

**AGENDA**  
**Strategic Affairs Committee**

August 7, 2019

10:15 am – 12:00 pm

1. Introductions and Agenda Review
  
2. Sub-Committee
  - By-Laws: Ken
    - AAFCO Conflict of Interest (COI) sign off for Chairs and Investigators
      - Consider examples of potential conflicts that are open but don't preclude other issues.
      - By-Laws investigate whether COI is needed where state/federal members have already signed COI with their respective employers. FDA will follow up where there are investigators that are FDA employees who have also signed COI.
      - By-Laws: clarify whether it is COI that prohibits versus disclosure for evaluation and more education/awareness of AAFCO members who will be asked to sign COI.
    - Review quorum language for the Board given there are 9 now instead of 7.
    - Consider using “appointed” advisors instead of “committee” advisors.
  
3. Strategic Planning 2017-20
  - Update from Responsible Committees
  - Addressing more priority goals
  
4. Strategic Planning 2021+
  
5. Other business

**Action Item Table:**

<b>Responsible</b>	<b>Item</b>	<b>Action</b>	<b>Timing / Status</b>
Linda/ Committee Chairs	Strategic Plan priorities 2017-20	Update FeedBin. Committee chairs asked to update as they make progress.	Update FeedBin per Midyear 2019 meeting reporting.
By-Laws (Ken)	AAFCO Conflict of Interest (COI) sign off for Chairs and Investigators	Follow up: 1. Suggestion that individual states that adjust their COE to include AAFCO could be used in lieu of the AAFCO COI. Committee commented that COI is different when acting on behalf of AAFCO versus conducting regulatory activities for a state. As well, this places additional work on AAFCO, including legal review. By-Laws will continue deliberation. 2. Consider how contractors and contractual employees should be covered with COI provisions. AAFCO currently has a number of contractual agreements. Alternative is to ensure uniform disclosure statement in contracts in lieu. Group to include Susan.	August 2019
By-Laws (Ken)	Evaluate adjusting Board and Board Executive quorum/voting provisions	Review and return with language for committee consideration. Instead of majority, also consider "simple majority".	August 2019
By-Laws (Ken)	Advisor language	Consider using "appointed" advisors instead of "committee" advisor in procedures manual references and in OP.	August 2019