO Feed Administrator Seminar scholarship program*
 - Pet Food Workshops
 - Labelling Workshops
 - Laboratory Methods Workshops
 - Inspection Training Workshops

Non-Committees



- Audit Committee
 - working group aligned with the Treasurer position
- Necrology/Life Member
 - working group aligned with the Secretary position
 - *Inform the membership of the death of an associate and appropriately remember the deceased associate at the Annual Meeting*
 - *Honor deserving feed control officials who have retired and are not involved in any way with the regulation, manufacture, distribution or sale of commercial feeds.*
- Nominating Committee
 - working group reporting to the Board
 - *Select individuals qualified to hold positions as officers or serve on the Board of Directors.*

Non-Committees



- Bio-Fuels Co-Products Task Force
 - *The Bio-Fuels Co-Products Task Force will draft educational materials (pamphlet, brochure, etc.) to distribute to bio-fuel producers to make them aware of regulations and other information that they may need to consider in order to produce safe products for consumption by animals and subsequent production of wholesome meat, milk, and eggs.*
- FDAAA Task Force
 - *To coordinate AAFCO's efforts in regard to the FDA Amendment Act (FDAAA) and to coordinate AAFCO comments submitted to the AAFCO Board of Directors on items regarding writing of regulations, including pet food regulations and feed safety.*



QUESTIONS?